

# **Student Handbook**

For students earning a  
Bachelor of Science in  
Family & Consumer Sciences

Majoring in  
Human Nutrition and Dietetic Science

## **Nutrition Education**

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## Foreword

Welcome!

On behalf of the faculty in Human Nutrition and Dietetic Science (HNDS) of the Department of Family and Consumer Sciences, we wish to extend you a heartfelt welcome. It is our sincere wish that you find personal and career satisfaction and growth as an HNDS student at New Mexico State University (NMSU).

The HNDS Nutrition Education Student Handbook is a guide that provides information about the program and the educational process. The information presented here outlines the regulations and policies above and beyond those presented in the NMSU Undergraduate Catalog, NMSU Schedule of Classes and the NMSU Academic Calendar.

Please do not hesitate to consult with any Human Nutrition and Dietetic Science faculty member for further clarification and information. The faculty and staff of the department are here to help you attain your goals throughout your academic career.

## Department Overview

The HNDS major in the Department of Family and Consumer Sciences (FCSC) of the College of Agricultural, Consumer, and Environmental Sciences (ACES) at NMSU provides educational opportunities for individuals who seek careers as nutrition educators and dietitians. Consistent with the mission of the university, the department serves the educational needs of a diverse student body.

The Nutrition Education option is a program of study within Human Nutrition and Dietetic Science major in the Department of Family and Consumer Sciences. It is different from the Dietetics option which is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND). The Nutrition Education option is not an accredited program and is not part of the pathway toward becoming a registered dietitian nutritionist (RDN).

The HNDS Nutrition Education option is designed to enable students to work alongside RDNs and as community health workers.

Students completing the NMSU HNDS Nutrition Education program will earn:

- a Bachelor of Science degree in Family and Consumer Sciences with a major in Human Nutrition and Dietetics Science

## Mission Statement

We aspire to provide our regional and national communities with competent nutrition professionals that apply and communicate up-to-date, evidence-based nutrition information. We are committed to providing our students an educational experience of the highest quality that emphasizes resourcefulness, professionalism, and cultural competence. We engage in fair and open conduct that enhances student and faculty morale. We aspire to continually complete and involve students in progressive nutrition research that informs and serves our community.

## Communication Within the Program

The HNDS email is the main mode of program-wide communication between the Director and students within the program. Student email addresses will be collected in NUTR 2120 Seminar I: Becoming a Nutrition Professional; however, students should request their email address be added prior to taking this course. **All HNDS students must use their NMSU email address to communicate with faculty and staff at the University and in the HNDS program.**

The director and/or program manager will send emails regarding the program application process, experiential opportunities, dietetic internships, field-related job opportunities, professional organization events, academic seminars, and the Student Association of Nutrition and Dietetics.

## Rights and Responsibilities

As members of the university and the Department of Family and Consumer Sciences community, students acquire rights and responsibilities. Specific university-wide student rights and responsibilities are contained in the New Mexico State University Student Handbook (<http://studenthandbook.nmsu.edu/>). Every student is responsible for being knowledgeable about the university policies and procedures contained in the NMSU Student Handbook and Undergraduate Catalog (<http://catalog.nmsu.edu/>) and those of the Department of Family and Consumer Sciences and the Baccalaureate degree in Family and Consumer Sciences with a major in Human Nutrition and Dietetic Science. Changes in policies and procedures will be made available to students and each student shall be responsible for being aware of and abiding by the changes. Students have:

- a right to a sound education;
- a right to and a responsibility for having a creative educational opportunity;
- a right to and a responsibility for having the highest quality instructors available;
- a right to and a responsibility for achieving input into curriculum planning;

- a right to and a responsibility for achieving self-directed learning;
- a right to and a responsibility for participating in interdisciplinary activities;
- a right to due process;
- a right to and a responsibility for insuring peer review and self-evaluation;
- all the rights and privileges of internal governance;
- a right to and a responsibility to organize and participate in an organization directed toward achieving professional goals;
- a right to and a responsibility for facilitating change in health care delivery through various channels;
- a right to and a responsibility for assembling and exploring fundamental and current professional issues and concerns;
- a right to and a responsibility for organizing in a flexible structure to encompass and represent the diversities within dietetics and be representative of the fundamental and current professional issues and concerns;
- a right to and a responsibility for fostering a better correlation between dietetics education and practice.

## **Policies and Procedures**

### ***University Policies & Procedures***

Please refer to the [NMSU catalog](#) for information about standard policies and procedures in relation to student conduct, confidentiality, plagiarism, admission, enrollment, grades, graduation, etc. All students within the HNDS program must adhere to the University policies unless otherwise stated.

### ***HNDS Program Policies & Procedures***

#### *Advising*

All HNDS students are assigned a full-time HNDS academic advisor. Students completing their first or second year of the program are advised in the Center for Academic Advising and Student Support (CAASS). Third and fourth year HNDS students receive academic and career advising/mentoring from HNDS faculty. See below for a list of HNDS advisors and their contact information.

Students considering selecting HNDS as their major are required to schedule a meeting with an HNDS advisor. Students must be advised **once per semester** to ensure proper progression through the program and prepare for the next registration period. During this meeting, provide your advisor with an [updated roadmap](#) (see Appendix A), a plan of action, and specific questions. Your advisor will provide guidance and input as to the accuracy of these materials. ***Students who do not follow the recommendations of their advisors may fall into a course***

***progression that requires an additional semester to finish coursework.*** Students who come to advising sessions unprepared will be rescheduled.

It is imperative that the students understand that program policies will be enforced. This includes the fulfillment of course prerequisites, course requirements, and program requirements. ***Students should not approach their advisor about exceptions to these policies and requirements.***

What to discuss with your HNDS advisor:

Students are encouraged to contact/meet with their advisor to discuss the HNDS program, HNDS course curriculum, SAND/HNDS student activities, and professional activities.

What to discuss with other University advisors:

Students are to direct all questions regarding course scheduling and registration, complying with the program road map, and following the course catalog to the University Advisor. The University Advisor will determine if it is necessary to refer to the HNDS faculty advisor.

Students are to direct personal, emotional, and/or psychological issues/concerns to the University counseling service office. Questions and concerns about financial aid, tuition, and fees must be directed to the financial aid or registrar's office. The HNDS faculty advisors are not qualified to provide these services. Please see the course catalog for more information.

**HNDS advisors are mandatory reporters.** They are required, by law, to report any observation or discussion indicating a threat to the students, the faculty, the staff, or any other aspect of the University. **You do not need to ask for help before your advisor reports any conversation, email, or rumor to be investigated by the University.**

Current advisors are:

Karen L. Plawecki, PhD, RD  
Interim Director, Didactic Program in Dietetics  
Food and Nutrition Extension Specialist, Extension Family and Consumer Sciences  
[plawecki@nmsu.edu](mailto:plawecki@nmsu.edu)

Dr. Devon Golem, PhD, RD  
Interim Program Manager and Program Advisor  
[dgolem@nmsu.edu](mailto:dgolem@nmsu.edu)

Shadai Martin, PhD, RDN  
Assistant Professor, Human Nutrition and Dietetic Science  
[ssmartin@nmsu.edu](mailto:ssmartin@nmsu.edu)

Deborah Burns, PhD  
Lead Academic Advisor, Applied and Clinical Health Sciences [drburns@nmsu.edu](mailto:drburns@nmsu.edu)

Center for Academic Advising and Student Support  
Book your appointment online: <https://nmsu.navigate.eab.com>  
Center for Academic Advising and Student Support: 575-646-2941

## Grades

Each course syllabus contains specific information about course grading procedures. It is policy of NMSU's HNDS program that students earn a C or better in all field-related coursework (as indicated on the road map). **Please note a C- is does not meet this requirement.** Students who earn a C- or lower in a course must retake the course for a better grade.

Students earning lower than a C grade in the specified courses will be counseled to either 1) pursue free tutoring from the Student Success Center or meet with their professor for help with course content, 2) withdraw from the course if performance cannot be improved, 3) retake the course for a better grade, or 4) meet with the program Director to discuss a course of action.

Faculty of upper-division HNDS courses may meet with students making poor progress as indicated by multiple absences, poor quality work, low grades, etc. The need for tutoring or other student support services will be assessed and a plan for improvement will be discussed. Faculty may refer struggling students to Quick Connect, a system which alerts trained responders to contact the student and assist with securing resources to meet the student's needs.

Students who wish to appeal a grade are advised to utilize the student grievance procedure outlined in the New Mexico State University Student Handbook.

## Remediation Plans

HNDS Faculty and the DPD Director will meet with students making poor progress as indicated by multiple absences, poor quality work, low grades, etc. The need for tutoring or other student support services will be assessed and a remediation plan will be developed. The remediation plan will be signed by the student, Program Director, and Department Chair. Additionally, faculty may refer struggling students to Quick Connect, a system which alerts trained responders to contact the student and assist with securing resources to meet the student's needs.

## Progression

To prepare students for success, the HNDS program has been developed as a cohesive set of courses enabling progressive learning. For example, students must learn the foundation sciences prior to learning nutrition and dietetic sciences.

The course numbering system at NMSU indicates the difficulty level of the course through the thousands position. Students should complete 1000- and 2000- level courses (lower division) before enrolling in 3000- and 4000- level courses (upper division). The 4000- level courses are the last set of courses that students should complete.

There are two reasons that students are required to progress using the course level and road map:

- 1) Students are to accumulate learning skills in a progressive fashion.
  - a. For example, 2000- level courses may require students to summarize one research article in a one-page report. Students will learn how to read the article, how to structure a one-page report, and how to cite and reference the article in their paper.
  - b. Compared to a 4000-level course where the same students are required to compose a 10-page report on a topic while citing and referencing a minimum of 10 research articles. In this course, the instructor will assume that the students have learned how to find articles, write papers, as well as cite and reference sources.
- 2) Students are to accumulate content information in a progressive fashion.

For example, the information learned in NUTR 2110: Human Nutrition will be referred to as common knowledge in all upper division HNDS courses (NUTR 3110, 3710, 3750, 4110, 4210, 4220, 4230, 4233, 4235, etc.). While the information in NUTR 3110: Nutrition Throughout the Life Cycle will be referred to as common knowledge in the HNDS courses with higher numbers.

Students are to use the road maps provided on the HNDS website as a guide along with the NMSU course catalog to determine their progression through the program.

## Dedicated Catalog Year

Students are to adhere to the curriculum requirements published within their catalog year (the year in which they were admitted to NMSU). For example, if a student first registers for classes in the Fall of 2019, their dedicated catalog will be the 2019-2020 catalog. Unless a course is no longer offered, course substitutions will not be permitted.

Students may submit a formal request to the Program Director and Department Chair to change their catalog year. This formal request must include a convincing case with detailed reasoning for the desired change.

## Recency of Education

Academic course credit will be granted for science courses, such as Chemistry and Biology, that were completed within the past 10 years from date of admission. Program-related courses (i.e. nutrition, wellness, health courses) must have been completed no more than 5 years prior to date of admission in order to receive credit toward the degree.

## Transferring Credits

Students wishing to transfer credits from previously attended institutions may do so through the Registrar's Office. Official transcripts must be ordered from previous institution and sent to the Registrar's Office per stated protocol of the NMSU Transfer Center (<http://admissions.nmsu.edu/apply/transfer-students/>).

### *Transferring Nutrition Course Credits*

All previous transcripts submitted to NMSU are sent to the HNDS faculty for nutrition course review after general course review has been completed by the Registrar's Office. The HNDS faculty member/program director advises the Academic Office regarding which previous nutrition course credits will transfer to fulfill HNDS program requirements.

Students transferring from an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts and/or degrees. An evaluation must be completed even if the foreign course work has been accepted by another university in the United States. Below is a list of approved foreign transcript evaluation organizations. These organizations are private enterprises that charge a fee for their services. Such fees are the student's responsibility.

### **Agencies approved by the Commission for Foreign Transcription Evaluation**

Educational Credential Evaluators, Inc. PO Box 514070 Milwaukee, WI 53203-3470 Phone: 414/289-3400 Fax: 414/289-3411 e-mail: <a href="mailto:EVAL@ece.org">mailto:EVAL@ece.org</a> Web Site: <a href="http://www.ece.org">http://www.ece.org</a>	International Education Research Foundation, Inc. Credentials Evaluation Service PO Box 3665 Culver City, CA 90231 Phone: 310/342-9451 Fax: 310/342-7086 E-mail: <a href="mailto:info@ierf.org">info@ierf.org</a> Web Site: <a href="http://www.ierf.org">http://www.ierf.org</a>
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<p>Educational Records Evaluation Service          601 University Avenue, Suite 127          Sacramento, CA 95825-6738          Phone: 916-921-0790          Fax: 916-921-0793          E-mail: <a href="mailto:edu@eres.com">edu@eres.com</a>          Website: <a href="http://www.eres.com/">http://www.eres.com/</a></p>	<p>World Education Services          Application for Evaluation of Foreign Educational          Credentials          Bowling Green Station          P.O. Box 5087          New York, NY 10274-5087          Phone: 212-966-6311          Fax: 212-739-6100          E-mail: <a href="mailto:INFO@wes.org">INFO@wes.org</a>          Web Site: <a href="http://www.wes.org">http://www.wes.org</a>          (Note: WES is not authorized to evaluate          coursework from Spain)</p>
<p>Institute for International Credentials          Evaluations at California State University,          Fresno          5150 North Maple Avenue, M/S 56          Joyal Administration, Room 211          California State University, Fresno          Fresno, CA 93740-8026          (559) 278-7622          Fax: (559) 278-7879          E-mail: <a href="mailto:iicecsufresno@cvip.net">mailto:iicecsufresno@cvip.net</a></p>	<p>Verifications also accepted from:          Private Educational Credentialing Agencies that are          members of NACES</p> <p>Website: <a href="http://www.naces.org/members.htm">http://www.naces.org/members.htm</a>          E-mail: <a href="mailto:naces@ierf.org">naces@ierf.org</a></p>

### Grievance Procedure

Students who have a grievance related to any NMSU course should first consult the course instructor to find a resolution. If the issue is not resolved, the student may consult the following NMSU administrators in order. (Do not skip ahead on the list as it will waste your time and you will be referred to the first position that you skipped).

- 1) **Course instructor (if the issues is course-related)**
- 2) **HNDS Program Director (for course, program, and professional grievances)**
- 3) FCSC Department Chair
- 4) ACES Associate Dean of Academics
- 5) ACES Dean
- 6) NMSU Provost
- 7) NMSU President

The course instructor and/or the HNDS program director are the first two staff members for all grievance reports. They should only be skipped if you are not comfortable reporting to them.

Refer to the NMSU Discrimination Policy for the reporting procedure of all grievances related to discrimination or sexual misconduct. Report to the HNDS program director and the Office of Institutional Equity (<http://eeo.nmsu.edu>).

For grievances related to the HNDS Dietetics Program, students should report to the HNDS Program Director. If the issue is not resolved, students should file a complaint to the FCSC Department Chair.

## Field Experience and Volunteering

To gain hands-on experience and exposure to the field, students are required to complete a field experiences within their courses in their final year of the program. Additionally, those students who want to enhance their competitive edge after graduation will seek volunteer experiences throughout the entire program. It is the student's responsibility to locate and contact potential Field Experience sites. A list of example sites will be provided by the instructor of the course.

See the Field Experience manual at <http://aces.nmsu.edu/academics/FCS/field-experience.html> for application deadlines. Please note that employers/sites/preceptors for Field Experience cannot use students to replace employees.

The following are a list of possible requirements students may need to fulfill prior to observing/volunteering outside of NMSU.

### Liability Insurance

Students are strongly urged to purchase Liability Insurance to cover the period during which they are performing their field experience. Students must sign a statement indicating that they have been advised to carry both liability and health insurance. Students are also required to sign a form releasing the university from liability.

### HIPAA and Human Subjects Trainings

Students should be aware that some facilities that allow students to complete field experience hours require completion of HIPAA (Health Insurance Portability and Accountability Act) and/or Human Subject's (Human Subjects Research or HRSA) training. Proof of such training will be required in these facilities. Training and certificates related to human subjects can be obtained from [HRSA \(http://www.hrsa.gov/humansubjects/\)](http://www.hrsa.gov/humansubjects/). HIPAA information is available at [HIPAA \(http://www.hhs.gov/ocr/hipaa/\)](http://www.hhs.gov/ocr/hipaa/).

## Tests and Immunizations

Students should be aware that some facilities will require that they show proof of COVID-19 vaccination, testing for Tuberculosis, and completion of the Hepatitis B series of immunizations before starting a field experience. Proof of having a Tetanus immunization within a defined period of time may also be required. Information related to various kinds of immunizations that may be needed can be found at the following CDC sites:

<http://www.cdc.gov/ncidod/diseases/hepatitis/b/factvax.htm> and

<https://www.cdc.gov/vaccines/schedules/hcp/imz/adult.html> . Some facilities may also require a Food Handler's Permit.

Many facilities also require completion of a drug test prior to starting a field experience. Some will do random drug testing.

## Background Checks

Students in facilities with youth may be asked to complete a criminal background check. Background checks can be obtained through the police department. Facilities requiring such checks may also have avenues for completion of this requirement.

# Student & Professional Organizations

## Student Organizations

Student Association of Nutrition and Dietetics (SAND)

## Professional Organizations

Academy of Nutrition and Dietetics (AND)

American Society of Nutrition (ASN) <http://www.nutrition.org/>

Society for Nutrition Education and Behavior (SNEB) <https://www.sneb.org/>

National Commission for Health Education Credentialing (NCHEC) <https://www.nchec.org/>

American Association for Health Education (AAHE)

Society for Public Health Education (SOPHE) <https://www.sophe.org/about/>

# Statement of Equal Opportunity

The dietetic program at New Mexico State University operates in strict accordance with the New Mexico State University "Equal Employment Opportunity and Prohibition of Unlawful Discrimination" (<https://rpm.nmsu.edu/3-25/>).

## Protection of Privacy of Information

Student's privacy of information is protected in accordance with the specifications of the Family Educational Rights and Privacy Act of 1974 (<https://rpm.nmsu.edu/5-40/?highlight=FERPA>) as described in the New Mexico State University Student Handbook (<https://studenthandbook.nmsu.edu/>).

The following information has been designated as Directory Information, which is subject to release to the public under the Buckley Amendment (PL 93-380), "The Family Educational Rights and Privacy Act of 1974":

Student's name, address, telephone and E-mail listing, date and place of birth, classification, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

The student may revoke permission to release the above information by completing the No Release of Information Form, which is available each term in the back cover of the New Mexico State University Schedule of Classes or simply by writing to the Office of the Registrar, Box 30001, New Mexico State University, Las Cruces, NM 88003-0001.

### Access to Personal Files

Student's academic files are maintained in the Department of Family and Consumer Sciences central office. Faculty and department secretaries/staff are the only personnel who have access to these files. Applications and transcripts are on file in the Registrar's Office. After giving notice and supplying proof of identification, students have access to those files maintained in the Registrar's office.

## Student Support Services

University-wide academic and support services are listed in the New Mexico State University Course Catalog (<http://catalog.nmsu.edu/>). Below are a few services which may be most helpful for any Human Nutrition and Dietetic Science student. For further information about each service, please contact the agencies at the phone number listed in the New Mexico State University Course Catalog (<http://catalog.nmsu.edu/>).

Alumni Association  
American Indian Program  
Associated Students of New Mexico State University (ASNMSU)  
Black Student Programs  
Book Store  
Office of Student Success  
Chicano Programs

Counseling and Student Development

Financial Aid

Honors Program

Information and Communication Technologies

Library (Branson Hall and Zuhl Library) (<http://lib.nmsu.edu/index.shtml> )

Office of Student Success (<http://banner51.nmsu.edu:8080/>)

Services for Students with Disabilities (<http://www.nmsu.edu/~ssd/>) 505-646-6840 TDD 575-646-1918

Special Student Services

Speech and Hearing Center

Student Affairs

Student Health Center

### Publications

In addition to the support services, the following publications are useful in obtaining needed information:

1. New Mexico State University Student Handbook can be accessed online at <https://studenthandbook.nmsu.edu/> This handbook covers university-wide student services, organizations, regulations, and policies.

### Library and Audiovisual Services

The university library at Branson Hall and the Zuhl Library contain Human Nutrition and Food Science books and related materials, indexes and periodicals. Students are also encouraged to take advantage of the multitude of services the library provides, including an orientation to the library facilities and services. Other services of interest to the Human Nutrition and Food Science student include interlibrary loan (a means for obtaining reference materials not held by the library at little or no charge).

The Department of Family and Consumer Sciences has a departmental Resource Room in Room W311E of Gerald Thomas Hall (Agriculture and Home Economics Building). It is currently open to students at times posted on the door. Faculty advisors can also assist students in using this resource. Students may sign out books and journals. These resources are to be used only on the third floor of the Agriculture and Home Economics Building, unless the student has special permission to use them elsewhere.

### Computer Networking Services

Students enrolled at NMSU may obtain an Email account through Information and Communication Technologies. The Help Line is at 505-646-1840. Accounts are provided as a part of the activity fee paid as a part of tuition. Information can be obtained in the Information and Communications Technology Building or it can be accessed through the Internet at <http://www.nmsu.edu> . Students are strongly encouraged to get the account and start using computer services as soon as possible. Students should be aware that the university has established a policy that all emergency information will be disseminated via the NMSU Email system. They should also be aware that they can have their NMSU Email forwarded to an outside Email provider using the Forward setting. However, it is critical that students realize that some messages that are forwarded may be blocked by the outside provider.

## Sources of Information

Policies and procedures beyond this handbook and specific to being a student at NMSU are available in the following publications/websites:

1. New Mexico State University Undergraduate Catalog can be accessed online at <https://catalogs.nmsu.edu/nmsu/>. They are also available at the Admissions Office in the Educational Services Building. The undergraduate catalog contains essential information about university policy, procedures, and regulations; program curricula and course descriptions.
2. New Mexico State University Schedule of Classes -- published each semester and available at the Department of Family and Consumer Sciences main office (GT 308). This publication contains essential information about registration procedures, dates, and deadlines; fees and class schedules. An online version can be obtained by going to <http://my.nmsu.edu> and then clicking on the Student and Financial Aid tab and then on the Look up Classes link. Once on the Display Dynamic Schedule page, click on the dropdown menu and select the semester for which you wish to obtain class information and click on the Submit button.
3. Financial Aid Handbook -- available in Suite F of the Educational Services Building or online at: <https://fa.nmsu.edu/work-study/handbook/>
4. Round-Up -- (The University student newspaper) -- published daily and available throughout the campus. It is online at <https://nmsuroundup.com/>
5. Family and Consumer Sciences Field Experience Manual – provides the student with information related to completing a field experience. Forms that must be submitted prior to starting a field experience are also included. It is located online at: <http://fcs.nmsu.edu>

6. Student Accessibility Services – Located in Corbett Center, Rm 208 – Phone 575-646-6840 TDD 575-646-1918 FAX 575-646-5222. It is located online at <https://sas.nmsu.edu/>

## Program Fees/Costs

The following table outlines costs students can expect to pay while completing HNDS programs. Please note the costs are estimates and may vary from semester to semester.

Item	Cost/Fee
In-state Tuition & Out-of-State Tuition	See <a href="http://uar.nmsu.edu/tuition-fees/tuition-rates/">http://uar.nmsu.edu/tuition-fees/tuition-rates/</a>
Campus Housing	Varies based on location. See <a href="http://housing.nmsu.edu/rates/">http://housing.nmsu.edu/rates/</a>
Online Course Delivery Fee	\$35.00 per credit hour
Books	~\$350 per semester
Drug Test (Field Experience – may not be required)	\$75
Background Check (Field Experience– may not be required)	\$44
Liability Insurance (Field Experience)- may not be required	\$35 and up, depending on agency

## Institutional Scholarships

All students who receive merit-based institutional scholarships must enroll in 15 new credit hours at the Las Cruces Main Campus. If you have to retake a course for a better grade, it will not be counted toward the 15 credits. Similarly, courses taken at a community college campus will not count toward the 15 credits. For detailed information on this policy, please contact the Financial Aid and Scholarship Services Department at 575-646-4105 or [financialaid@nmsu.edu](mailto:financialaid@nmsu.edu).

## References

New Mexico State Course Catalog website: <http://catalog.nmsu.edu/>

# Human Nutrition & Dietetic Science (HNDS)

## Student Contract

*Please read and initial in the blanks next to each statement to confirm understanding of HNDS program policies and procedures. A copy of this signed contract will be kept in your student file.*

I (*print name*) \_\_\_\_\_, have read and understand the policies and procedures outlined in the HNDS Student Handbook related to:

- \_\_\_\_\_ Communication within the program via the HNDS listserv
- \_\_\_\_\_ Academic advising procedures
- \_\_\_\_\_ Grade requirements and remediation plans
- \_\_\_\_\_ Course progression and use of program roadmaps
- \_\_\_\_\_ Transfer credits from other institutions
- \_\_\_\_\_ Grievance procedures
- \_\_\_\_\_ Field experience and volunteer experience, including potential requirements of each
- \_\_\_\_\_ Services available to support my success
- \_\_\_\_\_ Program-related fees

I understand that my success in this program is dependent upon following the policies and procedures in the Student Handbook and by taking an active role in my learning.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Banner ID

\_\_\_\_\_  
HNDS Program Director Signature

\_\_\_\_\_  
Date

## **Appendix A: Link to HNDS Nutrition Education Roadmap**

To view and download the roadmap for your catalog year, visit this link:  
[https://aces.nmsu.edu/academics/FCS/human\\_nutrition\\_dietetic.html](https://aces.nmsu.edu/academics/FCS/human_nutrition_dietetic.html)

## **Appendix B: Viewing a Wider World Suggested Classes**

## Viewing a Wider World

<https://catalogs.nmsu.edu/nmsu/general-education-viewing-wider-world/#viewingawiderworldtext>

Prior to graduating, NMSU students are required to take two courses, in separate colleges, from the Viewing a Wider World list in the Catalog. These courses must be in a different department from their major (no courses from FCSC). The following is a modified list of courses that are relevant to the nutrition profession and will contribute to your skill set/knowledge as future nutrition professionals.

### College of Agricultural, Consumer and Environmental Sciences

**AEEC 315V. World Agriculture and Food Problems**  
**AG E 337V. Natural Resource Economics**  
**AG E 384V. Water Resource Economics**  
**AG E 445V. Agricultural Policy**  
**AGRO 303V. Genetics and Society**  
**ANSC 351V. Agricultural Animals of the World**  
**EPWS 325V. Insects, Humans, and the Environment**  
**EPWS 380V. Science & Society**

### College of Arts and Sciences

**ANTH 357V. Medical Anthropology**  
**ANTH 360V. Food and Culture Around the World**  
**GEOG 363V. Cultural Geography**  
**HIST 302V. Science in Modern Society**  
**JOUR 377V. Mass Media Ethics**  
**PSY 417V. Intercultural Relations**  
**SOC 360V. Introduction to Population Studies**  
**SOC 374V. Comparative Family Systems**  
**SOC 465V. Environmental Sociology**

### College of Business

**ECON 335V. Business and Government**  
**ECON 432V. Economics of Health Care**  
**FIN 303V. Personal Financial Planning and Investing in a Global Economy**  
**MGT 315V. Human Relations in Organizations**  
**MGT 345V. Quality and Competitiveness: An International Perspective**  
**MGT 375V. Global Environmental Assessment and Management**  
**MGT 388V. Leadership and Society**

### College of Education

**C EP 300V. Human Relations Training**  
**C EP 451V. Introduction to Counseling**  
**EDUC 317V. Multicultural Issues in Society**

### College of Engineering

**CHME 395V. Brewing Science and Society**

College of Health and Social Services

**PHLS 305V. Global Environmental Health Issues**

**PHLS 380V. Women's Health Issues**

**PHLS 464V. Cross-Cultural Aspects of Health**

University Library

**LIB 311V. Information Literacy**

## **Honors - Viewing a Wider World**

College of Agricultural, Consumer and Environmental Sciences

**HON 321V. Agriculture in an Interconnected World**

College of Arts and Sciences

**HON 305V. Global Environment**

**HON 306V. Science, Ethics and Society**

**HON 351V. Interpersonal Relations and the Self**

**HON 353V. Justice without Prejudice**

College of Business

**HON 335V. Legal Issues in Modern Society**

**HON 380V. Comparative Economic Systems**

**HON 384V. Ethical Decisions in Organizations**

College of Education

**HON 388V. Leadership and Society**

College of Engineering

**HON 378V. Technology and Policy**

Honors College

**HON 450V. The Sundt Honors Seminar**