**Combined Master’s in Nutrition/Dietetic Internship Program at Saint Elizabeth University (SEU)**

**Program Description**
The combined Master’s in Nutrition/Dietetic Internship Program (MS/DI) is earned with 38 credits. Accepted students complete 20 hours of **online** MS in Nutrition coursework prior to completing 18 credits of Dietetic Internship (DI) program-specific coursework, which includes a minimum of 1200* hours of supervised practice.

*In response to COVID19, the Accreditation Council for Education in Nutrition and Dietetics (ACEND) has allowed for adaptation of practice hours for students graduating between January 2020 and June 2022. ACEND continues to advise programs and the SEU Combined MS/DI program will continue to operate within the guidance.*

Students who successfully complete the program receive a Master of Science in Nutrition and a verification statement of program completion. They are then eligible to take the National Registration Examination for Dietitians (RD/RDN).

The program offers a total of 36 positions. Eighteen (18) positions in the Entrepreneurial Nutrition Practice Concentration (ENP) are available and students matched to it start the program August/fall semester. The other 18 positions are in the Community and Public Health Nutrition Concentration (CPHN) with a January/spring semester start.

The ENP concentration matches through the national matching process in April. Up to twelve (12) of the CPHN concentration positions will be available in the April match. The remaining six (6) positions in CPHN are available in the November match. Students may apply to one or both concentrations; the concentration is assigned based on the match. All positions are full-time, and students are matched to a specific concentration. The program participates in second round match if positions are not filled. The University offers a pre-select option for our own Foods and Nutrition majors which may impact the total number of available positions in the program.

To apply, students must complete a DICAS application, register with and rank the appropriate program code with D&D Digital, and complete the Interview Availability form at the University website. Student must also pay the fees associated with each step of the application process (DICAS, D&D and the Combined MS/DI Application fee).

**Directions are available on the next page of this document, on the website at** [www.steu.edu/di](http://www.steu.edu/di) **and by contacting the director at kcarozza@steu.edu.**

The program’s mission, goals and outcomes and course descriptions are available on the website at [www.steu.edu/di](http://www.steu.edu/di).

**Accreditation Status**

The Dietetic Internship Program of Saint Elizabeth University is granted accreditation status by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), the accrediting agency for the Academy of Nutrition and Dietetics through December 31, 2024. ACEND is a specialized accrediting body recognized by the United States Department of Education.

The address and phone number of ACEND is 120 South Riverside Plaza, Suite 2190, Chicago, Illinois, 60606, 312/899-4876. More information is also available at [www.eatright.org/acend](http://www.eatright.org/acend)
Application Options
The SEU Dietetic Internship offers two application options: Pre-select for those enrolled in the BS/DPD option at Saint Elizabeth University who elect to apply through this option and General Application for all other applicants.

General Admission Procedures
Applicants to the combined Masters in Nutrition/Dietetic Internship (MS/DI) must follow the procedures described in the application process and complete the applicant interview availability document available at www.steu.edu/di.

The program has three steps to the application process. Applicants must participate in the
(1) Dietetic Internship Centralized Application Service (DICAS)
(2) D&D Digital processes, including meeting all DICAS and D&D Digital deadlines. Applicants are responsible for fees paid directly to DICAS and D&D as well as for the SEU MS/DI application fee.
(3) The third step in the process is to complete the program’s Applicant Interview Availability form online and submit the Application Fee online to the University by February 10 for April Match and September 20 for the November Match. This form is available at www.steu.edu/di (updated annually in July/August) for subsequent academic year.

Applicants are not required to complete additional University application components. The MS/DI application process is separate from other graduate program admissions. The GREs are not required.

Applicants are responsible for meeting all application deadlines

Students accepting pre-select or matched appointments to the program will be expected to complete a modified graduate application and provide original transcripts and an original DPD verification statement before beginning the program.

SEU Pre-Select Applicants (ONLY AVAILABLE TO Saint Elizabeth University’s Current Foods and Nutrition Students)
The Pre-select MS/DI at the university provides pre-select admission to the MS/DI program for students enrolled in the SEU DPD program. Students accepted into this option complete the master’s in nutrition and the dietetic internship program over two years after completion of the BS degree and DPD Verification coursework. Upon completion of the MS/DI, the student receives a Master of Science Degree in Nutrition and receives a DI Verification of Program Completion allowing the student to sit for the National Examination for Registered Dietitians/Nutritionists (RD/RDN).

The program offers two concentrations: Entrepreneurial Nutrition Practice (ENP) or Community and Public Health Nutrition (CPHN). Students qualified to apply for the pre-select option must select one of the two concentrations at the time of application and indicate that choice in the letter of application. ENP starts in August/Fall semester and CPHN starts in January/Spring semester.

Up to six (6) of the eighteen (18) ENP positions and up to six (6) of the eighteen (18) CPHN positions may be filled using the pre-select option. Applicants apply at the beginning of the Senior year and are expected to have a 3.0 overall GPA (based on academic transcripts all schools attended for undergraduate and/or graduate coursework) and a 3.5 GPA in the DPD courses at the time of application.

Students wishing to apply through this option should contact the Dietetic Internship Director between August 1 and September 1 for application forms and instructions.

Application materials will be due on September 15. No late or incomplete applications will be accepted.
Qualified applicants will be required to provide:

- Application form (obtained from DI Director)
- Recommendation (from outside SEU, using form provided)
- Letter of application (indicating choice of concentration and reason for interest)
- Resume
- Interview

A committee of Foods and Nutrition faculty will review and score the pre-select applications and decide by October 1. Applicants accepted will be required to confirm acceptance by October 15. Acceptance is provisional and will require maintenance of at least a 3.2 DPD GPA, and that the student earn a DPD Verification, and model professional integrity and the Academy’s Code of Ethics. A description of professional integrity is published in the Foods and Nutrition Program and University Student Handbooks available on the SEU website. Students not able to meet the pre-select requirements during the senior year will forfeit her/his slot in the MS/DI.

To apply through to the MS/DI pre-select option students must have:

- Completed the prerequisites to the MS in Nutrition program including; Human Physiology, (or Anatomy and Physiology I and II), Introductory and Organic Chemistry, Nutritional Biochemistry I and II and Statistics
- Must have a 3.0 overall GPA at the time of application, 3.5 GPA in the DPD coursework
- If accepted, maintain at least a 3.2 GPA in the DPD requirements through senior year

Please note, the pre-select option is not an automatic acceptance. Applicants will be scored on the following criteria:

- Overall GPA
- DPD GPA
- Recommendation (from non-SEU source, either work or volunteer)
- Letter of application
- Work/volunteer experiences
- Interview

Students confirming acceptance into the MS/DI will not be eligible to apply to other programs using the Dietetic Internship Centralized Application System (DICAS) or national computer matching through D&D Digital. In addition, the student must remove him/herself from other application processes for similar programs that do not participate in DICAS or D&D. Applicants who violate these terms of acceptance will automatically revoke their admission to the SEU MS/DI.

After evaluation of the application, an applicant who is not accepted through the pre-select option is advised to contact the DI Program Director to discuss options and findings of the pre-select committee. In most cases, the applicant will be advised to apply through the traditional matching process and will be given direction to improve her application.

**MS in Nutrition**

Individuals applying to the dietetic internship are also applying to the SEU Master’s in Nutrition as the program is a combined MS/DI. GRE’s are not required. Because the coursework is online, many international students are not eligible to participate. International applicants are responsible for understanding these requirements.
Students matched to the program will be expected to matriculate into the MS in Nutrition and complete 20 credits of coursework online in addition to 18 credits of Dietetic Internship specific coursework and supervised practice. Upon completion of the MS/DI the intern will receive both a master’s in nutrition and Verification of Program Completion and are eligible to participate in the university’s graduation program. Successful completion of the MS/DI establishes eligibility to sit for the National Registration Examination for Dietitians.

**Program Position and Concentrations**
The combined SEU MS/DI program has 36 positions.

- Eighteen (18) positions in the Entrepreneurial Nutrition Practice Concentration with D&D match code 418 for the APRIL MATCH ONLY.
- Twelve (12) with the D&D match code of 134 for the Community and Public Health Nutrition Concentration for the APRIL MATCH.
- And six (6) for the Community and Public Health Nutrition Concentration with D&D match code of 616 for the NOVEMBER MATCH.
- Unfilled slots will be filled based on rank order from the program selection process.

Up to 12 of these 36 positions may be filled through the Saint Elizabeth University pre-select option available only to SEU students. Students applying from the general application pool are encouraged to ask the number of available positions after October 15th when the pre-select option is completed.

The MS/DI has a concentration in Entrepreneurial Nutrition Practice with an August/fall semester start and one in Community and Public Health Nutrition with a January/spring semester start.

Students may apply to one or both concentrations. If matched, the student is obligated to participate in the concentration to which the student was matched. Changing concentrations is not an option during the program.

In the event the program does not fill during first round match, it will participate in second round match. Please see instructions on the website for second round match.

**GPA Requirement**
Applicants with an overall 3.2/4.0 GPA who also follow all application instructions and meet all application deadlines will be offered an interview. Applicants with a 3.0 to 3.1 overall GPA will be reviewed and maybe offered an interview. Applicants with lower than a 3.0 overall GPA are not likely to be offered an interview or acceptance into the program.

**Bachelor’s Degree and DPD Verification**
All students matched to the MS/DI must have a minimum of a bachelor’s degree from a U.S. regionally accredited college or university or foreign equivalent and a Verification Statement from a Didactic Program in Dietetics (DPD), meeting requirements of the Accreditation Council for Education in Nutrition and Dietetics.

At the time of application, students who have not completed the educational requirements provide an Intent to Complete on DICAS through the DPD Director at their institutions. Applicants must successfully complete a bachelor’s degree and DPD Verification prior to the program’s start date. Applicants matched to the program must provide an official transcript with degree noted and DPD Verification Statement prior to the program’s start date.
Medical and Background Clearance

Final acceptance into the Program requires the applicant to meet all admission criteria, health and medical requirements including proof of immunization including but not limited to MMR, varicella, Hep B., annual flu shot, COVID-19 testing and any other requirements of participating sites. Proof of medical insurance and student healthcare background clearance are also required.

In addition, those matched to the program must complete acceptable background checks and medical clearances at the expense of the applicant. This is required as a condition of admission to the MS/DI program. Certain medical clearances must be obtained during a specified time period before the start of the supervised practice. Interns will be advised regarding the proper forms and timeline to complete these requirements.

Interns are expected to attend a mandatory virtual orientation before supervised practice begins (usually the first or second Monday of the June for the August start and in September/October for the January start).

Courses from MS in Nutrition Core and Electives (20 credits) for the Entrepreneurial Nutrition Practice Concentration – Fall, spring, summer

FN 620 Child/Adolescent Nutrition (2) (summer between courses and supervised practice)
FN 625 Health Promotion and Aging (3)
FN 630 Interventions & Strategies for Weight Management (3)
FN 650 Advanced Nutrition & Metabolism (3)
FN 655 Research Methods for Health Professionals (3)
FN 677 Program Design & Management in Community Nutrition (3) (includes supervised practice hours)
FN 624 Integrative Nutrition & Health Therapies (3)
OR FN671 Sports Nutrition for Health & Performance (3)

Courses from the MS in Nutrition Core and Electives (20 credits) for the Community and Public Health Nutrition Concentration – Spring, summer, fall

FN 620 Child/Adolescent Nutrition (2) (summer between coursework)
FN 625 Health Promotion and Aging (3)
FN 626 Intro to Public Health Nutrition (3)
FN 630 Interventions & Strategies for Weight Management (3)
FN 650 Advanced Nutrition & Metabolism (3)
FN 655 Research Methods for Health Professionals (3)
FN 677 Program Design & Management in Nutrition (3)

These courses are taken prior to supervised practice, on-line and full-time. Preparatory work is also assigned to students prior to supervised practice. It is designed to better prepare students for practice and to provide simulated learning experiences.

Dietetic Internship Core Courses (14 credits)

FN612 Simulated Practice & Experiential Learning in Clinical Nutrition Care (6)
FN602 Advanced Experiential Learning in Clinical Nutrition Care (1)
FN608 Experiential Learning in Dietetic Management (3)
FN613 Simulated and Experiential Learning in Community Nutrition (1)
FN606 Professional Communications in Nutrition and Dietetics Practice (3)
**Dietetic Internship Concentration Courses (3 credits)**

FN604 Experiential Learning in Entrepreneurial Nutrition Practice (3)

OR

FN610 Experiential Learning Public Health and Community Nutrition Programming (3)

**Dietetic Internship Capstone Requirement**

FN 694 Capstone in Supervised Practice in Dietetics (1)

* Ten credits from FN 612 Simulated Practice & Experiential Learning in Clinical Nutrition Care (6), the concentration (3) as well as FN 694 (1) are accepted from the dietetic internship coursework to complete the MS in Nutrition during the second year.

**Supervised Practice**

Supervised practice is divided into five areas: Clinical Dietetics, Departmental Management, Community Nutrition, Professional Development and the Entrepreneurial Nutrition Practice (ENP) concentration or Community and Public Health Nutrition (CPHN) concentration. The schedule is planned on a rotational basis. Students will participate in an orientation and simulated practice experience prior to the clinical rotation.

Clinical dietetics includes 440 hours of intensive training in a variety of medical surgical specialties, nutrition support, critical care, outpatient and extended care environments. Seven weeks of clinical training is completed at either Morristown Medical Center or Overlook Medical Center. Additional hours will be completed at out-patient and extended care facilities. These facilities are located throughout the state.

Departmental Management is completed in a healthcare facility and on campus with Campus Kitchen at Saint Elizabeth University over a six-week period.

During the Community Nutrition rotation, students experience a variety of settings including child nutrition programs, community outreach and maternal health. An 80-hour culminating practice experience, evidence analysis investigation project, participation in the New Jersey Academy of Nutrition and Dietetics’ Annual Meeting and/or other professional meeting as well as training in Motivational Interviewing and professional use of social media are part of the Professional Development Rotation.

The ENP Concentration includes 120 hours in Nutrition Education and Counseling at the University’s Center for Nutrition, on other campuses and/or in corporate wellness or employee wellness settings. The Retail/Supermarket unit consists of 80 hours and rounds out the 200 hours in the concentration. The CPHN Concentration is completed with 160 hours in 3 units, Federal Food and Nutrition Programs (through Summer Child Nutrition Programs), Public Health Nutrition Education and Programming (through SNAP Ed) and with a unit, Farm to Fork completed at a variety of settings.

*A complete list of our practice hours and rotations can be found at the University’s website on the Dietetic Internship page* [www.steu.edu/di](http://www.steu.edu/di).

**Schedule and Practice Sites**

During the first year, students take coursework online and do not need to relocate. The ENP concentration completes the program over two academic years with one course in the summer between these years. The CPHN concentration completes the coursework full-time starting in the spring semester, takes one course in the summer, completes coursework the following fall and completes supervised practice from January through August. During Supervised
Practice, the practice hours are completed 32-40 hours a week in a rotational basis. Supervised practice will be scheduled on a rotational basis.

Seven weeks of clinical training are completed at one of two medical centers as outlined above. Clinical faculty preceptors employed by the University are responsible for providing and overseeing on-site at Morristown Medical Center or Overlook Medical Center. This is supplemented with simulated work on campus using the simulation labs and case studies.

Each student will complete a clinical unit in extended care at either a long-term care center, rehabilitation center, psychiatric or developmental center. Students will also complete a clinical experience in an outpatient setting, such as diabetes, dialysis or clinic. These sites are primarily located in northern and central New Jersey. Every effort is made to place students within a reasonable commute to the student’s residence, except for the seven clinical weeks as described above.

For Community nutrition, non-profit agencies and corporations provide additional practice opportunities. Experiences will be supervised by Saint Elizabeth University faculty, Registered Dietitian/Nutritionists and other qualified food and nutrition or health professionals employed by the sites.

The faculty/staff of the University are responsible for all contractual and insurance arrangements and placements, except for Community Nutrition Education unit. Students are responsible for identifying a community practice site and assisting faculty/staff with the contractual agreement and complete these during FN677 Program Design and Management in Community Nutrition. Some practice hours for the CPHN concentration are completed during FN626 Intro to Public Health (nutrition). Students are responsible for their own travel and communicating with sites for workplace details (time/place to report, ID badge needs, etc.).

Most students are placed closer to their residence for the departmental management rotation, approximately 4 days a week for 6 weeks. One day a week is completed on campus with a food recovery program, Campus Kitchen at SEU.

A final entry-level practice experience is completed at a site of the interns choosing. Other professional and community activities are included at various locations and on campus.

The SEU Combined MS/DI is not accredited to provide supervised practice in a distance format.

Most of the hours are completed during a typical weekday, but weekend hours are common in the community rotations. Students receive prior notice to those hours. Practice hours by rotation and unit are available on the website at www.steu.edu/di.

**Tuition/Fees**
The following program costs are projected for the 2020-2021 academic year for full-time interns. Costs are estimated based on present tuition. Tuition is general published in April prior to enrollment.

<table>
<thead>
<tr>
<th></th>
<th>Estimated Annual Cost</th>
<th>Estimated Program Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition (19 credits/year)</td>
<td>$19,019</td>
<td>$38,038</td>
</tr>
<tr>
<td>University Fees (est. $325/semester)</td>
<td>$ 650</td>
<td>$ 1,300</td>
</tr>
<tr>
<td>Mandatory Accident Insurance</td>
<td>$ 89</td>
<td>$ 178</td>
</tr>
<tr>
<td>Program Fee (Review/Professional Practice Participation/ Supervised Practice Year Only)</td>
<td></td>
<td>$ 500</td>
</tr>
<tr>
<td>Total</td>
<td>$19,758</td>
<td>$40,016</td>
</tr>
</tbody>
</table>
**Additional Costs**

Interns should budget for additional program-related expenses, which include the following:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Coats</td>
<td>$50.00 (approximately)</td>
</tr>
<tr>
<td>Textbooks and Supplies</td>
<td>$200.00 – $500.00</td>
</tr>
<tr>
<td>Physical Examination and Tests</td>
<td>Variable</td>
</tr>
<tr>
<td>Criminal Background Search (approx.)</td>
<td>$60.00-250.00</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$200.00 – $250.00</td>
</tr>
<tr>
<td>Travel</td>
<td>Variable</td>
</tr>
</tbody>
</table>

Required textbooks for the Dietetic Internship are primarily those utilized during your undergraduate program. Additional texts may be required for the MS in Nutrition coursework. Interns are required to be student members of the Academy of Nutrition and Dietetics and obtain subscriptions to the Nutrition Care Manual and other online resources.

Health Insurance estimate refers to Student Health Insurance purchased through the University’s affiliate.

Interns are responsible for the cost of their own transportation including insurance, housing, parking fees, and meals. These costs may vary depending upon living arrangements, length of commute, and supervised practice site arrangements.

NOTE: Saint Elizabeth University reserves the right to make changes in the tuition and fee structure as needed. Please refer to the website for more information.

**Financial Aid**

The Academy of Nutrition and Dietetics provides scholarships to students applying to dietetic internships. Scholarships are awarded on a competitive basis. Applications for scholarships should be requested from The Academy of Nutrition and Dietetics Foundation. Applicants are encouraged to seek additional sources of scholarship funding. In addition, interns may contact the financial aid office for further assistance regarding funding options.

*For successful completion, students must maintain a B average in the master’s portion of the program. In addition, students will receive an academic warning if a "C/C+" grade is earned in any one course. Two "C/C+" grades will place the student in suspension and the student will not be able to earn the Verification and may not be able to complete the master’s program.*