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# Didactic Program in Dietetics Handbook

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Harding University

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Department of Family & Consumer Sciences

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## Didactic Program in Dietetics (DPD) Handbook

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**Didactic Program in Dietetics**  
**Department of Family and Consumer Sciences**  
**Harding University**

The Didactic Program in Dietetics at Harding University is accredited by the Accreditation Council for Education in Nutrition and Dietetics, the accrediting agency for the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995, (800)877-1600, ext. 5400.

### **Mission of the University**

Harding's mission is to provide a quality education that will lead to an understanding and philosophy of life consistent with Christian ideals. This involves the following goals:

- Generally, the integration of faith, learning and living (developing the whole person through a commitment to Christ and to the Bible as the Word of God, an emphasis on lifelong intellectual growth, and the encouragement of Christian service and world missions through a servant-leadership lifestyle).
- Specifically, the development of Christian scholarship (while acknowledging dependence on God, stressing Christian commitment to intellectual excellence through a strong liberal arts foundation and effective professional preparation).
- The promotion of Christian ethics (creating an atmosphere that emphasizes integrity and purity of thought and action).
- The development of lasting relationships (fostering personal and social relationships through interaction among faculty, staff and students; and stressing a lifelong commitment to marriage and the Christian family).
- The promotion of wellness (emphasizing that the body is the temple of the Holy Spirit and that lifetime health habits contribute to a better quality of life).
- The promotion of citizenship within a global perspective (developing a Christian understanding of and respect for other cultures through an emphasis on liberty and justice).

### **Mission of the Department of Family and Consumer Sciences**

The mission of the Department of Family and Consumer Sciences is to prepare Christian professionals to assume leadership roles that support the quality of life of individuals and families in contemporary society. The department's vision is to empower individuals, strengthen families and enable communities. In congruence with the mission of the University and the standards of the American Association of Family and Consumer Sciences, the department seeks to:

1. Provide opportunities for students to develop their God-given talents for service to individuals, families, communities and the church;
2. Enhance students' growth in the fruit of the Spirit through daily interaction and classroom strategies;
3. Prepare students for diverse careers in family and consumer sciences;
4. Provide a solid foundation for students who pursue advanced study;
5. Prepare students for a lifelong commitment to learning and professional development; and
6. Contribute to the preparation of professionals in other disciplines.

## Mission of the Didactic Program in Dietetics

The mission of the Didactic Program in Dietetics is to provide an academically challenging program, consistent with Christian ideals, that prepares graduates for success in supervised practice, advanced studies, and/or careers in nutrition and dietetics.

## Goals of the Didactic Program in Dietetics

Students completing the Didactic Program in Dietetics will:

1. Have the foundation knowledge for entry into a ACEND (Accreditation Council for Education in Nutrition and Dietetics) accredited post-baccalaureate supervised practice program.
2. Possess the foundation skills for entry into a ACEND (Accreditation Council for Education in Nutrition and Dietetics) accredited post-baccalaureate supervised practice program.
3. Have a solid foundation for advanced studies.
4. Find employment.

## Program Outcome Measures

Measures of program success, as determined by the Accreditation Council for Education in Nutrition and Dietetics, and by the faculty of the Didactic Program in Dietetics are as follows:

### Program Completion

- 80% of enrolled students will complete program requirements within 5 semesters (Fall/Spring) of entering the program. (Entrance into program measured from degree audit following 60 earned hours.)

### Performance of Graduates

- Over a 5-year period, 60% of enrolled students who seek placement in a ACEND-accredited dietetic internship will be placed.
- Over a 5-year period, 85% of graduates who seek admission to graduate schools will be accepted unconditionally.
- Over a 5-year period, 80% of graduates who seek employment will be placed within 9 months following graduation.

### Pass Rate

- Over a 5-year period 80% of graduates will pass the Registration Examination for Dietitians on the first attempt.

### Other Measures include:

- 70% of graduates responding to the alumni survey will “strongly agree” or “agree” that they were well prepared for supervised practice with no student indicating “strongly disagree.”
- 70% of Dietetic Internship (DI) directors responding to the DI director survey will rate the graduates as “Very prepared” or “Adequately prepared” for supervised practice on all criteria.
- 70% of Dietetic Internship (DI) directors responding to the DI director survey will answer yes to this question: “As a result of this individual’s performance, would you accept another intern from the Harding University DPD?”
- 70% of graduates with the dietetics degree responding to the alumni survey will “strongly agree” or “agree” that they were well prepared for advanced studies with no student indicating “strongly disagree.”

- 80% of graduates responding to the alumni survey will “strongly agree” or “agree” that they were well prepared for entry level positions with no graduate indicating “strongly disagree.”
- 80% of employers/supervisors responding to employer survey will rate the graduates as “Very prepared” or “Adequately prepared” for the entry-level employment.

## Credentialing Process

The Didactic Program in Dietetics is the first step in the process of becoming a registered dietitian. Upon graduation, the student will receive verification that they have completed the foundation knowledge and skills required by the Accreditation Council for Education in Nutrition and Dietetics.

In order to become a Registered Dietitian, the student will take the next step in the process. This step involves completion of a supervised practice program in order to be eligible to take the national Registration Examination for Dietitians administered by the Commission on Dietetic Registration (CDR). (See Appendix A for Dietetics Factsheet) Individuals may then apply for state licensure (process varies by state).

Students who have completed coursework in an ACEND-accredited didactic program in dietetics may also choose to become a Dietetic Technician, Registered (DTR). The next step for these individuals would be the national Registration Examination for Dietetic Technicians, Registered, also administered by the Commission on Dietetic Registration (CDR).

## Student Membership in the Academy of Nutrition and Dietetics

Students enrolled in a ACEND accredited dietetics education program may join the Academy of Nutrition and Dietetics as student members. Dues are \$50 per year (June-May), and an online application is available at <http://www.eatright.org/BecomeanRDorDTR/content.aspx?id=8141>

Benefits of student membership in the Academy include networking with other dietetics students and professionals, leadership opportunities, free membership in the state dietetic association, online access to the *Journal of the Academy of Nutrition and Dietetics* and other publications, and reduced rates at professional meetings and conferences.

## Harding University Student Dietetic Association

The Harding University Student Dietetic Association (SDA) is open to any student majoring in dietetics. Students may join at any time during the academic year by attending one of the scheduled meetings, or by contacting an SDA officer or sponsor.

The Student Dietetic Association meets monthly. Meetings may include guest speakers of professional interest, planning or participating in campus or community service projects, etc. The SDA maintains a bulletin board as well as a Facebook page for dissemination of information and for highlighting current nutrition topics and activities.

Faculty sponsor: Dr. Lisa Ritchie, [lritchie@harding.edu](mailto:lritchie@harding.edu), (501) 279-4677 (office)

## Preparation for Application to Supervised Practice Programs

Recent match data from the Accreditation Council for Education in Nutrition and Dietetics indicates that the supply of dietetic internships is not keeping up with the increasing demand. In April 2009, 50% of applicants were matched to an internship in the first-round matching; see [http://www.eatright.org/internship\\_availability/](http://www.eatright.org/internship_availability/) Students who are interested in becoming Registered Dietitians should review this information in order to make informed decisions regarding their career path. Students should also meet with the DPD Director to assess their progress toward their professional goals. Suggestions to improve chances of getting a dietetic internship position are available at [http://www.eatright.org/internship\\_suggestions/](http://www.eatright.org/internship_suggestions/)

Students enrolled in Harding University's Didactic Program in Dietetics are encouraged to seek opportunities to gain work experience, and experience under the direction of a Registered Dietitian, if possible. Sites/locations where students might look for work experience include:

- Hospitals
- Nursing homes
- Health department clinics
- Foodservice operations
- Wellness centers
- Food-related companies

## Policies and Procedures

### Admission to Harding University

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1044>

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1037&hl=&returnto=search>

Admission to Harding University is determined on an individual basis. Each candidate is evaluated based on academic preparation and potential. Only students who appear capable of success at Harding are accepted for admission. Also, because of Harding's rich heritage as a Christian university, we seek students of the highest moral caliber. An interview is not a requirement for admission, but we strongly recommend one to ensure that there is a good match between the student's interest and talents and Harding's academic and non-academic offerings.

Harding is committed to the policy of providing equal opportunity for all persons and does not discriminate in admissions, programs, or any other educational functions and services on the basis of race, color, creed, national origin, sex, age, veteran status, religion or disability to those who meet its admission criteria and are willing to uphold its values as stated in the Code of Conduct. In the area of employment, Harding does not discriminate on the basis of race, color, creed, national origin, sex, age, veteran status or disability. Harding, under federal guidelines and as reflected in its Articles of Incorporation, may discriminate as to religion and may adhere to religious tenets regarding the limitation of employment of women in certain preaching and minister roles.

Based upon this commitment, Harding follows the principle of nondiscrimination and operates within applicable federal and state laws prohibiting discrimination. As a recipient of federal financial assistance, Harding is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of gender in its admission policies, treatment of students, employment practices or educational programs except as required by religious tenets of the churches of Christ. Harding has a nondiscrimination policy available upon request in the offices of Student Life and

Human Resources. Inquiries concerning the application of federal and state laws or regulations may be referred to the Office of Human Resources, Box 12257, 915 E. Market Avenue, Searcy, AR 72149-2257; telephone (501) 279-4380. The person to ensure compliance with the nondiscrimination policy and discrimination laws and regulations is the chief financial officer of the University.

The Office of Admissions Services provides comprehensive assistance to prospective students. For an application packet and other information, contact the Office of Admissions Services by mail at Harding University, Box 12255, Searcy, AR 72149-2255; by phone at 1-800-477-4407 (toll free); by fax at (501) 279-4129; or by e-mail at [admissions@harding.edu](mailto:admissions@harding.edu). Enrollment at Harding is limited, so early application is encouraged.

**Online Application:** The application for admission can be completed online at [www.harding.edu/admissions](http://www.harding.edu/admissions). All supporting documents can be printed or submitted online, as well.

## Academic Calendar

The academic calendar is available at <http://www.harding.edu/calendar/> The Didactic Program in Dietetics adheres to the Harding University calendar in regard to all course offerings, vacation, and holidays.

## Tuition and Fees

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1049&hl=&returnto=search>

Harding University, a private institution without benefit of tax support, must meet its operating costs by income from student tuition and fees, government grants, auxiliary enterprises, gifts and endowment earnings. The cost of attending Harding is moderate compared to many colleges and universities of the same size and quality.

**Admission Fees:** Two fees should accompany the Application for Admission — a \$40 application fee and a \$125 housing/security deposit. These may be forwarded as one check or money order for \$165 made payable to Harding University. The application fee is nonrefundable and is designed to cover the cost of application processing. The housing deposit will be used to reserve a room each semester and as a security deposit against damage. The housing/security deposit will be refunded for residence hall rooms if your reservation is canceled before May 1 for the fall semester, Oct. 1 for the spring semester, or April 15 for Summer Session. Commuting students should file only the \$40 application fee. Married students applying for campus housing should file, in addition to the \$40 application fee, a \$125 apartment reservation deposit for a total of \$165. The apartment reservation deposit for Harding Village Apartments is \$200. The apartment reservation deposit is refundable if the reservation is canceled 30 days before occupancy date.

**Typical Expenses:** A typical resident student taking 15 hours per semester can meet all regular expenses of tuition, fees, room and food service for \$20,692.00 for the school year. A non-boarding student can meet expenses of tuition and fees for \$14,610. Students should be aware that laboratory/course fees, parking permits, textbooks, etc. are not included in the schedule of expenses. Additionally, upper level DPD students will be required to purchase a laboratory coat for practicum experiences and food science laboratories.

**Technology/Academic Enrichment Fee:** Each full-time student (10 or more hours) will pay a special fee of \$225 per term as a Technology Academic Enrichment Fee. Students taking 9 credit hours or less will pay \$22.50 per credit hour.

**Food Service:** Food service ranges from \$499 to \$1,735 per term, depending on the meal plan selected. For information regarding each plan and cost refer to [www.harding.edu/businessoffice/](http://www.harding.edu/businessoffice/)

**Married Student Housing:** Married student housing is available. Contact the Office of Residence Life.

**Scholarships** are provided by many generous donors. A list of scholarships, endowment, and loan funds is available at <http://www.harding.edu/advancement/scholarships.html>

**Refunds:** Students are granted admission with the understanding that they are to remain for a full term. A student who enrolls in a class but does not attend or stops attending and does not officially withdraw may not receive a refund. An official withdrawal from the University begins in the Student Life Office. A refund of tuition will be made based on the following schedule. (Days indicated are days of the term, excluding Saturday and Sunday.)

Day 1-5	100 percent refund of tuition
Day 6-10	80 percent refund of tuition
Day 11-15	60 percent refund of tuition
Day 16-20	40 percent refund of tuition
Day 21-25	20 percent refund of tuition
Day 26-end of term	No refund of tuition

**Tuition Refund Plan:** A protective insurance program provided by DEWAR Insurance Company is available and enrollment is voluntary. The policy will minimize the financial loss for students who suffer a serious illness or accident and have to leave the University. Application is processed online at [www.collegerefund.com](http://www.collegerefund.com).

After a student withdraws from the University, room and board will be refunded on a pro rata basis. No refunds for board will be made for absences while enrolled in the University.

Appeals related to this refund schedule, complete with appropriate documentation, must be filed on the Tuition Refund Appeal form within one month of the date of withdrawal. Appeal forms are available in the Office of the Registrar.

If a student's withdrawal is the result of misconduct, the institution is under no obligation to make any refunds.

## Graduation/DPD Completion Requirements

Students enrolled in the Didactic Program in Dietetics must successfully complete all graduation requirements as listed in the Harding University catalog. (See Appendix B for dietetics degree plan)

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1051&hl=&returnto=search>

Students must file a "Request to Graduate" form and a signed degree evaluation with the Registrar's Office within two semesters of graduation, but no later than completing 110 credit hours. Spring or summer graduates must file the request to graduate by October 1 in the fall semester of the senior year. Fall graduates must file by March 1 in the spring semester of the senior year. Failure to file a request for degree in a timely manner may result in the student not being approved to walk in the commencement ceremony.

Upon filing a request to graduate, the following minimum requirements for graduation will be evaluated for all students:

1. Complete and pass all courses required for the B.S. in Dietetics (133 hours). See current degree requirements at [http://harding.catalog.acalog.com/preview\\_program.php?catoid=11&poid=523&hl=&returnto=search](http://harding.catalog.acalog.com/preview_program.php?catoid=11&poid=523&hl=&returnto=search)
2. Complete and pass 96 hours of formal instruction (classroom instruction, independent study, co-op and field work, contract courses, validation, correspondence courses). Credit earned without formal instruction (AP, CLEP, IB, credit by examination) does not count toward the 96.

3. Complete and pass 45 hours of upper-level work (courses numbered 250 and above at Harding).
4. Complete and pass 32 hours in residence at Harding.
5. Complete and pass 23 of the last 32 hours in residence at Harding.
6. Grade Point Average Requirement:
  1. Earn a cumulative GPA of 2.0 or higher on all work.
  2. Earn a major GPA of 2.0 or higher in the major.
  3. Earn an institutional GPA of 2.0 or higher in all work taken at Harding.
  4. Earn a cumulative GPA of 2.0 or higher in all courses taken at Harding in the major.
7. Earn 9 upper-level hours in their major (for a Bible major, 10 hours) at Harding.
8. Earn 60 hours at a four-year institution.
9. Complete and pass all Liberal Arts and major requirements as outlined in the Catalog. For the post-baccalaureate student, the liberal arts curriculum will be considered complete; however, the student must meet Bible graduation requirements.
10. Complete and pass 8 hours of textual Bible coursework, which must include at least 2 hours each of both Old Testament and New Testament courses. (Students enrolled in more than 8 hours in a term must enroll in a Bible class.)
11. Satisfy the English Proficiency requirement by earning a grade of C or higher in both ENG 111 or ENG 113 and ENG 211.
  1. CLEP and AP credit earned for ENG 111 will satisfy the ENG 111/113 requirement.
  2. AP credit earned for ENG 211 will satisfy the ENG 211 requirement.
  3. HNRS 201 with a C or higher substituted for ENG 111/113 or ENG 211 will satisfy the requirements for that course.
  4. The requirement is waived for post-baccalaureate students.

For purposes of minimum requirements for graduation, a registered student may use any catalog from the date of last enrollment in the University up to and including the last year enrolled at Harding. However, a student may NOT so use a catalog that is more than eight years old at the time of student's graduation.

Graduation Honors: Graduating seniors who achieve at least a 3.5 cumulative GPA graduate cum laude. Those with a cumulative GPA of 3.75 graduate magna cum laude, and those with a cumulative GPA of 3.9 or higher graduate summa cum laude.

### Verification Statement Procedures

The **Verification Statement of Program Completion** is used by the Commission on Dietetic Registration and the Academy of Nutrition and Dietetics Membership Department to document completion of current program requirements. The verification statement is critical to the determination of an individual's registration eligibility status.

In order to receive a verification statement from the Didactic Program Director at Harding University, the following criteria must be met:

1. At least six hours from the Didactic Program in Dietetics (DPD) curriculum (upper level, from Department of Family and Consumer Sciences) must be completed, in residence (on-ground), at Harding University within two semesters of completion of course requirements. In the case of a transfer student, official transcripts documenting previous work must be submitted to the Registrar's Office. All transfer work must be equivocated with courses at Harding University by the Family and Consumer Sciences Department Chair and the University Registrar. In accordance with university graduation requirements, students must complete and pass 23 of the last 32 hours in residence at Harding.
2. All courses required by the Academy of Nutrition and Dietetics' Accreditation Council for Education in Nutrition and Dietetics for the Didactic Program in Dietetics must be satisfactorily completed.

The **Declaration of Intent to Complete Degree and/or CADE Minimum Academic Requirements** is provided to a student during their final semester, providing the above criteria are in progress. This statement is issued based upon

courses already completed as well as projected completion of required courses and degree. The **Verification Statement of Program Completion** will be provided to all students after completing program requirements. Once verification of program completion is available from the Office of the Registrar, copies of the **Verification Statement of Program Completion** will be mailed to the individual.

*NOTE:* The current Verification Statement asks for the student's social security number (SSN) for identification purposes. For reasons of privacy and security, the last four digits of the student's SSN will be provided by the student to the DPD director prior to the time the Verification Statement is completed. The student will sign a waiver giving the DPD director permission to use the last four digits of the SSN for the purpose of completing this document.

## **Protection of Privacy of Student Information**

The Family Educational Rights and Privacy Act of 1974 (called FERPA) provides, with certain exceptions, (1) that students shall have a right of access to their education records and (2) that education institutions shall not release education records to non-school employees without the consent of the student. "Students" as used in this notice includes former students.

**Right of Access.** With few exceptions provided by law, students at Harding may see their education records upon request. Access will generally be granted immediately upon request to the record custodian, but if delay is necessary, the student may sign a "Request for Access to Student Records" and be allowed access sometime within 45 days of the request. Students are entitled to copies (at the student's expense) of records to which they have access. Students further have the right, under established procedures, to challenge the accuracy of the records and to enter their viewpoints in the records. A list of all education records maintained by Harding and a copy of the University FERPA Policy are kept in the Harding Office of Student Life.

The University may not require students to sign a waiver of their right to access, but students should be aware that recommendations and evaluations may not be very helpful or candid without a signed waiver.

A student's home address and phone number will be made available to a roommate assigned to that person.

## **Student Support Services**

**Student Health Services** offers a walk-in clinic; no appointments are necessary. Services provided are symptomatic treatment for minor illnesses, such as colds, sinus congestion, headaches, upset stomach, aches and sprains; first aid for accidental injury; blood pressure screening; and allergy injections, with physician approval. Students are assisted with referrals and appointments to local health professionals. When the clinic is closed, help may be obtained from the Residence Life Coordinators or the Public Safety Office on Campus. Harding does not assume financial responsibility for professional services that require a physician; medical, surgical, or emergency services; or hospitalization. Students are financially responsible for any medical and/or prescription bills.

**Counseling resources and services** are available at no cost to the student. A staff of six professional counselors is available to confidentially answer personal questions and provide counseling services as needed. The goal is to assist students as a part of the University's mission to promote student success in all areas of life. Information is available at [counseling@harding.edu](mailto:counseling@harding.edu), ext 4347, or McInteer 313.

**TRIO Student Support Services** is a Title IV program funded by the Department of Education. The Student Support Services (TRIO SSS) program at Harding serves 275 students who are admitted to the program if they are American citizens or nationals, interested in the program's services, and meet one or more of the following criteria:

1. First-generation college student. Neither parent/guardian has obtained a baccalaureate degree.
2. Financially qualified student. Eligibility is based on the family's taxable income.
3. Student with a professionally documented disability.

Upon documentation of the disability, the program provides or recommends provision of academic accommodations. All program services and activities are designed to meet the academic and personal/social needs of eligible students within the university environment. Federal law requires that a limit of one-third of the eligible students served can have a disability only status.

All services are provided free of charge. These include one-on-one peer tutoring/study skills sessions and small group supplemental instruction staffed by certified student and/or personnel who provide tutoring in individual subject areas; counseling provided by qualified professional counselors in the areas of career guidance, personal counseling, financial aid counseling, academic counseling, and learning styles coaching; various test accommodations are provided for qualified students; and academic advising.

**Financial aid** is available to most Harding students in the form of scholarships, grants, loans, work-study programs, veterans' programs and vocational rehabilitation programs.

These funds are administered wholly or in part by the Office of Financial Aid Services. Requests for information and assistance should be directed to Harding University, Box 12282, Searcy, AR 72149-2282; telephone (501) 279-4257 or 1-800-477-3243 (toll free); or e-mail [finaid@harding.edu](mailto:finaid@harding.edu).

**The Academic Advising Center** (AAC) coordinates an "Early Alert!" system — designed to identify students who are experiencing academic challenges early in the semester — and then offers the necessary support and referrals to help students get back on track. In addition, the AAC works closely with some students who are on academic probation and/or financial aid suspension, in most cases implementing an action plan aimed at helping students regain acceptable academic standing.

### **Academic Grievance Procedure**

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1292>

If a student believes that he or she has reason to question the decision of a faculty member with regard to the final grade received in a course or the unreasonable denial of academic progression, a procedure has been established to resolve the grievance. **Please note that the following academic grievance policies and procedures do not include matters of academic misconduct.** These matters are covered in the section titled "Academic Integrity Policy."

#### **I. Academic Grievance Procedure**

This *student-initiated* procedure is as follows:

1. The student must register his or her complaint in writing to the faculty member within seven business days following the alleged incident, except that if the grievance involves a final grade, it must be filed within ten business days after final grades are posted by the Registrar. Within the written complaint, the student must set forth reasons and grounds for the grievance.

2. Upon receipt of the complaint, within three business days the faculty member must meet with the student (in person, by telephone, or by email) and strive to resolve the problem.
3. If a resolution cannot be reached within five business days, then it is the student's responsibility to register the complaint in writing with the department chairman or dean of the program.
4. Upon receipt of the complaint, the department chairman or dean of the program must meet with the faculty member and the student (in person or by telephone) within three business days and strive to resolve the problem.
5. If resolution cannot be reached during this meeting, then the faculty member must document in writing the efforts made to seek resolution and that a resolution has not been achieved. This document must be shared with the student and the department chairman or dean of the program within two business days of the failure to reach a resolution.
6. If the student remains dissatisfied, then within three business days of being notified that a resolution has not been met, it is the student's responsibility to initiate the grievance appeal procedure (below).

**NOTE:** A file of all written documents must be maintained by the dean or department chairman. The faculty member must forward copies of all written documents to the dean or department chairman at each step of this process.

## **II. Grievance Appeal Process**

1. If, after completion of the procedure set forth above, the student believes that the grievance has not been equitably resolved, he or she may file an appeal in writing with the appropriate dean. This document must set forth the grounds and reasons of the appeal. It must be submitted to the dean within three business days of notification that a resolution has not been achieved.
2. The dean must immediately notify the involved faculty member of the student's appeal and, upon notification, the faculty member will have three business days to respond in writing to the allegations.
3. Additionally, within five business days of receipt of the student's appeal, the involved dean must appoint an ad hoc Grievance Committee consisting of three faculty members and notify the faculty member and the student of the date and time at which they must appear before the committee for a formal review of the allegations and issues.
4. The review must be held within 14 business days of the receipt of the appeal. (An exception may be made for extenuating circumstances. For example, the student may be out of state or out of the country, necessitating that the review be conducted upon his or her return.)
5. The dean shall chair the appeals session but shall not have a vote.
6. The session must be conducted in a manner ensuring substantial fairness, and it will not be restricted by the rules of evidence common to court proceedings.
7. A document outlining the required order of the process is available from the Office of the Provost and must be used during the session.
8. All witnesses will be required to attest to a statement regarding the accuracy of the information to be given.
9. The session will be open only to the faculty member, the student and eyewitnesses. Neither the student's parents, spouse, guardian, nor legal counsel will be permitted to appear before the Grievance Committee except as eyewitnesses.
10. Review proceedings (excluding the deliberations of the committee) will be tape-recorded.
11. Each party will make a brief opening statement.
12. The faculty member will then present support of the grade assigned or the denial of academic progression. Then the student will be permitted to present information in support of the alleged grievance.
13. Thereafter, both sides will be permitted to present rebuttal information. Throughout the session, the faculty member and the student will have reasonable opportunity for orderly questioning of the eyewitnesses. Support may be presented in the form of eyewitnesses or documents relevant to the issues to be determined by the committee.
14. At the conclusion of the presentations, both sides will be permitted to make closing statements.
15. Once the session is adjourned, the committee will have three business days to reach a final decision. The decision of the committee will be by majority vote.
16. The dean must submit the decision, in writing, to the faculty member, the student, and the Associate Provost.

**NOTE:** The dean must submit a file of all written documents related to the Grievance Appeal meeting to the Office of the Provost.

### III. Final Appeal Option

1. Within three business days of its receipt, the decision of the Grievance Committee may be appealed by the faculty member or the student to the Provost.
2. Upon receipt of the appeal and within three business days, the Provost will (a) order preparation of a transcript of the Grievance Committee meeting, and (b) appoint an ad hoc Appeal Committee composed of three persons, none of whom served on the initial Grievance Committee.
3. Written documentation, including the transcript of the Grievance Committee meeting, must be distributed to the ad hoc committee members at least two business days before the final appeal session.
4. The final appeal session must be held within seven business days of receipt of the final appeal.
5. The Provost will serve as the chairman for the committee. The responsibility of the Appeal Committee will be to review the record (transcript and all documents) of the Grievance Committee and to render a decision, based on a review of the record, whether procedures have been followed appropriately.
6. There will be no opportunity for presentation of new or additional support before the ad hoc Appeal Committee.
7. The Appeal Committee may take one of the following actions:
  - a. Affirm the decision made by the Grievance Committee, in which case the decision is final.
  - b. Remand the decision of the Grievance Committee for additional support, reconsideration and redetermination. The redetermined decision of the Grievance Committee is subject to further appeal to the Provost.
  - c. Reverse the decision of the Grievance Committee and render their own decision, in which case their decision will be final.

Upon final decision of the Appeal Committee, the student will have exhausted his or her right of appeal within the University.

### IV. Official Records of Academic Grievance Proceedings

The Office of the Provost shall ensure maintenance of the official records related to academic grievance proceedings.

#### Assessment of Prior Learning

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1006&hl=&returnto=search>

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1017&hl=&returnto=search>

Transfer students must have official complete transcripts sent by the registrar of each institution previously attended.

Students who transfer from a regionally accredited institution within the United States will have credits evaluated on a course-by-course basis, and approved courses will be transferred as equivalents to Harding courses or as elective credit. To assist in understanding transfer credit, students may visit the site [www.harding.edu/registrar](http://www.harding.edu/registrar) and click on Course Equivalency. Follow the instructions in locating the transfer institution and accepted credit from that school. For colleges not in this database, contact the registrar for information.

Students whose credits were accepted as elective may submit a course description for each course to the registrar for review. In some areas of study, the course description may be submitted to the chair of the department for review.

Students who transfer from a non-regionally accredited institution within the United States will have credits evaluated based upon course descriptions and in some cases may be required to have credit validated by the chair of the department of the course in question. Validation of a course may require an examination by the student.

Transfer credit counts as upper-level credit only if the course has junior-senior status at the institution where taken. All work transferred from a junior college is considered lower-level except for 300-level courses taken in an approved third-year program.

A transfer student is required to have at least a 2.0 cumulative GPA on all previous course work attempted at previous institutions. Students admitted with less than a 2.0 cumulative GPA will be placed on academic warning or probation, which may result in academic suspension if the student does not complete the semester at Harding with a 2.00 GPA.

Students certifying to teach must still meet all Arkansas certification requirements. In some instances upper-level courses may substitute for lower-level courses for students who did not graduate with an associate degree.

**Transfer-Associate Degree:** Students who have graduated with an A.A. or A.S. degree from a junior or community college may satisfy Harding's Liberal Arts requirements if the following courses have been completed: Bible (textual) - 8 hours; Speech - 3 hours; art, music or theatre appreciation - 3 hours; Natural science - 6 hours; Mathematics - 3 hours; Social science (must include 6 hours of American and/or world history) - 12 hours; Kinesiology activity - 3 hours; and English composition and literature - 9 hours.

### **Formal Assessment of Student Learning**

Formal assessment of students learning is made during each course that is a part of the Didactic Program in Dietetics. Grades on individual assignments, quizzes, or exams, as well as end of course grades provide an assessment of student mastery of the subject matter in each course.

### **DPD Retention and Remediation Procedures**

Each student should meet with their advisor prior to each semester for assessment of progress and academic advising. A copy of the Academic Advising: Statement of Student Understanding (see Appendix C) will be completed, signed by both the student and the advisor, and filed in the student's advising folder in the Family and Consumer Sciences office.

Degree Evaluations are required for all students at completion of 60 hours. Each student should meet with their advisor to assess progress and prepare a degree plan for the remaining semesters through graduation.

[http://www.harding.edu/registrar/PDF/Degree\\_Evaluation\\_Form\\_Fall\\_2007.pdf](http://www.harding.edu/registrar/PDF/Degree_Evaluation_Form_Fall_2007.pdf)

The expected outcome for the DPD is that 80% of enrolled students will complete program requirements within 150% of the time planned for completion during the degree audit (completed at 45-60 earned hours.)

A student may repeat any course previously taken. The highest grade will be counted in the GPA. Students may not raise their grade point average by repeating a course and then withdrawing. The previous grade will remain on the transcript. <http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1017&hl=&returnto=search>

Students who make less than satisfactory academic progress will be identified as being on Academic Warning, Probation, or Suspension as defined below. Academic Probation and Suspension appear on the official transcript. Hours Attempted refers to the attempted hours used to calculate the cumulative GPA, and appears on the unofficial transcripts as GPA Hours.

<b>Hours Attempted (GPA Hours)</b>	<b>Academic Warning</b>	<b>Probation</b>
Up to 30 credit hours	Less than 2.00 Institutional or Cumulative GPA	Less than 1.50 Institutional or Cumulative GPA
31 to 45 credit hours	Less than 2.00 Institutional or Cumulative GPA	Less than 1.75 Institutional or Cumulative GPA
46 to 60 credit hours	Less than 2.00 Institutional or Cumulative GPA	Less than 1.90 Institutional or Cumulative GPA
61 or more credit hours		Less than 2.00 Institutional or Cumulative GPA

**Academic Warning:** This status applies to students with less than a 2.00 institutional or cumulative GPA on less than 61 hours attempted. It alerts students who are in danger of being put on academic probation, and does not carry any restrictions.

**Academic Probation:** This status applies to students who have an institutional or cumulative GPA below the prescribed minimum for Hours Attempted. Academic Probation is removed only at the end of a semester in which the cumulative GPA meets that required. A student may attend summer school to raise the cumulative GPA enough to be removed from Academic Probation for the fall semester.

Students on Academic Probation are limited to 16 credit hours and are not eligible to represent the University in any extracurricular activities, such as, but not limited to, intercollegiate athletics, cheerleading, chorus, debate, band, dramatic productions, international programs, Spring Sing and student publications. Representing the University includes public performances and trips but not regular meetings and practices.

Students on Academic Warning or Academic Probation are encouraged to repeat courses in which they have earned a grade of “D” or “F” as the fastest way to raise their GPA.

**Academic Suspension:** Failure to remove Academic Probation by the end of the next semester results in Academic Suspension. However, no student will be suspended at the end of a term in which a 2.25 semester GPA has been attained. The University may also academically suspend any student who fails to earn a semester GPA of at least 1.00 during a given semester.

The first academic suspension is for one semester (not counting summer); the second academic suspension is for two semesters (not counting summer); subsequent academic suspensions are for an indefinite period of time.

An Appeal of Academic Suspension can be made to the Academic Retention Committee using an online “Academic Suspension Appeal” form in the student’s Pipeline account. For more information, contact the Office of the Provost (HU Box 10773 or [provost@harding.edu](mailto:provost@harding.edu)). An appeal committee decision that results in an override allowing the student to register for the next term does not remove the status of suspension.

Reinstatement after Academic Suspension requires readmission through the Office of Student Life and an academic progress contract with the director of Academic Advising. A reinstated student will be on Academic Probation.

Students on Academic Suspension following the spring semester may appeal their suspension and be approved by the Academic Retention Committee for a program of summer courses, and if satisfactory progress is achieved, they may be readmitted for the fall semester.

Courses taken at other schools by students on Academic Suspension will not be accepted for credit at Harding.  
<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1013&hl=&returnto=search>

## Disciplinary/Termination Procedures

<http://harding.catalog.acalog.com/content.php?catoid=11&navoid=1292&hl=&returnto=search>

### Code of Conduct

Harding expects its students to conduct themselves as responsible citizens in a Christian community.

Enrollment at the University is viewed as a privilege that brings the attendant responsibilities and accountability. In order to encourage Christian living and growth, the University administers a student Code of Conduct. This code is provided to every student upon enrollment.

Upon registration to the University, students acknowledge and agree to abide by this code. Harding University reserves the right to refuse admission or dismiss students whose lifestyle is not consistent with the Christian principles for which Harding stands; and when the general welfare of the institution requires such action. Students suspended for disciplinary reasons during a semester may receive a grade of "F" in all courses for that semester.

Contents of the Student Handbook may be summarized briefly as follows:

1. Students are encouraged to develop a servant-leadership ministry lifestyle that integrates faith, learning and living.
2. Students are expected to pursue honesty and integrity, avoiding all forms of dishonesty.
3. To encourage spiritual growth, students are required to attend Bible classes and chapel. Students are encouraged and expected to attend Bible class and worship at local congregations.
4. Personal wellness is stressed, and students must abstain completely from illegal drugs, alcohol and tobacco in any form.
5. Social wellness is stressed, and students must exclude all forms of sexual immorality, pornography and profanity.
6. Students are expected to dress modestly at all times.
7. Students are expected to abide by a positive residence hall code designed to encourage Christian living.
8. Sportsmanship and fair play are expected.
9. Students are encouraged to participate in social clubs, service clubs and other school organizations which provide opportunity to reflect the mission of the University in a social context.
10. Students are expected to serve others, as this is the true test of success for any person or organization.

Because the University believes that a knowledge of the Bible and an appreciation of its teachings constitute the foundation for building happy and useful lives, students are required each semester to enroll in a Bible course or in an approved course in a related field.

One of the most important periods of the day is the chapel service, which draws faculty and students together in a common worship experience. The quiet devotional period is followed by programs designed to facilitate the mission of the institution. Students are required to attend daily. Policies concerning chapel attendance are set forth in the Student Handbook.

## Academic Integrity Policy

### I. Our Integrity Covenant

We, the members of the Harding community, recognize that our covenant of integrity is with three parties.

First and foremost, students and faculty recognize their covenant with God. All morality is ultimately defined by the very nature of God, in whom all truth can be found. Desiring to reflect the heart and nature of Christ, we make a covenant with our God to be truthful and transparent.

Second, we acknowledge that we have a covenant with each other. By doing our own work, working hard, and receiving credit and recognition that represent effort and sacrifice, we create and maintain an atmosphere of excellence and fairness. As members, therefore, of this Christian community we covenant with each other to guard and protect our commonly held trust.

Third, integrity is a covenant that we make with ourselves. Our goal of being servants deserves our every effort to dedicate ourselves fully to those disciplines of study and research that will contribute to the formation of our character and our academic skills. Academic rewards obtained without personal and authentic effort rob us of both the spiritual and professional preparation that God desires.

Our academic integrity originates in the very nature of God, manifests itself in our commonly held and protected reputation, and reveals its value in the prepared Christ-like servanthood that results from a disciplined life.

## II. Our Integrity Principle

**Honesty:** Using only authorized collaboration, information and study aids for assignments and testing. Being completely truthful in all academic endeavors.

**Authenticity:** Presenting only ideas and creative expressions that are unique, unless properly cited according to University guidelines. Submitting the work of another constitutes plagiarism.

**Accountability:** Holding ourselves to the highest ethical standards, and not allowing academic dishonesty in others to go unchallenged.

## III. Our Integrity Pledge

I hereby pledge to God, to the Harding University academic community, and to myself that I will uphold godly standards of honesty, authenticity and accountability in all my undertakings.

## IV. Violations of Academic Integrity

Violations of academic integrity, also called academic misconduct, include, but are not limited to, the following offenses:

1. **Cheating:** Use or attempted use of unauthorized materials, information or study aids in any academic exercise. Such infractions include, but are not limited to, the following:
  - a. Using materials not authorized by the teacher, such as hidden notes, tape recorders, cell phones, cameras, text messages, wands, computers, or other electronic devices, for the completion of a quiz or test.
  - b. Copying from another student during a quiz or test
  - c. Copying another student's assignment or project.
  - d. Obtaining answers to online quizzes and tests.
2. **Plagiarism:** Representing the words, ideas or data of another as one's own in any academic exercise. Plagiarism is a type of stealing, whether done deliberately or by mistake. Such violations include, but are not limited to, the following:
  - a. Purchasing a paper from an electronic source or other entity.
  - b. Downloading a partial paper or an entire paper from the Internet and submitting it as one's own or allowing someone else (including tutors) to write, or significantly rewrite, a paper and then submitting it as one's own.
  - c. Using ideas, paraphrases, and/or direct quotes from a source without clear documentation of that source.

- d. Recycling a paper from a concurrent class or a class that was previously taken in high school or college without the permission of the instructor to do so.
  - e. Copying verbatim from a source without using quotation marks, even if the source has been cited.
  - f. Copying, in part or in whole, from a print source, media broadcast or recording, or the Internet or other electronic media without proper acknowledgement of the source.
  - g. Copying another person's sentence style and structure, key words, organizational plan, or unique words or ideas without proper documentation.
3. **Fabrication:** Falsification or unauthorized invention of any information or citation in an academic exercise. Such misconduct includes, but is not limited to, the following:
- a. Taking a course, test or quiz for another student.
  - b. Fabricating source information within an assigned paper and/or on the works cited page.
  - c. Fabricating lab or research information.
  - d. Submitting collaborative and/or group work as one's own, unless the instructor has given permission for students to do so.
  - e. Completing another student's class assignment for the student.
  - f. Collaborating on out-of-class assignments with students, professors, family members and/or friends when the instructor intended for students to work independently.
  - g. Claiming to have attended an assigned function, such as a service activity, a performance, a job interview, a home visit, a symposium, an observation, or a lecture without having attended the function or performed the actual service.
  - h. Lying to a University employee about assignments or attendance.
  - i. Making unauthorized use of University letterhead.
  - j. Forging a signature for academic purposes.
  - k. Attempting to change an assigned grade or other information on any official University document, data source or electronic item.
4. **Aiding and abetting academic dishonesty:** Intentionally helping or attempting to help another student commit an act of academic dishonesty. Such misconduct includes, but is not limited to, the following:
- a. Allowing another student to copy one's work and to submit the work as his or her own.
  - b. Stealing an exam or quiz from an instructor or copying a test or quiz and/or sharing it with other students.
  - c. Sharing test questions with another student who has not taken the test.
  - d. Giving answers to online quizzes and tests.
  - e. Sharing test results in a non-proctored test environment in which an honor code is imposed.
  - f. Failing to challenge dishonest conduct witnessed in other students.
5. **Conduct unbecoming a professional while participating in a practicum, internship, field experience, or any similar academic experience.** Such academic misconduct includes, but is not limited to, the following:
- a. Identifying oneself as a Harding student in off-campus locations for unauthorized academic, professional or personal gain (for example, using a student nursing ID badge to gain access to a hospital area for non-educational purposes).
  - b. Violating the legally protected privacy of employees or patients in learning environments.
  - c. Disregarding policies of work environments in which learning occurs.
  - d. Acting in a manner that violates course policies or policies of the academic division.
6. **Theft, abuse, hoarding or concealment of academic property.** Academic property includes, but is not limited to, the following:
- a. Library resources and materials
  - b. Laboratory equipment and supplies
  - c. Departmental or class resources
  - d. Tests and quizzes

Students should refer to their specific program student handbook for additional information on this subject.

## V. Sanctions for Academic Misconduct

One or more of the following consequences shall result when academic misconduct has been determined:

### Class A Sanctions (Course Level)

1. Repeating of the assignment or completion of an additional assignment, with possibly less credit awarded in either case.
2. Lowering of the grade on the test or assignment, possibly to "F" or zero.
3. Lowering of the grade for the course, possibly to "F."
4. Immediate removal from the course with either a "W" or an "F" placed on the transcript.

### Class B Sanctions (Program Level)

1. Placement on disciplinary academic probation.
2. Suspension or expulsion from a specific degree program.

### Class C Sanctions (University Level)

1. Placement on disciplinary academic probation.
2. Suspension from the University for a designated time.
3. Permanent expulsion from the University.

Additionally, one or more of the following consequences may result when academic misconduct has been determined in an academic support area:

1. Loss of privileges in the academic support area.
2. Monetary charges to cover all costs (repair, recovery, replacement, etc.) associated with the misconduct.

## VI. Resolution of Academic Misconduct

The Associate Provost and dean or program chair shall be available to the faculty or staff member as consultants during the resolution process.

### Investigation of Academic Misconduct

Incidents of alleged academic misconduct shall be resolved according to the following process:

1. Following discovery of the suspected academic misconduct, within five business days the faculty or staff member shall meet with the student to discuss the allegation. (In extenuating circumstances, this contact may be by phone or email.) If new information is revealed at this meeting or if the student needs time to bring mitigating evidence, a second meeting should be scheduled within two business days. Faculty should consult their chair, dean or the Associate Provost if they need help in determining an appropriate sanction.
2. If the decision is to impose Class A sanctions, within two business days the faculty or staff member must: (a) inform the student in writing of the decision, (b) file an Academic Misconduct Report to the Associate Provost, and (c) implement the sanction. If the Office of the Provost finds that the student has a prior incident of academic misconduct, further sanctions may be imposed within 6 business days.
3. If the decision is that the misconduct has earned a sanction beyond Class A:
  - a. Within two business days, the faculty member and the immediate supervisor (program chair or dean of the academic division or appropriate staff person) must file an Academic Misconduct Report to the Office of the Provost.
  - b. Within two business days of receipt of the letter, the faculty member, supervisor, Associate Provost and Provost must meet to jointly determine sanctions.

- c. Within two business days of this meeting, the faculty member shall provide, in writing, a letter that includes specific charges, Provost authorized sanctions, and notification of the right to appeal. A copy of this letter must be filed with the Office of the Provost.
4. The student shall have two business days from the formal notification by the faculty member to take one of two actions: (a) agree with the charges and any related sanctions that may be applied, or (b) file a request for an appeal with the Office of the Provost (see Appeal Process below). This appeal must be filed in writing within two business days of receipt of the faculty letter or the student forfeits the right to appeal. An appeal form (available from the Office of the Provost) must be completed and submitted.

### Appeal Process

The following statements apply to the appeal procedure:

1. After formal notification of disciplinary actions, a student shall have two business days to file a request for an appeal with the Office of the Provost or forfeit that right. (See item 5 above.)
2. The appeal must be filed on the appeal form available from the Office of the Provost.
3. A student who fails to appear within 15 minutes of the arranged time for the appeal meeting shall forfeit the right to appeal.
4. An appeal shall be scheduled before the Academic Misconduct Committee no sooner than the day following the receipt of request and no later than five business days of receipt of the request. (An exception may be made for extenuating circumstances. For example, the student may be out of state or out of the country, necessitating that the hearing be conducted upon his or her return.)
5. A quorum must be present for the meeting. A quorum shall consist of a majority of committee members. (For a description of the Academic Misconduct Committee, refer to Section VII.)
6. A document outlining the required order of the meeting is available from the Office of the Provost and must be used during the meeting.
7. The appeal shall be conducted in a fair and reasonable manner.
8. All witnesses shall be required to affirm the truth of their testimony.
9. Presentation of evidence shall be as follows:
  - a. Support for the charge and sanction against the student.
  - b. Support of the appeal by the student.
  - c. Rebuttals by both parties.
  - d. Both parties shall have reasonable opportunity for questioning of witnesses.
  - e. If there is new information relevant to the situation under discussion, the decision, or the sanction, it shall be submitted for consideration before the closing statements by either party.
10. Closing statements shall be made by both parties. New information shall not be submitted during this part of the proceedings.
11. The appeal shall be open to the appealing student, the involved faculty member(s), and eyewitnesses with relevance to the alleged misconduct. Only two eyewitnesses from each side may present their case, and neither legal counsel, guardian, spouse nor parents of the student shall be permitted to appear before this committee. The Associate Provost or Assistant Provost for Graduate Programs shall attend the appeal as an involved administrator but shall not have a vote in the decision-making process of the committee.
12. An audio recording of the appeal proceeding shall be made.
13. Following the appeal hearing, the Academic Misconduct Appeals Committee, by a majority vote, shall determine whether or not the case has been supported. The committee shall inform the student, the faculty member, and the faculty member's supervisor of its decision. This decision shall be final. Verbal notification must be followed by written notification within one business day of the hearing.
14. The Provost or the committee may set the terms and conditions of a suspension from the University and readmission.
15. All written documents and audio files related to this hearing must be filed as a complete package with the Office of the Provost within two business days of the hearing.
16. A student who has been suspended may not be on campus unless specific permission is granted by the Provost or a Student Life dean. If campus housing is used by the disciplined student, the residence life coordinator must be notified of the decision.

## **VII. Academic Misconduct Committee**

The Academic Misconduct Committee (AMC) shall be a standing University committee chaired by the Provost. The AMC shall consist of the Vice President for Student Life, one faculty member per college nominated by the dean, one student per college nominated by the University Student Association or the Honors College, and the Associate Provost as an ex-officio member.

The specific responsibilities of the AMC are to review the decision and sanction(s) imposed prior to the appeal to determine if (1) the investigation was conducted fairly and followed prescribed procedures, (2) the decision was based on sufficient evidence, (3) the sanction was appropriate for the violation, and (4) any new evidence that comes to light is sufficient to change the decision or sanction.

## **VIII. Official Records of Academic Misconduct**

An Academic Misconduct Form shall be completed for each instance of academic misconduct.

The Office of the Provost shall ensure maintenance of the official records related to academic misconduct.

Harding is committed to the policy of providing equal opportunity for all persons and does not discriminate in admissions, programs, or any other educational functions and services on the basis of race, color, creed, national origin, sex, age, veteran status, religion or disability to those who meet its admission criteria and are willing to uphold its values as stated in the Code of Conduct. Based upon this commitment, Harding follows the principle of nondiscrimination and operates within applicable federal and state laws prohibiting discrimination. As a recipient of federal financial assistance, Harding is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of gender in its admission policies, treatment of students, employment practices or educational programs except as required by religious tenets of the churches of Christ.

# HARDING UNIVERSITY

## Didactic Program in Dietetics

Department of Family and Consumer Sciences  
College of Sciences



*Olen Hendrix Building*

**Degree:** B.S. in Dietetics

**Contact:**

Dr. Lisa Ritchie, RD, LD  
Department of Family and Consumer Sciences  
HU Box 12233  
915 East Market Street  
Searcy, AR 72149-2233

Phone: 501.279.4677

E-mail: [lritchie@harding.edu](mailto:lritchie@harding.edu)

### **Becoming a Registered Dietitian**

The Didactic Program in Dietetics is the first step in the process of becoming a registered dietitian (RD). Upon graduation, the student will receive verification that they have completed the foundation knowledge and skills required by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

In order to become a registered dietitian, the student will take the next step in the process. This step involves completion of a supervised practice program in order to be eligible to take the national Registration Examination for Dietitians.

### **Mission of the Didactic Program in Dietetics**

The mission of the Didactic Program in Dietetics is to provide an academically challenging program, consistent with Christian ideals, that prepares graduates for success in supervised practice, advanced studies, and/or careers in nutrition and dietetics.

### **Goals of the Didactic Program in Dietetics**

Students completing the Didactic Program in Dietetics will:

1. Have the foundation knowledge for entry into a ACEND (Accreditation Council for Education in Nutrition and Dietetics) accredited post-baccalaureate supervised practice program.
2. Possess the foundation skills for entry into a ACEND (Accreditation Council for Education in Nutrition and Dietetics) accredited post-baccalaureate supervised practice program.
3. Have a solid foundation for advanced studies.
4. Find employment.

### **Accreditation**

The Didactic Program in Dietetics at Harding University is accredited by the Accreditation Council for Education in Nutrition and Dietetics, the accrediting agency for the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995, (800)877-1600, ext. 5400.

Information about expenses, admissions policies and procedures, academic calendar, and requirements for graduation are available in the Didactic Program in Dietetics (DPD) Handbook and also in the Harding University Undergraduate Catalog 2011-2012, available at <http://harding.catalog.acalog.com/index.php?catoid=11>

## Bachelor of Sciences Degree Dietetics Major (DIET)

REQUIREMENTS	HOURS
<b>Liberal Arts:</b>	<b>38</b>
Student must take MATH 151 and MATH 200; BIOL 113; POLS 205; PSY 201. These are counted below in the hours required for the major. Do not take PHS 111, 112, 113, <u>PHS 115</u> , <u>PHS 116</u> . The liberal arts requirement for PHS is satisfied by <u>CHEM 121</u> , also counted below in the hours required for the major.	
<b>FCS Program Foundations:</b>	<b>6</b>
FCS 100, 205, 400	
<b>Dietetics Core:</b>	<b>81</b>
FCS 102, 240, 300, 331, 380, 415, 420, 424, 431, 433, 434, 435, 436, 461; BIOL 113, 271; CHEM 121, 122, 215, 216, 324; IS 101; MATH 151, 200; PSY 201; POLS 205; KINS 407 or EXSS 411; MKTG 240	
<b>Remaining Bible:</b>	<b>8</b>
<b>TOTAL HOURS</b>	<b>133</b>

### Outside the Classroom

Students are encouraged to join the Academy of Nutrition and Dietetics and the Harding University Student Dietetic Association. This student organization sponsors trips to state and national conferences where students can interact with professionals in the field. This group is also involved in nutrition-related service activities on campus and in the community. High-achieving students may be selected for membership in Kappa Omicron Nu, an honorary society that recognizes scholarship in the field of family and consumer sciences. Harding's chapter of KON is Nu Delta. The professional associations and honor societies provide excellent opportunities for students to develop leadership skills.

### Employment Opportunities

Graduates with a BS degree in dietetics may take the credentialing exam to become Dietetic Technicians, Registered (DTR), work as agents or nutrition specialists with the Cooperative Extension Service, or work as nutritionists with the Special Supplemental Food Program for Women, Infants, and Children (WIC). Other possibilities include careers in product development, communication and marketing, foodservice management, foodservice purchasing, or catering.

Registered dietitians (RDs) find employment in a wide range of settings, including:

- Health care facilities such as hospitals or clinics
- Business and industry, working in food/nutrition product development, marketing, or communications
- Community or public health facilities
- Universities, as nutrition educators
- Research with food companies, pharmaceutical companies, or colleges, universities, and hospitals
- Government agencies
- Private practice

Harding is committed to the policy of providing equal opportunity for all persons and does not discriminate in admissions, programs, or any other educational functions and services on the basis of race, color, creed, national origin, sex, age, veteran status, religion or disability to those who meet its admission criteria and are willing to uphold its values as stated in the Code of Conduct. Based upon this commitment, Harding follows the principle of nondiscrimination and operates within applicable federal and state laws prohibiting discrimination. As a recipient of federal financial assistance, Harding is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of gender in its admission policies, treatment of students, employment practices or educational programs except as required by religious tenets of the churches of Christ.

**Degree Program for Didactic Program in Dietetics (DPD)**

(DIET)

Effective: Spring 2012

Fall		Spring	
<b>First Year</b>			
BNEW 111: Life and Teachings of Jesus (Gospels)	2	BNEW 113: Faith and Mission of the Church (Acts-Revelation)	2
FCS 102: Food Science	3	ENG 111: Composition I	3
HIST 101 or 102: American History to/since 1877	3	PSY 201: General Psychology	3
MATH 151: College Algebra	3	BIOL 113: Human Structure and Function	3
KINS 101: Wellness	2	FCS 100: Family and Consumer Sciences as a Profession	2
CHEM 121: College Chemistry I	4	CHEM 122: College Chemistry II	4
Total	17	Total	17
<b>Second Year</b>			
BOLD 203: Creation and Kingdom (Genesis-Esther)	2	BOLD 207: Wisdom and Prophets (Job-Malachi)	2
COMO 101: Speech Communication	3	CHEM 215, 216: Organic and Biological Chemistry and Lab	4
POLS 205: American National Government	3	FCS 205: Families in Society	3
MATH 200: Elementary Statistics	3	FCS 240: Family Resource Management	3
ENG 211: Composition II	3	IS 101: Introduction to Information Systems	3
ART/MUS/COMT 101: Art/Music/Theater Appreciation	3	KINS Activity (112-135)	1
Total	17	Total	16
<b>Third Year</b>			
Bible	2	Bible	2
CHEM 324: Biochemistry I	3	ENG 201 or 202: World Literature I or II	3
FCS 331: Human Nutrition	3	HIST 110 or 111: Western Civilization I or II	3
FCS 300: Dietetics Practicum	2	FCS 434: Food Service Purchasing	2
FCS 380: Community Nutrition	3	BIOL 271: Microbiology	4
MKTG 240: Marketing	3	FCS 435: Quantity Food Production	3
Total	16	Total	17
<b>Fourth Year</b>			
Bible	2	Bible	2
Global Literacy*	3	FCS 431: Advanced Nutrition	3
FCS 420: Medical Nutrition Therapy	3	FCS 424: Pathophysiology and Nutrition Care	3
FCS 433: Advanced Food Science	3	FCS 415: Nutrition Education	3
KINS 407 or 411: Exercise Physiology I	3	FCS 436: Food Service Systems Management	3
FCS 400: Senior Seminar	1	FCS 461: Medical Terminology	1
Global Literacy*	3		
Total	18	Total	15

**\*Global Literacy** - 6 hours from:

Select from any modern foreign language courses; GRK 171, 172, 271 or 272 if taken at HUG; ANTH 250; (if BMIS 386 is not used) ART 434; BIOL 250 (cannot use for Natural World credit if used for global literacy); BMIS 280, 386, 387, or 388; COMT 306; ENGR 330 and 331; FIM 445; FIN 435; GEOG 302 or 303; HIST 209, 211, 213, or 215; HNRS 204; HUM 201; HUM 273 (limited to 3 hours); IB 325; IB 345; INST 310; NURS 305 or 413, NURS 344; POLS 202; SOCS 301; SWK 360.

**NOTES:**

- Only one BMIS course may count for global literacy
- Only one course may count for both Bible and global literacy

**International Student Requirements**

Must take HIST 101 or 102 *and* POLS 205

**DEPARTMENT OF FAMILY AND CONSUMER SCIENCES  
HARDING UNIVERSITY  
ACADEMIC ADVISING: STATEMENT OF UNDERSTANDING**

I understand that to complete my degree, I must enroll in the courses listed below. I agree that I will enroll in the courses and bring a copy of my registered classes to my academic advisor. I further agree that I will not drop, add, or change this schedule without consulting with my academic advisor. When I drop/add or change this schedule I will bring a copy of the new schedule to my advisor to be placed in my permanent file.

\_\_\_\_\_

Student's Name (Printed)                      Student's Signature                      Date

I attest to the fact that I have reviewed the schedule below concerning the requirements for this student's major.

\_\_\_\_\_

Academic Advisor's Signature                      Date

Student's Major \_\_\_\_\_ Student's Minor \_\_\_\_\_

Semester \_\_\_\_\_ Student's H# \_\_\_\_\_

**Required Classes for this Semester**

CRN #	Dept.	Course No./Section	Course Title	Credit	Time	Teacher

**Choose remaining hours from the list below**

CRN #	Dept.	Course No./Section	Course Title	Credit	Time	Teacher

**A copy of this will be placed in the student's permanent file.**