

**DIDACTIC PROGRAM**  
**STUDENT HANDBOOK**

The Didactic Program in Dietetics  
College of Pharmacy and Health Sciences

**TEXAS SOUTHERN UNIVERSITY**

**HOUSTON, TEXAS**

**2021 - 2022**

## WELCOME

Welcome to the Didactic Program (DP) at Texas Southern University. We are delighted that you have chosen to enroll and complete your studies at Texas Southern. Dietetics is one of ten degree programs in the College of Pharmacy and Health Sciences. The College of Pharmacy and Health Sciences offers many varied opportunities to obtain foundational competencies and skills for entry-level level preparation in Dietetic related careers and for obtaining Dietetic internships.

This handbook is designed to provide general knowledge about the Texas Southern University Didactic Program (DP) as well as to answer general questions that you may have about the program. The handbook will help to ensure your successful progression and completion of program requirements. However, you are encouraged to confer with your faculty advisor for course registration and other program guidance and to become familiar with University policies and procedures governing students. Basic contents of this handbook include:

- An Overview of the Program
- Mission of the Program
- Program Goals and Outcome Measures
- Accreditation Status
- Academic Requirements
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## **Overview of the Program**

The Texas Southern University Didactic Program (DP) is accredited by the Accreditation Council on Education in Nutrition and Dietetics (ACEND) to grant DP verification statements that qualify students to apply for a dietetic internship or coordinated program in nutrition and dietetics. After successful completion of the didactic undergraduate course requirements, students will be eligible to receive a DP verification statement. Dietetics is one of ten degree programs in the College of Pharmacy and Health Sciences.

## **Mission of the Program**

In alignment with the University's mission, the mission and goals of the COPHS, the Dietetics program at Texas Southern University seeks to provide comprehensive experiences designed to prepare students from diverse ethnic and academic backgrounds, especially African Americans and underrepresented minorities, for entry into supervised practice programs leading to eligibility for the CDR credentialing examination to become a registered dietitian nutritionist by providing a series of carefully planned curriculum experiences embracing the academic knowledge/concepts and professional experiences prescribed by ACEND.

## **Program Goals and Outcomes**

Goals and outcome measures of the Dietetics program include:

Goal I: The program will prepare competent graduates for supervised practice to become entry-level registered dietitian nutritionist, graduate programs or entry-level dietetics-related careers.

1. Over a three-year period, at least eighty (80%) of students will complete the program/degree requirements within 150% of the program length.
2. Over a three-year period, at least eighty (80%) of graduates will apply to supervised practice programs or dietetic internships within 12 months of completion of the DP.
3. Over a three-year period, at least fifty percent (50%) of graduates who apply to supervised practice programs or dietetic Internships within 12 months of completion of the DP will be admitted.
4. At least 80% of graduates over a three-year period will pass the CDR credentialing exam for dietitian nutritionists within one year following first attempt.
5. At least eighty percent (80%) of graduates who enter Dietetic Internships (DIs) will receive ratings of satisfactory or better for acceptable preparation for supervised practice.
6. Fifty percent (50%) of graduates will rate their Didactic Program in Dietetics (DPD) preparation as "somewhat agree" or better in the in the following domains: quality of

education in dietetics, clinical nutrition practice skills, community nutrition practice skills, food service practice skills.

Goal 2: The program will prepare graduates that will add to the diversity within the dietetics profession.

1. At least fifty percent (50%) of the graduates will identify themselves as individuals from groups that are underrepresented in the dietetics profession.

### **Accreditation Status**

The Didactic Dietetic program at Texas Southern University is accredited by the Accreditation Council on Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. The address for the Commission on Accreditation for Dietetics Education is:

Accreditation Council on Education in Nutrition and Dietetics (ACEND)  
Academy of Nutrition and Dietetics  
120 South Riverside Plaza, Suite 2190  
Chicago, Illinois 60606-6995  
Phone: 800/877-1600 ext. 5400  
Phone: 312/899-0040, ext. 5400  
Website: <http://www.eatrightpro.org/resources/acend>

### **Program Admission/Completion Requirements**

Completion of the Dietetics program with a baccalaureate degree and receipt of a verification statement requires successfully earning **120 semester hours, grades of "C" or better** in required **English and Mathematics** courses. Students must earn an overall GPA of 3.0 in all pre-requisite science programs. Additionally, **grades of "B" or better** must be earned **in all major (NUTR) courses**. Students are **allowed six years from the date of admission to the University to complete degree requirements under the catalog in existence when they are admitted** Texas Southern University. Additionally, students must complete the professional phase of the program in 3 years. See university website for appropriate catalog (<http://em.tsu.edu/registrar/catalog.php>).

Admission to the Dietetics program for the 2020-2022 academic years requires student to have a 3.0 grade point average; and the submission of a Declaration of Major form signed by the student, advisor and associate dean to the Registrar. (<http://em.tsu.edu/registrar/catalog.php>).

Students who enter the DPD in the Fall 2021, must make and maintain a 3.0 or better overall GPA in order to remain eligible to continue in the program. They must also maintain a 3.0 GPA

in all science courses and earn a grade of “B” or better in all Nutrition (NUTR) courses in order to receive a Verification Statement.

## **Reporting of Grades**

Grades for courses in which students are enrolled are submitted by course instructors on a semester/term basis and are available for viewing by students on-line. **In the case of “Incomplete” received, students must complete the work required for removal of an “Incomplete” in accordance with university policies.**

## **Assessment of Prior Learning toward Program Requirements**

Students who transfer into the Department from other colleges or universities must have their transcripts evaluated by the University registrar. Transcripts of students who transfer into the DP from other University departments or programs are reviewed by the Dietetic Program Director or a faculty designee for determination of credits toward progression in the Dietetics degree plan. Course credit is not awarded for experiential learning. Students seeking credit for courses taken at foreign institutions must have their transcripts evaluated by a transcript evaluation recognized by ACEND (<http://www.eatrightpro.org/resource/acend/students-and-advancing-education/information-for-students/foreign-degree-evaluation-agencies>). The report from the evaluation agency will then be reviewed by the Dietetic Program Director or a faculty designee for determination of credits toward progression in the Dietetics degree plan or granting of a Verification Statement.

## **Class Attendance Policy**

The Dietetic Program subscribes to the University’s policies on class attendance (<http://em.tsu.edu/registrar/catalog.php>). As such, students are required to be present for all class meetings of any course for which they are enrolled beginning with the first class day. Students are further responsible for learning about, becoming knowledgeable of and complying with the attendance policy stated in the catalog and/or faculty syllabi. Additionally, they are responsible for completion of work required in the courses in which they are enrolled, including taking all examinations and quizzes at the time they are administered to the entire class. Instructors are not obligated to give “make-up” work unless students present an official University authorized absence.

## **Retention/Remediation Procedures**

As a general rule, for students who need help in English courses, the **Minnie Metters English Laboratory** is available in the Martin Luther King Building. Further tutorial assistance in academic areas is available to students in the Robert J. Terry Library. For students who need

help in Dietetics or Food and Nutrition, **faculty assistance** is available during office hours and by appointment. Students in the Dietetic/Food and Nutrition areas are also encouraged to form **cohort study groups**.

Students who are Dietetic majors must earn grades of “C” or better in all required English, Mathematics and Science courses in addition to earning grades of “C” or better in all pre-professional courses. Students must earn science GPA of 3.0 or higher in all science pre-professional courses. Required courses in which dietetic majors earn less than a “C” must be retaken before advancing to a higher level course. Course pre-requisites must also be satisfied to advance to a higher level course.

Students entering the Dietetics program must earn and maintain a 3.0 minimum average by the time that they enroll in **NUTR 336 (Nutrition Through the Lifecycle)** in order to retain their eligibility in the program as well as to receive a Verification Statement from the program director. Students must also score a “B” in all major courses (NUTR) to qualify for a verification statement.

## **Requirements for Becoming a Registered Dietitian**

Steps in the process for becoming a Registered Dietitian include:

- Complete a minimum of a bachelor's degree at a U.S. regionally accredited university or college and course work approved by Accreditation Council on Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (The Academy).
- Effective January 1, 2024, the Commission on Dietetic Registration (CDR) will require a minimum of a master's degree to be eligible to take the credentialing exam to become a registered dietitian nutritionist (RDN).
- In order to be approved for registration examination eligibility with a bachelor's degree, an individual must meet all eligibility requirements and be submitted into CDR's Registration Eligibility Processing System (REPS) before 12:00 midnight Central Time, December 31, 2023. For more information about this requirement visit CDR's website: <https://www.cdrnet.org/graduatedegree>. In addition, CDR requires that individuals complete coursework and supervised practice in program(s) accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).
- Complete an ACEND accredited supervised practice (dietetic internship) program at a university, healthcare facility, community agency, or a foodservice corporation, or combined with undergraduate or graduate studies. Supervised Practice programs will vary in length. Students applying to supervised practice (dietetic internships) programs must go through a computer matching process with the Dietetic Internship Centralized Application Service (DICAS) (<https://portal.dicas.org/>).

- Pass a national examination administered by the Commission on Dietetic Registration (CDR).
- Complete continuing professional educational requirements to maintain registration.
- Graduates who successfully complete the ACEND-accredited Didactic Program in Dietetics at Texas Southern University are eligible to apply to an ACEND-accredited supervised practice program.
- In most states, graduates also must obtain licensure or certification to practice. For more information about state licensure requirements click [here](#).

## Student Advisement

Advisement is a very important component of the Dietetic program; thus, upon admission to the Dietetic program, students are assigned a **program advisor** and provided with a degree plan. They are expected to **become familiar with the degree plan** as well as **program requirements** and **meet regularly (beginning and end of each semester) with their advisor for guidance in progressing through the degree plan** and successfully completing degree requirements. Also, advisors provide information about internships, career options, graduate opportunities and University resources. If a student is not meeting verification statement requirements a plan for improvement will be devised and/or the student may be advised to explore other concentrations within the College of Pharmacy and Health Sciences or another major in an area of interest.

## Requirements for Obtaining the Statement of Verification

A statement of **verification will be granted to all students who successfully complete degree requirements**, including earning a cumulative 3.0 average; earning grades of “C” or above in all required English and Mathematics courses; earning grades of “C” or better in all pre-professional courses; earning a cumulative GPA of 3.0 in all Science courses, and earning grades of “B” or better in all professional (NUTR) courses. Verification Statements will be issued by the DP Director upon **official degree confirmation by the University (an official, sealed transcript is required)**. Copies of Verification Statements will be filed in each student’s folder. Verification letters must be submitted with applications for admittance to a supervised practice program (Dietetic Internship).

### *KRDN Policy*

The curriculum contains assignments that cover the "Foundation Knowledge Requirements and Learning Outcomes for Didactic Programs in Nutrition and Dietetics" (KRDN) as prescribed by ACEND Accreditation Standards. Students must achieve all KRDNs to successfully complete the DPD program and obtain a verification statement. KRDNs will be assessed in courses throughout the degree plan. The KRDNs assessed in a given course will be listed in the respective course syllabus.

## **Student Grievances dealing with Grades**

A. The College of Pharmacy and Health Sciences Grievance Committee shall hear grievances.

1. Purpose

The purpose of the Grievance Committee shall be to conduct a fact-finding hearing and render a final decision. A complaint may arise from any student or group of students or any faculty member.

2. Committee

Composition The committee shall consist of five faculty and two alternates and four COPHS students with three alternates. The Chairperson of the Grievance Committee shall be present at the hearings, unless his/her presence constitutes a conflict of interest. If a member of the committee cannot attend the hearing, that member shall immediately notify the Chairperson or Assistant Dean of Student Services. The Grievance Committee may disqualify a Committee member or a member may disqualify himself/herself if there is a conflict of interest. A majority vote by the Committee will constitute a majority for a decision. A majority also constitutes a quorum.

B. Hearing Procedures for Types of Grievances

1. The procedures to be followed when a grievance is student initiated are as follows:

- a. Prior to bringing a grievance against a party, the parties are encouraged to make every effort to resolve the conflict. The conflict resolution process should occur within thirty-days (30) of the date of the alleged occurrences. The student should provide written -56 documentation of these efforts. If unresolved at this level, a grievance may be filed with the Assistant Dean of Student Services. Students filing a written appeal shall be expected to abide by the final decision of the committee, as provided for in these procedures. This decision precludes any further review under any other procedure within the college or university.
  - i. Academic conflicts should be resolved by starting with the Instructor of Record/Course Coordinator, then the Department Chair, and lastly the Academic Dean.
  - ii. All other conflicts should be discussed with the Office of Student Services for resolution options.

- b) The grievance is initiated by writing a letter or filing a petition with the Assistant Dean of Student Services. The letter or filing shall be initiated within sixty-days (60) of the alleged occurrences upon which the grievance is based. The letter or petition should set forth the alleged facts involved and the events leading to the grievance and the solution sought. All documents submitted shall be dated and signed by the person submitting the grievance or by a representative of the group where a group is involved. After the grievance is properly filed, the Assistant Dean of Student Services shall review said grievance and render a written opinion for resolution if possible within 30 days from the date of the completion of filing. If the Assistant Dean of Student Services is unable to resolve the grievance, further consideration of said grievance is set forth by Section C below.
  
- c) If the matter is not resolved at the level of the Assistant Dean of Student Services, the grievance will be set for a hearing before the Grievance Committee. The Assistant Dean of Student Services will notify the student by e-mail and certified mail of the date, time, and place of the hearing. The Assistant Dean of Student Services will also notify the student via the certified letter and e-mail that he/she has the right to present evidence and witnesses on his/her behalf and that the student also has the right to select an advisor of his/her own choosing. The Advisor may not serve as the legal representative of the student. The letter or petition submitted to the office of the Assistant Dean of Student Services by the person or persons bringing the grievance as well as the answer or response, if any, from the person or persons against whom the -57 grievance is brought shall be available for inspection in the office of the Assistant Dean of Student Services. If a request is made of the party or the administration against whom a complaint is made to appear before the Grievance Committee, it is hoped that party or, if the administration, a representative, will appear. The party against whom a grievance has been lodged has the same right as the person making the complaint to have witnesses appear in his/her behalf and to present evidence to the committee. The committee has the authority to recall any party for clarification of information during the hearing.

- 2) Procedures to be followed when a grievance is of a nonstudent initiated nature are as follows:

When a grievance of an academic or non-academic nature is filed against a student, the procedure is the same as in 1.c. above.

#### C. Results of Grievance Hearings.

After due deliberations have occurred and a decision has been made by the Committee, the result shall be recorded and kept in the Office of the Assistant Dean of Student Services for a period of two years or until the student graduates, whichever occurs first. The Assistant Dean of Student Services shall be responsible for notifying all parties to the grievance of the result of the Committee's deliberation, along with sending a copy to the Dean. The decision of the committee is final.

### **Filing/Handling of Complaints related to the Dietetics Program/Retaliation**

Students enrolled in the DP who have a complaint pertaining to the program may file the complaint with the Dietetic program director. The signed complaint should be filed in writing and submitted to the DP director in a sealed envelope. Complaints that are submitted anonymously will not be considered. Upon receiving the complaint, the program director will meet with the student within a ten-day period to discuss the complaint. Should the complaint not be resolved to the student's satisfaction at the DPD director's level or if the complaint involves the DP director, the student may then file the complaint with the Associate Dean for Health Sciences. If at the Associate Dean's level the complaint is not resolved to the student's satisfaction, the student may then take the complaint to the Dean of the College of Pharmacy and Health Sciences for resolution.

University policies protect any student who files a complaint from retaliatory actions. If a student suspects that retaliation has occurred, he or she may follow the procedures noted above for resolution to such actions.

### **Right of Students to File Program Compliance Complaints with ACEND**

If, as a student, you believe that the dietetics program is not in compliance with accreditation standards, you may file a complaint with the Commission on Accreditation for Dietetic Education, which will review complaints in relation to the accreditation standards. The address for the Commission on Accreditation for Dietetics Education is:

Accreditation Council on Education in Nutrition and Dietetics (ACEND)  
Academy of Nutrition and Dietetics  
120 South Riverside Plaza, Suite 2190  
Chicago, Illinois 60606-6995  
Phone: 800/877-1600  
Phone: 312/899-0040, ext. 5400  
Website: <http://www.eatrightpro.org/resources/acend>

## **Protection of Privacy of Student Information and Access to Personal Records**

Privacy of student information is protected by the Family Educational Rights and Privacy Act of 1974. This federal law acknowledges the right of a student to access his or her educational information and to have access restricted to others except as the law provides if the student requests the same in writing to the Registrar. This law also protects the release of personally identifiable information about the student without his or her consent.

## **Equal Access Policy**

Texas Southern University is in compliance with Title VI of the Civil Rights Act of 1964 and does not discriminate on the basis of race, creed, color, or national origin. It is also in compliance with the provisions of Title IX of the Educational Amendments of 1972, which prohibit discrimination on the basis of sex. Texas Southern University's position statement on Title IX can be found on the University's website (<http://hr.tsu.edu/current-employees/employee-relations-compliance/tix/>). Further, the University is in compliance with the Americans with Disabilities Act (ADA) of 1990 and with Section 504 of the Rehabilitation Act of 1973 as amended. It is the policy of the University that sexual harassment as defined in the EEOC Guidelines will not be tolerated among members of the Texas Southern University community. Any complaint of sexual harassment should be reported immediately to the appropriate person as designated by the Provost/Senior Vice President for Academic Affairs and Research.

## **Student Accessibility Services Office (SASO) Disability statement:**

Texas Southern University (TSU), Student Accessibility Services Office (SASO) provides individualized, reasonable accommodations for students with disabilities as defined by the Americans with Disabilities Act of 1990, the Americans with Disabilities Amendment Act of 2008, and Section 504 of the Rehabilitation Act of 1973.

Students who may need accommodations are asked to contact the Student Accessibility Services Office (SASO) at (713) 313-4210 or (713) 313-7691. The SASO office is located in the Student Health Center, room 140. Business hours are Monday through Friday from 8:00 a.m. to 5:00 p.m.

Please note Instructors are not required to provide classroom accommodations without approved verification from the Student Accessibility Services Office (SASO). Please schedule an appointment during my office hours to discuss approved accommodation provisions. TSU and SASO are committed to providing an inclusive learning environment. For additional information, please contact SASO.

## **Diversity Statement**

Texas Southern University is committed to creating a community that affirms and welcomes persons from diverse backgrounds and experiences and supports the realization of their human potential. We recognize that there are differences among groups of people and individuals based on ethnicity, race, socioeconomic status, gender, exceptionalities, language, religion, sexual orientation, and geographical area. All persons are encouraged to respect the individual differences of others.

## **Program Costs and Financial Assistance**

Tuition costs for students at Texas Southern University are comparable to those at other state universities. Due to the variability of changes in fees from time to time however, students are encouraged to consult the University's Office of Enrollment Management for updated information governing current fees. Presently, Texas residents who are enrolled in 12 hours may expect to pay an estimated \$4,276.00 in tuition and fees and those enrolled in 15 hours can expect to pay an estimated \$5,203.00 in tuition and fees per semester; non-residents may expect to pay an estimated \$8,690.92 in tuition and fees and those enrolled in 15 hours can expect to pay an estimated \$10,721.65 in tuition and fees per semester; International students enrolled in 12 hours can expect to pay an estimated \$9,256.00 while those enrolled in 15 hours can expect to pay an estimated \$11,428.00 per semester. In addition to tuition and University fees, students who plan to park on campus must pay a student parking fee. Students are encouraged to refer to the Texas Southern University website ([www.tsu.edu](http://www.tsu.edu)) for current parking fees. For information on available financial aid and eligibility requirements, students should consult the Financial Aid Office at [www.tsu.edu](http://www.tsu.edu). Other general costs incurred by DPD students include lab attire, books and supplies and membership in the Dietetics professional organization.

The **estimated cost** for lab attire is seventy dollars (\$70.00) but may vary from one department to another. Costs for books and supplies vary by the number and subject disciplines in which the student is enrolled during a specific semester. Student membership in the Academy of Nutrition and Dietetics (which is highly recommended at the freshman and sophomore levels and **required at junior and senior** levels) are set by the Academy of Nutrition and Dietetics. Additional information regarding fees may be found on the Academy's website at <http://www.eatrightpro.org/resources/membership>. As a student member of the Academy, students are automatically members of the Texas Academy of Nutrition and Dietetics. There is an additional membership fee to become a member of the Houston Academy of Nutrition and Dietetics. Student membership in the Academy is required in the Junior and Senior levels.

## **Withdrawal and Refund of Tuition and Fees**

Students who officially withdraw from the University during the fall or spring semesters may be entitled to tuition refunds that are calculated on an established percentage. Detailed information on withdrawal refunds may be obtained by referencing the University Undergraduate Bulletin or the Texas Southern University website, [www.tsu.edu](http://www.tsu.edu).

## **Dress Attire for Labs and Clinical Experiences**

Men and women are required to wear clean pressed white lab coats/jackets in all laboratory and clinical courses and experiences. In addition, slip and oil resistant, non-absorbent, non-mesh fabric shoes required. Hair nets are to be worn by everyone in the food service preparation and service area. Hair ornaments are prohibited.

When in the clinical laboratory or external sites, students are expected to adhere to the prescribed code of dress and grooming for those sites. In all instances, dress clothes and laboratory coats are required to be clean and neat. The laboratory coat should be long enough to also be worn with appropriate street length clothes in the clinical area. It should also have long sleeves and be of an easily launderable fabric. In addition, Texas Southern Tiger-1-One Identification cards are to be worn and visible at eye level facing toward the front with the picture showing at all times.

Visible body piercing is permitted in the ears only. All other body piercing must be non-visible. Excessive tattoos are not acceptable and must be concealed from visible sight. Nails must be clean and short. Artificial nails are prohibited. Fingernail polish, including natural, is prohibited in all food preparation and service areas.

Extreme or excessive makeup, cologne, or accessories are not allowed. Men must be clean shaved. Well-groomed, closely trimmed mustaches are allowed. Wrist watches, wedding and engagement rings and bands of simple design are permissible in clinical practicum sites; however, jewelry cannot be worn in food production and service areas. Sports or athletic shoes, boots, clogs, canvas shoes, sandal-thong flops or slippers, open-toed and open-heeled shoes, bare legs, and denim are not acceptable attire.

Students whose appearance does not meet uniform requirements and standards of appearance will not be allowed to participate in lab/practicum activities. It may be necessary for a faculty member to recommend specific changes in these guidelines in certain situations; however, any changes will be discussed with students by DPD faculty members.

## **Other Program Requirements**

- **Health Insurance**  
Health insurance is required for all Dietetics students participating in practicum and clinical experiences as a condition of the affiliation agreements with host sites.
- **Health Tests/Immunizations**  
All Dietetic majors must observe immunization record and health test requirements of clinical and practicum host sites.
- **Background Checks**  
A background check is required of students participating in COPHS practicum or clinical experiences. Background checks may be obtained from the Criminal Court House Customer Service Department. Students are responsible for any associated fees or paperwork to obtain this document.
- **Notebooks in Dietetic/Food and Nutrition Classes**  
Students enrolled in either the Dietetic or Food and Nutrition program should keep notebooks for each pre-professional and professional class. Handouts provided should also be kept in the notebooks. Notebooks should be available for spot check by course instructors.

## **On-Site DPD Computer Lab**

In addition to two food laboratories, the Dietetic program also has a computer lab that allows students to conduct nutrition analyses and assignments associated with Dietetic/NUTR classes as well as to engage in self-assessment practice for the RD examination. The lab is located in Room 101 of the Cecilia Scott Lane Human Services and Consumer Sciences building. There is another computer laboratory available in room 113 of the CS Lane Building.

## **Student Organizations**

The University and Department of Human Services and Consumer have a number of organizations that are open to students. Among the departmental and program specific organizations are:

- The Oddis Turner Student Dietetic Association
- The Association for Childhood Education International
- The Student Council on Family Relations

## **Student Responsibilities**

Students are expected to abide by all rules and regulations of the University as well as those set forth for the Dietetic Program. All DP students are therefore encouraged to read and observe the policies provided in this handbook as well as those included in the most recent Undergraduate Bulletin.

## **Disciplinary/Termination Procedures/Academic Suspension**

DP students are expected to uphold high standards of honesty in their academic work and in their associations with clients, peers, instructors and the public. Guidelines for disciplinary actions ranging from suspensions to expulsion for offenses such as plagiarism, collusion, cheating on an examination or quiz or impersonation of another enrolled student are listed in the University catalog and are included in the course syllabi.

Students who fail to obtain satisfactory standing in their academic courses are also subject to academic suspension and/or probation according to the University's policies on academic performance.

## **Student Support Services Available to TSU Students**

To support the health and wellness of students, Texas Southern University offers several support services, including:

- The Health and Wellness Center (713-313-7173)
- The Sterling Student Services Center (<http://students.tsu.edu/departments/sterling-student-life-center/>)
- A Counseling Center (713-313-7804)
- The Recreation Center (<http://campusrec.tsu.edu/>)
- Student Accessibility Services Office (SASO) at (713) 313-4210 or (713) 313-7691
- Scholarships are available to eligible students through several sources. Interested students should consult the Financial Aid Office and Student Services Office for more information regarding available resources.

## **Transportation to Clinical Sites**

Students are responsible for their own transportation to and from assigned clinical experience sites. Lack of transportation is not an acceptable excuse for non-attendance of classes or clinical practicum.

### **Injury/Illness While at Clinical Sites**

If a student is injured or becomes ill while in a facility, the facility policies are adhered to; the student will be responsible for related expenses.

### **Academy of Nutrition and Dietetics Code of Ethics**

The code of ethics for the Academy of Nutrition and Dietetics is found at the following website: <http://www.eatrightpro.org/~media/eatrightpro%20files/career/code%20of%20ethics/coe.aspx>

Students are required to read the code of ethics in its entirety. The code of ethics provides guidance to nutrition and dietetics professionals regarding their professional conduct and practice.

### **Program Location/Resource Numbers:**

The Dietetic Program resides in the Department of Human Services and Consumer Sciences located in the Cecilia Scott Lane Building. Names and access numbers and/or email addresses of DPD personnel are listed below.

- **Dr. Ellis Morrow, Program Director**  
Room 111, Nabrit Science Building.  
713-313-7647; email: [ellis.morrow@tsu.edu](mailto:ellis.morrow@tsu.edu)

Other Dietetic/Food and Nutrition faculty include:

- **Dr. Selina Ahmed**  
Room 117, Scott Lane Building  
Phone: 713-313-7636; email: [selina.ahmed@tsu.edu](mailto:selina.ahmed@tsu.edu)
- **Dr. Makuba Lihono**  
Room 115, Scott Lane Building  
Phone: 713-313-7637; email: [lihono.makuba@TSU.EDU](mailto:lihono.makuba@TSU.EDU)

**Other Administrative Resource Persons include:**

Dr. Rashid Mosavin, Dean  
College of Pharmacy and Health Sciences  
Gray Hall Suite 240  
Phone: 713-313-7381  
Email: [rashid.mosavin@tsu.edu](mailto:rashid.mosavin@tsu.edu)

Dr. Zivar Yousefipour, Interim Associate Dean  
Health Sciences  
Gray Hall, Room 122 (Office)/130 (Lab.)  
Phone: 713-313-1890  
Email: [zivar.yousefipour@tsu.edu](mailto:zivar.yousefipour@tsu.edu)

## Academic Calendar

### Fall 2021

Date	Description	Additional Info
August 22, 2021	<b><u>Last day for payments (or enrollment in payment plan) without a late payment fee</u></b>	
August 22, 2021	Last day for 100% refund	
August 23, 2021	First day of term (beginning of late registration with fee)	
August 23, 2021	1st purge for nonpayment (students can reinstate via late registration)	
August 23, 2021	Late registration begins	
August 23, 2021	Academic clean-up begins	
August 27, 2021	<b><u>Late registration ends (web registration closes)</u></b>	
August 28, 2021	Instructor & Dean approval required for adding courses	
August 30, 2021	Graduation application opens on myTSU Web	
September 6, 2021	<b>Labor Day holiday (campus closed)</b>	
September 7, 2021	Academic clean-up ends	
September 8, 2021	<b><u>Census I</u></b>	
September 8, 2021	Last day to add with Instructor & Dean	

	Approval	
September 9, 2021	2nd purge for nonpayment (reinstatement with no fee opens)	
September 20, 2021	Census II	
September 20, 2021	<b><u>Last day of reinstatement with no fee</u></b>	
September 20, 2021	Final purge for nonpayment (reinstatement with fee begins)at 5:00pm	
September 20, 2021	<b><u>Last day for withdrawal with any refund</u></b>	
September 21, 2021	First day of reinstatement with a fee	
September 23, 2021	Last day to reinstate for the term	
September 24, 2021	Graduation application closes on my TSU Web	
October 16, 2021	<b>Midterm exams begin</b>	
October 19, 2021	Midterm grades open	
October 22, 2021	Midterm exams end	
October 26, 2021	Midterm grades close	
November 10, 2021	<b><u>Last day to drop or withdraw (no refunds)</u></b>	
November 10, 2021	Special population registration begins	
November 12, 2021	Special population registration ends	
November 17, 2021	Registration begins for all students	
November 25, 2021	<b>Thanksgiving Holiday (campus closed)</b>	

November 26, 2021	<b>Thanksgiving Holiday (campus closed)</b>	
December 4, 2021	<b>Final exams begin</b>	
December 7, 2021	Grading opens	
December 9, 2021	Final exams end	
December 10, 2021	Last day of term	
December 10, 2021	Commencement rehearsals	
December 11, 2021	<b>Commencement Ceremony</b>	
December 14, 2021	Grading closes	
December 17, 2021	Grades available to students in myTSU portal	

## Spring 2022

Date	Description	Additional Info
January 17, 2022	Last day for payments (or enrollment in payment plan) without a late payment fee	
January 17, 2021	Last day for 100% refund on total withdrawal	
January 17, 2021	<b>MLK Holiday (campus closed)</b>	
January 18, 2022	<b>First day of Classes</b> (beginning of late registration with fee)	
January 18, 2022	1st purge for nonpayment (students can reinstate via late registration)	
January 18, 2022	<b>Late registration begins</b>	
January 18, 2022	Academic clean-up begins	
January 21, 2022	Late registration ends (web-registration closes)	
January 24, 2022	Instructor & Dean approval required for adding courses	
January 31, 2022	Graduation application opens on myTSU Web	
February 1, 2022	Academic clean-up ends	
February 2, 2022	<b>2022 Census I</b>	
February 2, 2022	Last day to add with Instructor & Dean Approval	

February 2, 2022	Last day to drop with 100% refund	
February 3, 2022	2nd purge for nonpayment (reinstatement with no fee opens)	
February 14, 2022	<b>Census II</b>	
February 14, 2022	Final purge for nonpayment (reinstatement with fee begins) at 5:00pm	
February 14, 2022	Last day of reinstatement with no fee	
February 15, 2022	First day of reinstatement with a fee	
February 17, 2022	Last day to reinstate for the term	
February 18, 2022	Graduation application closes on my TSU Web	
March 5, 2022	Midterm exams begin	
March 8, 2022	Midterm grades open	
March 11, 2022	Midterm exams end	
March 14, 2022	Spring Break Begins (No classes begins)	
March 18, 2022	Spring Break (campus closed)	
March 19, 2022	Spring Break Ends (Last day of no classes)	
March 22, 2022	Midterm grades close	
April 4, 2022	Summer and Fall 2022 Registration opens for special populations	
April 11, 2022	<b>Last day to drop or withdraw (no refunds)</b>	
April 15, 2022	<b>Good Friday (campus closed)</b>	

April 18, 2022	Summer and Fall 2022 Registration opens for all students	
May 7, 2022	<b>Final exams begin</b>	
May 10, 2022	Grading opens	
May 12, 2022	Final exams end	
May 13, 2022	<b>Last day of term</b>	
May 13, 2022	Commencement rehearsals	
May 14, 2022	<b>Commencement Ceremony</b>	
May 17, 2022	Grading closes	
May 20, 2022	Grades available to students in myTSU portal	