October 17, 2011

Dear Prospective Student:

We are very pleased to learn of your interest in the nutrition and dietetics program. The University of Saint Joseph curriculum provides you with the foundation for a challenging and lucrative career. Job opportunities are expected to grow, and the latest information from the U.S. Department of Labor estimates that the average salary for dietitians and nutritionists is $51,470.

Why major in nutrition and dietetics at University of Saint Joseph?

- **A vast array of career opportunities.** Nutritionists and dietitians are employed in clinical environments such as hospitals, health care centers, nursing homes, outpatient facilities, community facilities, industry, food service, hotels, doctors’ offices, corporate wellness programs, etc.

- **We educate the whole person.** Nutritionists and dietitians require a broad skill set. In addition to technical knowledge, you must have excellent speaking and presentation skills. Our Core Liberal Arts Curriculum prepares you to be a well-rounded and broadly educated professional, giving you an added advantage in the workplace.

- **You’ll earn a minor to strengthen your career options.** All nutrition and dietetics majors will earn a minor in biology.

- **The University of Saint Joseph nutrition and dietetics program is accredited by the American Dietetic Association.** This is the organization responsible for administering the Registered Dietitian exam.

- **Hands-on experience in a nutrition setting.** Opportunities for hands-on experience are available at a variety of nutrition related settings in clinical and community settings in Connecticut, as well as at numerous public and private health and education facilities.

Read through this information packet and then visit our [web site](#) to register to attend a Transfer & Transform event or schedule an individual campus visit. A major in Nutrition and Dietetics is great preparation for a career in the 21st Century!

We look forward to having you join us and the USJ community. If you wish to learn more about the nutrition and dietetics program at USJ, please feel free to email me at mlawrence@usj.edu.

Cordially,

Margery Lawrence, Ph.D., R.D.
Chair, Nutrition Department
Bachelor of Science, Nutrition and Dietetics
Transfer and Second Degree Admission Information Packet

“Near the end of my studies as a Nutrition major, I participated in the Dietetic Internship Program. This was one of the best things about my education. The Internship provided me with the experience needed in the field. It also gave me the confidence to transition from college into the professional world.” - Judy Wong ’05
Clinical Dietician, Saint Francis Hospital and Medical Center

Become Part of Our Graduate Success Rate

Join our recent graduates currently employed at institutions like The Hospital of Central Connecticut, Avery Heights, Middlesex Hospital, the University of Connecticut Health Center, Shriners Hospital, the Hospital for Special Care, Saint Francis Hospital and Medical Center, Apple Health Care, or those who have pursued graduate degrees at Tufts University, Quinnipiac University, Boston University, the University of Massachusetts, and the University of Florida.

A degree in Nutrition and Dietetics will prepare you to succeed in the following exciting careers:
Clinical: Hospitals, Health Care Centers, Nursing Homes, Outpatient Facilities
Community: State, Federal and Local Agencies, Wellness Settings
Consultant: Private Practice and Health Care Facilities, Home Care
Education: Colleges, Universities, Hospitals, Secondary Schools
Industry: Product Development, Food Safety, Food Technology, Pharmaceuticals
Media: Advertising, Marketing, Radio, Television, Print Media
Management: Food Service, Business, Industry, Hospitals
Research: Universities, Laboratories, Communities, International Government Agencies

Admission Criteria & Application Steps

Admission for the Nutrition program is on a rolling basis. This means that you can apply and receive an admission decision soon after your application is completed.

In order to be considered for admission, please follow the admission criteria and application procedures outlined below:

Transfer Students

1. A minimum cumulative GPA of 2.5
2. A grade of C or better in any college-level science course (B’s or better preferred)
3. Any pre-requisite science courses previously taken must be completed within the past eight years in order to be reviewed for transfer credit
4. Application requirements:
   a. Completed application for admission submitted online at www.usj.edu/admissions
   b. Official high school transcript
   c. Official transcripts from ALL colleges and universities attended
   d. Application supplements available online at www.usj.edu/admissions
      (recommended, but not required)
e. Personal statement indicating interest in nutrition and strength of academic preparation for success in nutrition (recommended, but not required)

f. Letter of recommendation (recommended, but not required)

**Second Bachelor’s Degree students**

1. Conferral of a bachelor’s degree from a regionally accredited college or university prior to the start of the program
2. A **minimum cumulative GPA of 2.5**
3. A grade of **C or better** in each pre-requisite science course (B’s preferred)
4. Any **pre-requisite science courses** previously taken must be completed within the past eight years in order to be reviewed for transfer credit

5. Application requirements:
   a. Completed application for admission submitted online at [www.usj.edu/admissions](http://www.usj.edu/admissions)
   b. Official transcripts from **ALL** colleges and universities attended
   c. Application supplements available online at [www.usj.edu/admissions](http://www.usj.edu/admissions) (recommended, but not required)
   d. Personal statement indicating interest in nutrition and strength of academic preparation for success in nutrition (recommended, but not required)
   e. Letter of recommendation (recommended, but not required).

**Frequently Asked Questions**

**Bachelor’s of Science Degree in Nutrition and Dietetics**

**Application & Admission Questions**

1) **How long will it take me to complete the program?** For transfer and second degree nutrition students, the program usually requires at least 2 years of full-time study; however, many nutrition students attend at part-time status. Once a student is accepted into the program, an official credit evaluation will determine how many credits are transferring into the program, which will then establish the remaining length of time and courses needed to graduate.

2) **What if I do not have any transferrable science courses completed? Can I still apply?** Transfer students who do not have any sciences completed may apply. If admitted, transfer students can take required sciences prior to beginning at USJ or at USJ while enrolled in the first level nutrition classes.

3) **I am working towards my first bachelor’s degree and expect to graduate in May. Can I still apply for a second bachelor’s degree?** Students who meet the admission criteria may apply pending bachelor degree conferral. Admission is contingent upon successful completion of any in progress course work, and final transcript evidencing conferral of a bachelor’s degree. Students may not register for classes if their degree is not conferred prior to the start of the program.

4) **I am currently taking pre-requisite courses. What do I need to provide?** Students with courses in progress must submit a transcript of in progress coursework and must submit a final official transcript as soon as grades are posted and prior to the start of classes. Admission is contingent upon successful completion of any in progress course work.
5) **What if I attended school outside the United States?** Students who have attended college outside of the United States need to submit an official evaluation of International credit that states what the U.S. equivalency is. An evaluation can be obtained through World Education Service [www.wes.org](http://www.wes.org), or another NACES ([www.naces.org](http://www.naces.org)) approved credential evaluation service and an official copy in a sealed envelope must be submitted together with a student’s application. Students seeking to become registered dieticians must also meet the American Dietetic Association’s requirement of having their International credits evaluated through one of their approved evaluation services so it is important to choose an evaluation service that is not only NACES-approved, but ADA-approved as well. World Education Service is both NACES-approved and ADA-approved. For an up-to-date list of ADA-approved evaluation services, please visit their website at [www.eatright.org](http://www.eatright.org).

6) **I am currently an International student studying in the United States on a student visa. Can I apply to the program?** International students seeking a first bachelor’s degree should visit [www.usj.edu/admissions](http://www.usj.edu/admissions) for additional application and admission requirements for International students. Please note that in order to study at USJ on a student visa, students must be continuously enrolled full-time. This may not be possible for second bachelor’s degree students.

7) **I have a copy of my transcript but it is opened. Will this be accepted?** In order for a transcript to be considered official, it must be submitted to University of Saint Joseph in a sealed envelope and must bear the official seal of the college or university. Unofficial, faxed, or opened transcripts are not accepted.

8) **Who makes the admission decision?** Admission decisions are made by the Nutrition department, but the process is centralized in the Office of Admissions.

9) **Where do I send my admission application and transcripts?** Please apply online at [www.usj.edu/admissions](http://www.usj.edu/admissions) and then mail the rest of your application materials to:

   University of Saint Joseph
   Office of Admissions
   1678 Asylum Avenue
   West Hartford, CT 06117

**Transfer of Sciences and Nutrition Course Questions**

10) **I took my science courses at a Connecticut community college. How do I know if they will be accepted?** University of Saint Joseph has an articulation agreement with Connecticut’s community colleges. To find out which courses are accepted in transfer from these institutions, please visit [www.usj.edu/articulation](http://www.usj.edu/articulation).

11) **My science courses were taken over 8 years ago. Must these be retaken?** Biology and Chemistry courses that are more than 8 years old are not accepted in transfer toward nutrition program requirements. Applicants would need to retake these courses or these can be assessed on an individual basis.

12) **I took one of the required sciences but did not take the lab. Will this meet the pre-requisite?** Pre-requisite sciences are only accepted to meet the requirement if they are taken with a lab.
13) I received a pass/fail grade on a pre-requisite course. Can this count? In most cases, courses must be graded to be accepted in transfer, unless the institution has a notation that a P is equivalent to a minimum specified grade.

14) Can graduate level courses count towards my Second Bachelor’s Degree pre-requisite courses? Required courses must be at the undergraduate level unless approved by the Chair of the Nutrition Department.

15) I am not sure if the science courses I have taken meet the pre-requisite courses. How can I find out? If you have taken your courses at a Connecticut community college, this information can be found online at www.usj.edu/articulation. If you attended a different college or university, meet the requirements for the program and are accepted, a formal credit evaluation will be done. Unofficial transfer credit evaluations are done at Transfer and Transform events throughout the year. Visit www.usj.edu/visitus for more information.

Nutrition Program Questions

16) With what internship facilities does USJ have clinical placements for students? Nutrition interns are can choose from a variety of nutrition related internships in clinical and community settings in Connecticut, as well as at numerous public and private health and education facilities. The internship portion of the program is completed after the B.S. has been conferred and has a separate application process.

17) Can I work full-time or part-time during the Nutrition Program? Most Nutrition courses are offered during the daytime so your work schedule would have to be flexible around day classes that would change semester-to-semester. However, many second degree nutrition students complete the program on a part-time basis so it may be easier for a second degree student to work while completing the nutrition program.

18) What is the cost of the program? Program cost depends on the number of credits a student takes per semester. Please see the USJ website for information on current tuition and fees: http://www.usj.edu/tuition. Please note there is a difference in cost for students who attend part-time (6 credits per semester), ¾ time (9-11.5 credits per semester) and full-time (12 credits or more per semester).

19) Is financial aid available? Yes, for matriculated students taking at least 6 credits per semester. Students interested in applying for financial aid should submit their FAFSA online at www.fafsa.ed.gov. The University of Saint Joseph school code is 001409.