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| For Academic Affairs and Research Use Only | |
| Proposal Number |  |
| CIP Code: |  |
| Degree Code: |  |

**PROGRAM MODIFICATION FORM**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

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| **Modification Type: [X]Admissions, [ ]Curricular Sequence, or [ ]Other** |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

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| |  |  | | --- | --- | | Tiffany Sterling | 9/16/2022 |   **Department Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **COPE Chair (if applicable)** |
| |  |  | | --- | --- | | Tiffany Sterling | 9/16/2022 |   **Department Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Head of Unit (if applicable)** |
| |  |  | | --- | --- | | \_\_\_Amy Hyman\_\_\_\_\_\_\_ | 10/20/2022 |   **College Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Undergraduate Curriculum Council Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Director of Assessment** *(only for changes impacting assessment)* | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_Scott E. Gordon\_\_\_\_\_\_\_\_\_\_\_\_\_ | 10/20/22 |   **College Dean** | |  |  | | --- | --- | | \_\_\_\_\_\_ Alan Utter \_\_ | 11/29/22 |   **Vice Chancellor for Academic Affairs** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (if applicable)** |  |

1. **Contact Person** (Name, Email Address, Phone Number)

R. Tiffany Sterling, rsterling@astate.edu, 8598

1. **Proposed Change** (for undergraduate curricular changes please provide an 8-semester plan (appendix A), if applicable)

The admissions process and information are being replaced. In addition, a short program description for the MS in Nutrition and Dietetics program as well as prerequisite information is being included.

1. **Effective Date**

Spring 2023 (Bulletin Year 2023-24)

1. **Justification –** *Please provide details as to why this change is necessary.*

The previous admissions process included weblinks that are no longer active – all such links are being removed. The current absence of a program description for the MS program, as well as prerequisite information, makes the current bulletin information incomplete.

**Bulletin Changes**

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| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Please include a before (with changed areas highlighted) and after of all affected sections.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.** |

BEFORE: This program is not currently listed in the bulletin.

**~~The MSND Degree~~ Nutrition and Dietetics, MS**

The MSND degree is offered for the purpose of educating individuals to a high level of competence in nutrition and dietetics. This program provides graduates with the necessary academic requirements for eligibility to become a Registered Dietitian Nutritionist through the Commission on Dietetic Registration.

The Master of Science in Nutrition and Dietetics (MSND) degree program is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. Students graduating from the MSND degree are eligible to take the Commission on Dietetics Registration Exam to become a Registered Dietitian Nutritionist (RDN).

**ADMISSION REQUIREMENTS**

In order to complete the application process for the Nutrition and Dietetics program, the applicant must complete the following:

1. Apply to the Graduate School

Complete and/or gather the following documents:

* Application to Graduate School accompanied by Application Fee

~~Apply online: https://asups1.astate.edu:4443/prod/bwskalog.P\_DispLoginNon~~

* Official transcripts of all undergraduate and graduate coursework from all colleges and universities attended. Transcripts must be mailed directly from the institutions previously attended.
* ~~Immunization record including MMR (measles, mumps, and rubella)~~

~~Submit to:~~

~~Graduate Admissions~~

~~Arkansas State University~~

~~PO Box 1570~~

~~State University, AR 72467~~

~~For questions about the above process please contact Graduate Admissions at (870) 972-2031.~~

2. Apply to the Master of Nutrition and Dietetics Program

Complete and/or gather the following documents:

* Current Resume
* Personal statement consisting of 500-1,000 words with attention to the applicant’s professional goals, past experiences, and contributions the applicant expects to make in the field of nutrition and dietetics
* Unofficial copy of transcript. ~~Official transcripts must still be sent to Graduate Admissions.~~
* Three letters of recommendation/rating forms, which should be from former supervisors, ~~and~~ faculty, or preceptors. ~~completed on the program’s recommendation forms. All references must be sealed and signed over the seal by the person who wrote the recommendation. This may then be sent to you or sent directly to the program by the evaluator. The rating form is available online here:http://www.astate.edu/dotAsset/129b3f8d-2b2b-4d15-92ff-7ecd8c88f02b.pdf~~

~~Submit to:~~

~~Arkansas State University~~

~~Nutritional Science Program~~

~~PO Box 910~~

~~State University, AR 72467~~

~~For questions regarding application to the Master of Science in Nutrition and Dietetics program please contact the Dietetics Program at (870) 680-8598.~~

~~Applications for admission will be considered by the Nutritional Science Program Admissions Committee in the weeks following the application deadline.~~

~~To be eligible for consideration all applicants must have a complete application file and must meet the admission requirements of Graduate Admissions.~~

~~Applicants with undergraduate degrees in any area other than nutrition and dietetics will not be considered for admission to this program. Applicants must have successfully completed an ACEND accredited coordinated undergraduate dietetics program with a minimum of 1,000 supervised practice hours. Such evidence must be received prior to the first day of classes for the targeted year. In the event documentation is not provided by that time, the admission decision will be considered null and void. The applicant may, however, re-apply for admission for a subsequent year.~~

**~~Deadline for Receiving Applications~~**

~~The deadline for submitting applications to A-State Admission is February 1 each year.~~

**PREREQUISITES**

Applicants must have successfully completed an ACEND accredited coordinated undergraduate dietetics program with a minimum of 1,000 supervised practice hours. Applicants with undergraduate degrees in any area other than nutrition and dietetics will not be considered for admission to this program.

**~~The tMSND~~ Nutrition and Dietetics, tMS**

The transitional Master of Science in Nutrition and Dietetics (tMSND) degree program is a non-accredited degree. The tMSND degree is offered for the purpose of educating individuals to a higher level of competence in nutrition. This program is designed to enhance students’ ability to serve as effective leaders in the field of healthcare. Students graduating from this program are not eligible to become Registered Dietitian Nutritionists through the Commission on Dietetic Registration.

ADMISSION REQUIREMENTS

In order to complete the application process for the tMSND program, the applicant must complete the following:

Apply to the Graduate School

Complete and/or gather the following documents:

* Application to Graduate School accompanied by Application Fee

~~Apply online: https://asups1.astate.edu:4443/prod/bwskalog.P\_DispLoginNon~~

* Official transcripts of all undergraduate and graduate coursework from all colleges and universities attended. Transcripts must be mailed directly from the institutions previously attended.
* ~~Immunization record including MMR (measles, mumps, and rubella)~~

~~Submit to:~~

~~Graduate Admissions~~

~~Arkansas State University~~

~~PO Box 1570~~

~~State University, AR 72467~~

~~For questions about the above process please contact Graduate Admissions at (870) 972-2031.~~

~~For questions regarding application to the transitional Master of Science in Nutrition and Dietetics program please contact the Nutritional Science Program at (870) 680-8598.~~

~~Applications for admission will be considered by the Nutritional Science Program Admissions Committee in the weeks following the application deadline.~~

~~To be eligible for consideration all applicants must have a complete application file and must meet the admission requirements of Graduate Admissions.~~

**~~Deadline for Receiving Applications~~**

~~Admission to the tMSND program is conditional upon completion of prerequisite course(s) required.~~

**PREREQUISITES**

All applicants must have a bachelor’s degree. No particular field of study is required; however, students with degrees in health-related fields such as nutrition, nursing, exercise science, health or others, are encouraged to apply. Satisfactory completion of Basic Human Nutrition and Statistics with a letter grade of B or higher are required for admission to the tMSND program.

AFTER:

**Nutrition and Dietetics, MS**

The MSND degree is offered for the purpose of educating individuals to a high level of competence in nutrition and dietetics. This program provides graduates with the necessary academic requirements for eligibility to become a Registered Dietitian Nutritionist through the Commission on Dietetic Registration.

The Master of Science in Nutrition and Dietetics (MSND) degree program is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. Students graduating from the MSND degree are eligible to take the Commission on Dietetics Registration Exam to become a Registered Dietitian Nutritionist (RDN).

**ADMISSION REQUIREMENTS**

In order to complete the application process for the Nutrition and Dietetics program, the applicant must complete the following:

1. Apply to the Graduate School

Complete and/or gather the following documents:

* Application to Graduate School accompanied by Application Fee
* Official transcripts of all undergraduate and graduate coursework from all colleges and universities attended. Transcripts must be mailed directly from the institutions previously attended.

2. Apply to the Master of Nutrition and Dietetics Program

Complete and/or gather the following documents:

* Current Resume
* Personal statement consisting of 500-1,000 words with attention to the applicant’s professional goals and contributions the applicant expects to make in the field of nutrition and dietetics
* Unofficial copy of transcript.
* Three letters of recommendation/rating forms, which should be from former supervisors, faculty, or preceptors.

**PREREQUISITES**

Applicants must have successfully completed an ACEND accredited coordinated undergraduate dietetics program with a minimum of 1,000 supervised practice hours. Applicants with undergraduate degrees in any area other than nutrition and dietetics will not be considered for admission to this program.

**Nutrition and Dietetics, tMS**

The transitional Master of Science in Nutrition and Dietetics (tMSND) degree program is a non-accredited degree. The tMSND degree is offered for the purpose of educating individuals to a higher level of competence in nutrition. This program is designed to enhance students’ ability to serve as effective leaders in the field of healthcare. Students graduating from this program are not eligible to become Registered Dietitian Nutritionists through the Commission on Dietetic Registration.

**ADMISSION REQUIREMENTS**

In order to complete the application process for the transitional Nutrition and Dietetics program, the applicant must complete the following:

Apply to the Graduate School

Complete and/or gather the following documents:

* Application to Graduate School accompanied by Application Fee
* Official transcripts of all undergraduate and graduate coursework from all colleges and universities attended. Transcripts must be mailed directly from the institutions previously attended.

**PREREQUISITES**

All applicants must have a bachelor’s degree. No particular field of study is required; however, students with degrees in health-related fields such as nutrition, nursing, exercise science, health or others, are encouraged to apply. Satisfactory completion of Basic Human Nutrition and Statistics with a letter grade of B or higher are required for admission to the tMSND program.

**Appendix A, 8-Semester Plan**

(**Referenced in #2** - **Undergraduate Proposals Only)**

*Instructions: Please identify new courses in italics*.

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| **Arkansas State University-Jonesboro**  **Degree:**  **Major:**  **Year:** | | | | | | | | |
| Students requiring developmental course work based on low entrance exam scores (ACT, SAT, ASSET, COMPASS) may not be able to complete this program of study in eight (8) semesters. Developmental courses do not count toward total degree hours. **Students having completed college level courses prior to enrollment will be assisted by their advisor in making appropriate substitutions. In most cases, general education courses may be interchanged between semesters.** A minimum of 45 hours of upper division credit (3000-4000 level) is required for this degree. | | | | | | | | |
| **Year 1** | | | |  | **Year 1** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 3** | | | |  | **Year 3** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Year 4** | | | |  | **Year 4** | | | |
| **Fall Semester** | | | |  | **Spring Semester** | | | |
| **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |  | **Course No.** | **Course Name** | **Hrs** | **Gen Ed** |
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| **Total Hours** |  |  |  |  | **Total Hours** |  |  |  |
| **Total Jr/Sr Hours \_\_\_ Total Degree Hours \_\_\_** | | | | | | | | |
| **Graduation Requirements:** | | | | | | | | |