

## Getting Started in the Gaston College Dietetic Technician Program

### Checklist

- Submit an **Application** to the Gaston College Admissions Office (paper or online at [www.cfnc.org/gastonapp](http://www.cfnc.org/gastonapp))  
Gaston College  
201 Highway 321 South  
Dallas, NC 28034
- Submit to the Admissions Office an **official high school transcript**. **Transcript** must be an official, sealed and unopened.
- Submit to the Admissions Office an **official college transcript(s)** (sealed and unopened) from all colleges and/or universities attended to earn transferrable credits.
- Complete a **Dietetic Technician Program Application** online at <http://www.gaston.edu/health-human-services/dietetic-programs/admission-requirements/>
- Schedule to take the **COMPASS Placement Test(s)** needed for the program. For more information on exemptions or to schedule a test call 704.922.6213/6214/6216/6219 or visit <http://www.gaston.edu/admissions/info.php> Remember, prior to scheduling the Compass Placement Test, you must have already submitted an admissions application to Gaston College.
- Financial Aid:** After the application for admission has been submitted, the student should complete a Free Application for Federal Student Aid (FAFSA). The student who wishes to apply for financial assistance must file a FAFSA application first. **The student should complete the FAFSA form on the Internet at [www.fafsa.gov](http://www.fafsa.gov) using Gaston College school code #002973.** It takes 4-6 weeks to process a complete file. Therefore, students should submit all financial aid forms several weeks prior to their enrollment date. In addition, the student should submit other documentation if requested by our office. Additional documentation includes the College Financial Aid Application, the Verification Form, and other financial information. Students interested in scholarships, and/or work-study should submit a separate Gaston College Foundation Scholarship Application and/or Work-Study Application.
- Received a **Letter of Acceptance** from the Dietetic Technician Program.
- Contact Coordinator or Instructor for **Course Advising**
- Met with **Preceptor**; obtain contact and contract information
- Complete and return **Medical Examination Forms** to Coordinator of the Dietetic Technician Program
- Complete **CPR Course** (Certificate must be up-to-date) and provide a copy of your certificate to the Dietetic Technician Program.

- Complete **TB Skin Test** and provide a copy of results to the Dietetic Technician Program.
- Complete **Compliance Section** of your packet: Criminal background check, fingerprints, and drug screening at: <http://www.gaston.edu/health-human-services/compliance-health-human-services-division/>
  - Criminal background check
  - Fingerprint card from local law-enforcement
  - Fingerprint card mailed to FBI
  - Drug Screen

Send or bring your completed compliance forms and the Certificate of Mailing form immediately to the Gaston College compliance specialist at the address below. The report you receive from the FBI may take several weeks. Bring it or mail it immediately upon receipt to the Gaston College Compliance Specialist.

Gaston College  
 Compliance Specialist  
 David Belk Cannon Building, Room 159  
 201 Highway 321 South  
 Dallas, NC 28034  
 Phone: 704.922.2275  
 Fax: 704.922.8943

The compliance specialist has access to, and will print, your Certified Background report. **Distance Students:** Your drug screen results will be e-mailed directly to the compliance specialist from LabCorp.

**Campus students:** Your drug screens will be completed on campus.

- Ordered Dietetic Technician Program **Uniform**
- Obtain a Gaston College **Student ID**
- Provide a current copy of **car insurance** to Coordinator of the Dietetic Technician Program
- Current **Medical Insurance** and provide a copy to Coordinator Dietetic Technician Program
- Order/Pick up **Textbooks**
- Additional items:**
  - USB Flash drive
  - Basic Calculator
  - 3-in 3 ring Binder
  - Tab dividers
  - Clipboard
  - Headset or headphones with speaker

**Gaston College  
Dietetic Technician  
Admission Requirements**

This information is in addition to the general admission information found in the Gaston College catalog and website [www.gaston.edu](http://www.gaston.edu).

**Program Description:**

The Gaston College Dietetic Technician Program is an Associate of Applied Science program which provides the academic as well as a supervised practice experience needed to meet The Academy of Nutrition and Dietetics competencies for Dietetic Technicians. The program is a two year program that consists of six dietetic technician courses as well as several general education courses. Four of the six dietetic technician courses have academic requirements as well as Supervised Practice requirements.

All of the dietetic technician classes are offered as distance education with delivery over the internet. A student would be required to have access to a computer and the internet to complete the dietetic classes. Much of the didactic work (academic course instruction) is independent student work and is delivered by Blackboard, the course management system. There may be synchronous opportunities that occur in the course. All students will be expected to participate in these group discussion sessions at times determined by the instructor.

The program includes a minimum of 450 supervised practice hours that must be completed in acute care, long term care, public health departments, schools and other public health facilities. All students are required to work with a preceptor to complete the supervised practice activities. Students who live in the area local to Gaston College will have a college approved preceptor work with them in the supervised practice component of the courses. Students who live out-of-state or too distant to travel to Gaston College supervised practice sites will need to secure a preceptor who is approved by the Dietetic Technician Program coordinator prior to enrolling in the program.

**Curriculum Description:**

The Dietetic Technician Program prepares individuals to promote optimal health through proper nutrition by providing personalized services to meet client's needs, and ensure the provision of healthy nutrition practices. DTRs work independently as team members under the supervision of registered dietitians in a variety of employment settings, including healthcare, business and industry, community and public health, food service, and research. Many work environments require that an individual be credentialed as a DTR. Graduates of the Dietetic Technician Program are eligible for the national registration examination for dietetic technicians.

Course work includes content related to food, nutrition, communication, and management. The physical, biological, behavioral and social sciences support these areas.

All classes are offered Online via the Internet. Gaston College will communicate with Dietetic Technician students by means of e-mail, cell and telephone answering machines, and the US mail service.

### **Program Mission:**

The Mission of the Dietetic Technician Program is to develop and train competent graduates who will provide high quality services in the field of dietetics and nutrition nationwide.

The Mission Statement was prepared and approved by College Administration and the Dietetic Technician Advisory Committee.

### **Program Goals:**

**Program Goal 1:** Prepare program graduates to become entry level dietetic technician practitioners.

1. Objectives to assess achievement of this goal:
  - a. 70% of graduates will successfully pass the DTR exam within one year of graduation over a five year period.
  - b. 70% of graduates will successfully pass the DTR exam on the first attempt over a five year period.
  - c. 80% of employed graduates will rate themselves on a Likert scale of one to five as being prepared or well-prepared for their first employment position.
  - d. 80% of employers will rate program graduates on a Likert scale of one to five as prepared in knowledge, skills and professionalism for their entry level position.
  - e. 60% of students admitted to the program will complete the program within five years of declaring their major in the dietetic technician program.
  - f. 80% of graduates will be employed in dietetics or a related field within 12 months of graduation.

Data for each variable will be collected separately.

**Program Goal 2:** Graduate dietetic technician professionals who will engage as lifelong learners.

1. Objectives to assess achievement of this goal:
  - a. 80% of graduates will remain as a DTR by maintaining their credential status within five years after graduation.
  - b. At least one graduate will be enrolled in a dietetic or a health related academic program to further their education within 12 months of graduation.

## Accreditation Status:

The Dietetic Technician Program at Gaston College received Continued Accreditation June 2013 from the Accreditation Council for Education in Nutrition and Dietetics (ACEND). ACEND is the accrediting agency for The Academy of Nutrition and Dietetics. For more information please contact:

Accreditation Council for Education in Nutrition and Dietetics  
Academy of Nutrition and Dietetics  
120 South Riverside Plaza, Suite 2000  
Chicago, Illinois 60606-6995  
Phone: 312.899.0040 ext. 5400

## Admission Information:

Students applying for admission to the Gaston College Dietetic Technician Program **MUST** meet the following requirements for general admission to the college:

1. Applicants must be at least 18 years old.
2. Complete the General Admission Application to Gaston College.
3. Complete a new student online orientation at [www.gastoncollegeonline.com](http://www.gastoncollegeonline.com)
4. Complete an Application to the Dietetic Technician Program using the Internet Explorer web browser. At the signature box, please type your full name to certify that all of the information on the application is correct.
5. Request that your high school mail an official high school transcript to:  
Gaston College, Admissions Office, 201 Highway 321 South, Dallas, NC 28034-1499. The documentation listed below may be submitted in the place of a traditional high school transcript.
  - a. Official Adult High School Transcript
  - b. Official copies of GED scores
  - c. Official transcript from International Correspondence School
  - d. Official transcript from Home School
  - e. Official transcript from a regionally accredited college or university reflecting an Associate Degree or higher
6. Request that all colleges from where credit was received submit official transcripts (sealed and unopened) to the **Admissions Office**.
7. Schedule and take the placement test. The placement test evaluates skills in reading, writing, and math. The placement test may not be required of any person who has scored 500 on the verbal or critical reading section and 520 on the math section of the SAT or who has a composite score of 21 on the English section and 21 on the math section of the ACT. All test scores must be less

than five years old. A transfer student who has earned a “C” in both college level math and college level English from a regionally accredited institution shall have the test waived.

8. Applicants may enroll for one semester without submitting transcripts and test scores; this process facilitates advising and smooth registration. Applicants must meet all admission requirements before enrolling for the second semester. Applicants who decide to enroll during a later semester are responsible for contacting the Admissions Office to ensure their start semester is updated.
9. International students must meet all admission requirements listed under General Admission Requirements. Proof of English proficiency is required. This may be established by making a minimum score of 540 (207 on the computer) on the Test of English as a Foreign Language (TOEFL).
10. Transfer students will be required to meet the same admission criteria as other students.
11. Audit Students—Students shall be accepted for audit only when space is available.

### **Policies Related to Admission into the Dietetic Technician Program**

1. All admissions to the Dietetic Technician Program are conditional pending receipt of the North Carolina Community College Student Medical Form, Immunizations, TB Skin Test, Flu Shot, CPR, Criminal Background Check, Drug Screen, and FBI report. The Student Medical form must be completed in its entirety and must demonstrate evidence of a physical exam within **six** months prior to the date of the submission of the form. The form must document satisfactory emotional and physical health.
  - a. Prospective students with known or suspected communicable or other serious illnesses are ethically and legally obligated to evaluate their health status in view of client safety. In addition, a physician’s statement must be provided documenting that the disease state has been resolved or adequately controlled. Laboratory documentation must be submitted denoting no actively infectious disease process.
  - b. Hepatitis B vaccine is required for all Dietetic Technician students. Should the student choose to decline the Hepatitis B vaccine, he/she will need to sign a declination form which is available in the Dietetic Program or have his/her physician sign a waiver.
2. Applications for fall semester admissions will be accepted during the preceding spring semester and/or summer semester.
3. Applicants will be notified by the Coordinator of the Dietetic Technician Program

By email of their admission status. Those qualified students not admitted will maintain their ranking on a waiting list until the beginning of the fall semester at which time re-applications must be initiated by the student to be reconsidered for admission.

4. Transfer students into the Dietetic Technician Program will be required to meet the same admission criteria as other students. The Coordinator of the Dietetic Technician Program will determine the placement of the student into the sequence of the Dietetic Technician Program after examination of the student's previous transcript and possibly course syllabi. The student may be asked to complete a skill competency test. A request for transfer admission to the program shall be determined on a space available basis.
5. Audit students shall be accepted for audit only when space is available. Students are advised to contact the Coordinator of the Dietetic Technician Program regarding audit requirements for Dietetic Technician courses.
6. The Dietetic Technician Program operates in accordance with Americans with Disabilities Act (ADA) guidelines. Refer to the Gaston College Catalog for more information regarding Physical and Emotional Standards for Admission and Progression.
7. Enrolled students in the Dietetic Technician Program are required to report any charges of misdemeanors or felonies to the Coordinator of the Dietetic Technician Program immediately. A policy statement regarding charges for misdemeanors and felonies shall be signed during the dietetic orientation.
8. Enrolled students should report **any** changes in health status to the Coordinator of the Dietetic Technician Program immediately. Documentation of satisfactory emotional and physical health may be required to remain in the program.

**NOTE: All information should be accurate to the best of the applicant's knowledge. Giving false information or withholding necessary information to the college/program may result in dismissal from the college/program and ineligibility to write the registration examination. Questionable situations shall be discussed with the Coordinator of the Dietetic Technician Program and the Dean of Health and Human Services.**

9. Professional liability insurance is required for **all** students. This insurance is arranged through the Gaston College Business Office. The student will be responsible for paying the premium along with other course fees.
10. Students are responsible for obtaining their own health insurance policy and/or paying for any medical expenses incurred as a result of illness or injury sustained during class, lab, or supervised practice (i.e. slip/falls, strained back, burns, needle stick). Gaston College has no responsibility for any health cost

including those incurred in classroom, supervised practice or campus laboratories (i.e. needle sticks; subsequent testing for HIV, falls). Neither Gaston College nor the affiliating institutions/agencies are responsible for medical expenses incurred as part of the educational process.

11. All students must complete the supervised practice component of the dietetic courses under the supervision of an approved preceptor such as a Registered Dietitian (RD), Dietetic Technician, Registered (DTR) or Certified Dietary Manager, Certified Foodservice Protection Professional (CDM, CFPP). Local students may access RD supervision from Gaston College Dietetic Technician faculty. Students who do not use Gaston College Dietetic Technician faculty must secure an approved preceptor to oversee the supervised practice. A signed facility contract/approved preceptor contract and copies of professional credentialing cards must be submitted to Gaston College 30 days prior or specified date set by the Coordinator of the Dietetic Technician Program at the beginning of the program.
12. Students are responsible for their own transportation to and from the supervised practice activities and experiences. Students are responsible for completing each of the supervised practice activities and experiences individually. Supervised practice activities and experiences are not a group or team effort. Work may be done collaboratively, but submitted work/write-ups/summaries must be individual and completed independently.
13. Students are responsible for obtaining their own personal vehicle liability insurance. Students are responsible for their own transportation and safety in travel to and from assigned areas and/or off-site supervised practice.
14. Students are financially responsible if an off-site supervised practice facility requires a student to have any post-exposure evaluation and follow up. It will be the student's responsibility to file with his or her health insurance provider to cover any associated billing for necessary services that may include testing and initial follow-up to be done for post-exposure evaluation.

## **Readmission Policies and Procedures**

### **1. Readmission Policies**

- a. When the individual has withdrawn from or failed a Dietetic Technician course, readmission will be considered on an individual and space available basis. Students on academic probation or suspension will be denied readmission to the Dietetic Technician Program. Students must have a grade point average of 2.0 or better in required college courses, and have grades of "C" or better in all related courses. Students must have completed the required Biology and Chemistry courses within 10 years from the date of application to the program.
- b. Any student who fails a Dietetic Technician course may apply for



readmission to repeat that course, provided space is available. A student who fails more than one Dietetic Technician course is ineligible to reapply for admission to the program.

- c. Students may withdraw from a single Dietetic Technician course two times only. Students having more than two withdrawals will not be eligible for readmission.
- d. A maximum of **12** months may lapse between leaving the program for any reason and the semester for which readmission is desired. After twelve months a student is eligible to apply only for admission to the total program as long as this does not exceed the specified policy of two readmissions.
- e. The readmission policies and procedures shall be evaluated on an annual basis by the entire Dietetic Technician faculty.
- f. Students seeking readmission to a Dietetic Technician course may be asked to audit selected courses. Readmitted students shall be held to the same standards of evaluation and performance of enrolled students. Dietetic Technician faculty should set specific requirements for readmitted students to validate competencies as deemed necessary.
- g. Students seeking readmission to the Associate Degree Dietetic Technician Program must have a current TB Skin Test, Drug Screen, and CPR certification.

### **Readmission Procedures**

- a. A dated, written request for readmission shall be submitted to the Coordinator of the Dietetic Technician Program at least two semesters prior to the semester that the student wishes to resume dietetic courses.
- b. The student must be eligible for readmission (see readmission policies).
- c. The Dietetic Technician Program student must have a physical examination no longer than **six months** prior to readmission to the Dietetic Technician sequence.
- d. A statement of emotional stability must be submitted if psychiatric treatment has been utilized. A statement from the psychiatrist/licensed mental health professional that has provided treatment attesting to the student's ability to function safely in the Dietetic Technician program must be secured with the understanding that additional medical and/or psychiatric information may be requested by the Coordinator of the Dietetic Technician Program.
- e. An evaluation by the Dietetic Technician faculty of previous

supervised practice and academic performance will also be utilized in determining a student's request for readmission and his/her status after readmission.

- f. Student eligibility for readmission shall be reviewed by the Admissions Committee. The selection/review process shall include the following elements:
  1. Current GPA
  2. Course grade at time of exit from the program
  3. Causative factors for student's exit from the program
  4. The Admissions Committee may request additional documentation from the student and/or other faculty members to facilitate the review process.
  5. The final decision concerning readmission rests with the Coordinator of the Dietetic Technician Program with the input and facilitation of the Dean of Health and Human Services and the Dietetic Technician Program faculty.

#### **Requirements of Completion of the Dietetic Technician Program:**

1. Applicants should be aware that travel to and from assigned off-site supervised practice may be required.
2. Applicants must have an overall grade point average of 2.0 ("C") or better in required college courses.
3. Applicants must have completed the required Biology and Chemistry courses within 10 years from the date of application to the program.
4. Applicants must complete Criminal Background Check, Fingerprint, and Annual Drug Screen. In order to comply with current Student Facility Affiliation Agreements students admitted into the Dietetic Technician Program will be required to complete successful Criminal Background Check, Fingerprint and Drug Screen according to Gaston College procedures before being placed in a supervised practice. Additional testing or immunizations may be required by off-site supervised practice facilities. The facility reserves the right to deny the student access to the facility. If the student is denied access to supervised practice facilities, the student will **not** be allowed to continue in the program. Completion of the supervised practice is required for the satisfactory completion of the program. More information will be provided upon conditional acceptance into the program.
5. Applicants must be currently certified in infant, child, and adult CPR from the American Heart Association, the Red Cross or you may go online to [www.CPRTODAY.com](http://www.CPRTODAY.com) You must submit a copy of the CPR certification card prior to beginning the program.

6. Applicants must submit a completed North Carolina Community College Student Medical Form documenting satisfactory emotional and physical health is required before entrance into the program by date to be announced by the Coordinator of the Dietetic Technician Program.

### **Health Requirements:**

1. Physical health is defined as being free of disabling or contagious disease, being able to perform fine and gross motor skills, and being able to perform normal weight-bearing activities.

A completed health form documenting satisfactory emotional and physical health is required before entrance into the program. The due date for the health requirements will be announced by the Dietetic Technician Department Chairperson.

2. Emotional health is defined as reacting appropriately to stressful situations, withstanding everyday environmental stresses with little difficulty, using healthy coping mechanisms, and understanding one's own ability to cope with stressful situations.

**Assessment of emotional health of applicants is made through the use of physical examinations, references, letters from psychiatrists or therapists if intensive therapy is in progress or has occurred, and psychological evaluations, if necessary.**

### **Guidelines for Completing Immunization Record**

**IMPORTANT – The immunization requirements must be met; or according to NC law, you will be withdrawn from classes without credit.**

Acceptable Records of YOUR immunizations May be Obtained from any of the Following: (Be certain that your name, date of birth and ID Number appear on each sheet and that all forms are mailed together. The records must be in black ink and the dates of vaccine administration must include the month, day, and year. **Keep a copy for your records.**)

- High Schools Records – These may contain some, but not all of your immunization information. Contact Student Services for help if needed. **Your immunization records do not transfer automatically. You must request a copy.**
- Personal Shot Records – Must be verified by doctor's stamp or signature or by a clinic or health department stamp.
- Local Health Department
- Military Records or WHO (World Health Organization Documents)
- Previous College or University – **Your immunization records do not transfer automatically. You must request a copy.**

IMMUNIZATION REQUIREMENTS ACCORDING TO AGE				
<b>STUDENTS 17 YEARS OF AND AND YOUNGER</b>				
DTP or Td <sup>1</sup> 3	Polio 3	Measles <sup>2</sup> 2	Mumps <sup>4</sup> 1	Rubella <sup>4</sup> 1
<b>STUDENTS BORN 1957 OR LATER AND 18 YEARS OF AGE OR OLDER</b>				
DTP or Td <sup>1</sup> 3	Polio 0	Measles <sup>2,3</sup> 2	Mumps <sup>4</sup> 1	Rubella <sup>4</sup> 1
<b>STUDENTS BORN BEFORE 1957</b>				
DTP or Td <sup>1</sup> 3	Polio 0	Measles 0	Mumps 0	Rubella <sup>4</sup> 1
<b>STUDENTS 50 YEARS OF AGE OR OLDER</b>				
DTP or Td <sup>1</sup> 3	Polio 0	Measles 0	Mumps 0	Rubella 0
<b>INTERNATIONAL STUDENTS</b>				
Vaccine Required				
Vaccines are required according to age (refer to appropriate box). Additionally, international students are required to have a TB Skin Test and a negative result within the 12 months preceding the first day of classes (chest x-ray required if test is positive).				

1. DTP (Diphtheria, Tetanus, Pertussis), Td (Tetanus, Diphtheria): One Td booster within the last ten years.
2. Measles: One dose on or after 12 months of age; second at least 30 days later. Must repeat Rubeola (measles) vaccine if received even one day prior to 12 months of age. History of physician-diagnosed measles disease is acceptable, but must have signed statement from a physician.
3. Two measles doses if entering college for the first time after July 1, 1994.
4. One dose on or after 12 months of age. Only laboratory proof of immunity to rubella or mumps disease, even from a physician, is not acceptable.
5. Varicella – there must be proof of two (2) doses OR a positive antibody titer. (History of disease is not acceptable proof).
6. The Hepatitis B Vaccine (recommended immunization) must be completed (series of three (3) injections) by the end of the spring semester, Freshman Year.

**Note:**

Those students who do not pursue immunizations for Hepatitis B will be required to sign a waiver releasing Gaston College and the Dietetic Technician Program of any responsibility for the possibility of their contracting Hepatitis B.

**Additional Requirements:**

All compliance paperwork must be submitted prior to the student's participation in the supervised practice. Please turn in the following paperwork to Danielle Kahne, Compliance Specialist (DBC-159) [kahne.danielle@gaston.edu](mailto:kahne.danielle@gaston.edu) or 704-922-2275:

1. A criminal background check
2. Drug Screen (annual)
3. Fingerprints submitted to FBI

Instructions for completing these requirements can be found on the Compliance webpage at: <http://www.gaston.edu/health-human-services/compliance-health-human-services-division/>

## Dietetic Technician Program Dietetic Course Summary

Dietetic Course Prefix and Number	Dietetic Course Name	Supervised Practice	Supervised Practice Hours	Preceptor Requirements	Semester Length	Semester Credit Hours
CUL 110	Sanitation and Safety	None	0	ServSafe Proctor/Instructor	16 weeks	2
DET 112 DET 113	Introduction to Nutrition Basic Food Science	DET 114	6 hours/week	Preceptor Approved by Program Coordinator	16 weeks	8
DET 116 DET 117	Foodservice Management Systems and Nutrition Concepts Foodservice Management Systems	DET 118	12 hours/week	Preceptor Approved by Program Coordinator	16 weeks	12
DET 221 DET 222	Nutrition Assessments and Skills Development Nutrition Counseling and Education	DET 224	6 hours/week	Preceptor Approved by Program Coordinator	16 weeks	8
DET 223	Community Nutrition	None	0	Preceptor Approved by Program Coordinator	16 weeks	3
DET 225	Profession of Dietetics	None	0	None	16 weeks	2
DET 226	Medical Nutrition Therapy	DET 228	6 hours/week	Preceptor Approved by Program Coordinator	16 weeks	5
DET 227	Dietetic Overview	None	0	Preceptor Approved by Program Coordinator	16 weeks	1

Please refer to the Gaston College website, [www.gaston.edu](http://www.gaston.edu), for the specific dates of the academic calendar/semesters.

### Supervised Practice: Specific Required Site Placement

**Distance Students:** This will help you plan and project what sites & contacts you will need to secure to complete your supervised practice activities each semester. You also have the option of coming to Gaston College to complete the supervised practice under the supervision of college instructor(s) and preceptors if you are unable to find resources. Note: Hours are approximate in some cases. All hours must be documented on supervised practice verification log form and signed off by RD/preceptor.

Course	Total Clinical Hours	Self-directed	Acute Care or Skilled Care Facilities	Community Sites	Foodservice
<b>CUL 110</b>	<b>None</b>	<b>Online study materials</b>	<b>None</b>		<b>2-3 hours Final Exam – ServSafe Final Exam must</b>

					be Proctor by a ServSafe Instructor/Proctor
DET 114	96	10-30 Includes research, developing presentations, developing education tools, and On-line study materials etc.	May Vary	Interviews: 30 hours Adult, Child, Adolescent, Dental, Public Health, WIC, Breastfeeding, Head Start, etc.	36 hours Experimental Foods Activities may be completed in facility or self-directed.
DET 118	192	10-30 Includes research, developing presentations, developing education tools, and On-line study materials etc.	25-50 hours under the supervision of a RD (MNT) in Acute Care, Long Term or Skilled Facility	None	125-150 hours with a RD, DTR, CDM
DET 224	96	10-30 Includes research, developing presentations, developing education tools, and On-line study materials etc.	50 hours in contact/consultation with RD in Acute Care and Community Agencies	Community Feeding Program: 3-6 hours WIC: 6-9 hours Head Start (or similar childcare program): 6-9 hours Agricultural Extension: 3-6 hours School Foodservice: 3-6 hours	None
DET 228	96	10-30 Includes research, developing presentations, developing education tools, and On-line study materials etc.	60 hours in contact/consultation with RD in Acute Care and Community Agencies	Cardiac Rehab/classes/RD observation: 3-6 hours Diabetes Classes: 3-6 hours Cancer/Oncology: 3 hours Enteral Support: 3-6 hours Dialysis: 3-6 hours Consulting RD in long term care: 3-6 hours Nutrition education may include using case studies or patients in facility	None

## DIETETIC TECHNICIAN

The Dietetic Technician Program prepare individuals to promote optimal health by providing services to meet client's needs, and ensure the provision of healthy nutrition practices. DTRs work independently as team members under the supervision of registered dietitians in a variety of employment settings, including healthcare, business and industry, community and public health, food service, and research. Many work environments require that an individual be credentialed as a DTR. Graduates of the Dietetic Technician Program are eligible for the national registration examination for dietetic technicians.

The Dietary Manager Certificate Program prepares individuals to be a trained food service professional. Dietary Managers are trained to manage menus, purchase food, prepare food, supervise staff, develop and maintain high levels of sanitation and work together with the registered dietitian to provide quality nutritional care to clients.

There are two (2) components to the dietetic programs: online and supervised practice. All course work is offered online via the Internet. Gaston College allows students within two hour travel proximity to complete the supervised practice at Gaston College. Students complete their didactic education online, and the supervised practice at Gaston College and off-site facilities under the supervision of a preceptor or in their local community under the supervision of an approved **preceptor**.

### The Program of Study

		Class	Lab	Clinical	Credit
<b>First Semester</b>					
DET 112	Introduction to Nutrition	3	0	0	3
DET 113	Basic Food Science	3	0	0	3
DET 114	Supervised Practice I	0	0	6	2
BIO 168	Anatomy & Physiology I (within 10 years)	3	3	0	4
ENG 111	Writing & Inquiry	3	0	0	3
MAT 143	Quantitative Literacy	2	2	0	3
	<b>Total</b>	<b>14</b>	<b>5</b>	<b>6</b>	<b>18</b>
<b>Second Semester</b>					
CUL 110	Sanitation & Safety	2	0	0	2
DET 116	Foodservice Mgt. Systems & Nutrition Concepts	3	0	0	3
DET 117	Foodservice Mgt. Systems	5	0	0	5
DET 118	Supervised Practice II	0	0	12	4
BIO 169	Anatomy & Physiology II (within 10 years)	3	3	0	4
PSY 150	General Psychology	3	0	0	3
	<b>Total</b>	<b>16</b>	<b>5</b>	<b>12</b>	<b>21</b>

**Third Semester**

ENG 114	Prof. Research & Reporting	3	0	0	3
BIO 275	Microbiology (within 10 years)	3	3	0	4
	<b>Total</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>7</b>

**Fourth Semester**

DET 221	Nutrition Assessments & Skills Develop	3	0	0	3
DET 222	Nutrition Counseling & Education	3	0	0	3
DET 223	Community Nutrition	3	0	0	3
DET 224	Supervised Practice III	0	0	6	2
CHM 130	Gen., Org., & Biochemistry (within 10 years)	3	0	0	3
CHM 130A	Gen., Org., & Biochemistry Lab (within 10 years)	0	2	0	1
	<b>Total</b>	<b>15</b>	<b>2</b>	<b>6</b>	<b>15</b>

**Fourth Semester**

DET 225	Profession of Dietetics	2	0	0	2
DET 226	Medical Nutrition Therapy	3	0	0	3
DET 227	Dietetics Overview	1	0	0	1
DET 228	Supervised Practice IV	0	0	6	2
WBL 111	Work-based Learning	0	0	10	1
PSY 241	Developmental Psychology	3	0	0	3
Humanities	ART, ENG, HUM, MUS, PHI, REL	3	0	0	3
	<b>Total</b>	<b>12</b>	<b>0</b>	<b>16</b>	<b>15</b>
	<b>Total Semester Hours</b>				<b>76</b>

**Program Costs:**

Semester	NC Residents	Out of State Residents
<b>First semester</b>	<b>\$2,946</b>	<b>\$6,018</b>
<b>Second Semester</b>	<b>\$1,920</b>	<b>\$4,992</b>
<b>Third Semester</b>	<b>\$485</b>	<b>\$1,061</b>
<b>Estimated Total First Year</b>	<b>\$5,351</b>	<b>\$12,071</b>
<b>Fourth Semester</b>	<b>\$1,887</b>	<b>\$4,959</b>
<b>Fifth Semester</b>	<b>\$1,856</b>	<b>\$4,736</b>
<b>Estimated Total Second Year</b>	<b>\$3,743</b>	<b>\$9,695</b>
<b>Estimated Total For DT Program</b>	<b>\$9,094</b>	<b>\$21,766</b>

\*Estimated cost based on 2014-2015 prices



## **Expectations:**

### **Specific expectations and costs for personal technology needs of the distance education intern, i.e. personal computer and access to internet (3.6.2.3)**

Online classes are not all that different from regular classes. You'll have an instructor and classmates, and will interact with them during the semester. You'll have homework and participate in class activities. In some ways, the experience will seem very familiar to you. Still, online classes are different from regular classes in some important ways. You don't have to drive to campus and fight for a parking space, because you won't be meeting in a classroom at a regular time and place. Communication with your instructor and other students will take place online, not in person. Without an instructor reminding you what is due in class each week, you'll have more responsibility for your own learning. You will need basic computing skills and convenient access to the Internet.

#### **Be self-motivated and self-disciplined.**

With the freedom and flexibility of the online environment comes responsibility. This process takes a real commitment and discipline to keep up with the flow of the process.

#### **Be willing to “speak up” if problems arise.**

Many of the non-verbal communication mechanisms that instructors use in determining whether students are having problems (confusion, frustration, boredom, absence, etc.) are not possible in the online environment. If the student, is experiencing difficulty on any level (either with the technology or with the course content), you must communicate this immediately. Otherwise the instructor will never know what is wrong.

#### **Be willing and able to commit to 5 to 8 hours per week per course.**

Online is not easier than the traditional educational process. In fact, many say it requires much more time and commitment.

#### **Be able to meet the minimum requirements for the program.**

The requirements for online are no less than that of any other quality educational program. You should view online as a convenient way to receive your education, not an easier way. The online learning process is normally accelerated and requires commitment on your part. Staying up with the class and completing all work on time is vital. If you get behind, it is very difficult to catch up.

#### **Take the program and yourself seriously.**

Elicit the support of your fellow students, family, and friends before you start out on your online adventure. This built-in support system will help you tremendously since there will be times when you will have to sit at your computer for hours at a stretch in the evenings and on weekends. When most people are through with work and want to relax is most likely when you will be bearing down on your course work. It helps to surround yourself with people who understand and respect what you are trying to do.

**Log on to your course every single day** or a minimum of 3-5 days a week. If you let too many days go by without logging on to your course, you may get behind and find it very difficult to catch up.

### **Apply what you learn.**

If you are able to apply everything you learn as you learn it, you will remember it more readily. If it is possible, take the things you learn in your course today and use them in your workplace tomorrow. Also, try to make parallels between what you are learning and what you do or will do in your job. Contributing advice or ideas about the real-world as it applies to the subject matter you are studying helps you internalize what you are learning.

The skills you need most to be a successful online learner are the same ones you use in any class: preparation, organization and self-discipline. The difference is in how you apply them.

## **Technology Requirements and Estimated Costs:**

### **Technology Requirements:**

#### **Operating System**

Your computer's operating system should have Microsoft Windows (XP or above works best) or Macintosh (OS X or above works best). If you are taking a Computer Science course that requires a specific operating system, such as Windows, you can't use a Mac. Check with the instructor of the course if you are unsure.

#### **Processor Speed**

Any computer with a Pentium, Pentium clone, or PowerPC should work. Of course, the faster your processor speed (300 MHz or above), the better the performance.

#### **Hard Disk Space**

Make sure you have enough for all of your application programs, particularly your web browser. If you download a recent version of a web browser, you'll need anywhere from 50-150 MB to install and run the program. Your instructor might also have you download and install free media players, such as RealPlayer and QuickTime. Shoot for at least 1 GB on your hard disk.

#### **RAM**

64 MB is probably the minimum, 128 MB is better, and 256 MB or higher is preferred.

## Web Browser

Blackboard's support of Google Chrome and Mozilla Firefox differs from the other supported browsers. Chrome and Firefox are following a rapid release strategy and releasing updates very 6 or so weeks. Chrome requires an automatic upgrade for end users, whereas Firefox offers the option to turn off the automatic upgrade. Blackboard has decided to support Chrome and Firefox in the broad sense meaning we will accept issues on both browsers and strive to resolve issues on Blackboard Learn as appropriate.

Blackboard has conducted testing using the Stable Channel of Chrome (Chrome 10) and the Final Release Channel of Firefox (Firefox 4) during testing of this release. We resolved browser related issues at the time of releases, but cannot guarantee the compatibility of future versions. We will conduct testing on the latest browsers and Blackboard Learn releases to provide timely information on browser compatibility.

### Windows Client Configurations

	<b>Internet Explorer 9</b>	<b>Internet Explorer 8</b>	<b>Internet Explorer 7</b>	<b>Firefox (Final Release Channel)*</b>	<b>Firefox 3.6</b>	<b>Google Chrome (Stable Channel)**</b>
<b>Windows XP (32-bit)</b>	Unsupported	Compatible	Unsupported	Compatible	Compatible	Compatible
<b>Windows Vista (32-bit)</b>	<b>Certified</b>	Compatible	Unsupported	<b>Certified</b>	Compatible	Compatible
<b>Windows Vista (64-bit)</b>	Compatible	Compatible	Unsupported	Compatible	Compatible	Compatible
<b>Windows 7 (32-bit)</b>	<b>Certified</b>	Compatible	Unsupported	<b>Certified</b>	Compatible	<b>Certified</b>
<b>Windows 7 (64-bit)</b>	Compatible	Compatible	Unsupported	Compatible	Compatible	Compatible

### Internet Service Provider

It doesn't matter which ISP you use; just make sure it's reliable. If you use AOL< minimize it after launching, then open Internet Explorer or Firefox to use Blackboard.

### Modem Speed

Blackboard works fine at 56k, but a cable modem or DSL is preferred in order to get the best experience with multimedia content.

## Multimedia

High-speed CD-ROM drive (24x or better) or DVD-ROM drive with speakers. If you have a Mac, your speakers are built in.

## Software

It's always best to have a word processing program, such as Microsoft Word, on your computer. This way, prior to submitting assignments, you can check work for spelling and grammar errors. If your instructor requires you to submit specifically formatted documents either through the Assignments tool in Blackboard or via email, it is suggested that you submit a Word document (.doc) or a Rich Text Format (.rtf) file. By doing so, you are ensuring that your instructor will be able to open your assignment on his/her computer.

Alternatively, you can use Google Docs, in which you can create a document online, and then download it to your computer in the Word format.

Some online courses, such as many of Gaston College's Computer Information Systems courses, require specific software like Microsoft Office. This requirement will be detailed in the syllabus or Blackboard.

If your instructor allows you to submit assignments as web pages, you might need a web-page editor, such as Macromedia Dreamweaver. You can download a free web-page editor, or you can use Google Sites.

## Technology Estimated Costs:

Laptop	\$274.99 Walmart Acer Laptop
	\$249.00 Walmart Toshiba Laptop
	\$388.00 Walmart Dell Laptop
	\$229.99 Best Buy HP Laptop
	\$249.99 Best Buy Asus Laptop
	\$249.99 Best Buy Toshiba Laptop
Printer	\$54.00 Walmart HP Deskjet All-in-One
	\$34.99 Walmart Canon Wireless All-in-one
	\$69.00 Walmart Brother Wireless Office All-in-One
	\$69.99 Best Buy HP Officejet Wireless All-in-One
	\$69.99 Best Buy Epson Wireless All-in-One
	\$69.99 Best Buy Brother Wireless All-in-One
Internet	Varies according to speed
	Charter Cable Basic Internet starting at \$29.99
	AT&T U-verse \$14.95-29.95 Internet

## **Graduation and Program Completion Requirements:**

In order to receive an Associate of Applied Science in Dietetic Technician degree a student must complete all of the dietetic courses, the supervised practice courses, and all the general education classes.

Students must have:

- an overall grade point average of 2.0 or better
- a grade point average of a “C” or better in all related courses
- completed at least 30 credit hours in attendance at Gaston College
- completed the required Biology and Chemistry within 10 years from the date of application to the program
- completed at least 450 clocked hours of supervised practice
- filed a graduation petition with the Records and Registration Office. Late graduation petitions are not accepted.

Commencement exercises to award degrees and diplomas to students in respective divisions are at the conclusion of the spring term. There will be a graduation fee of that will be specified each year. The specific date of the commencement exercise is listed in the current college calendar.

Please consult the Gaston College online catalog at [www.gaston.edu](http://www.gaston.edu) for all courses and course descriptions.

Students are expected to complete the degree within 3.5 years or 150% of the length of the program. Part time students are encouraged to complete the general education courses prior to enrolling in the Dietetic Technician Program. Please refer to the college website for the academic calendar.

## **Verification of Successful Completion:**

The student must successfully complete all didactic and supervised practice to include documentation of competencies. The student must not have outstanding financial or program obligations.

Verification of successful completion of the Dietetic Technician Program at Gaston College will be given to all students who have successfully completed a “C” or better on all academic course work in the general education courses, a “C” or better in the Dietetic Technician courses, a “C” or better in the supervised practice courses, and a “C” (80%) or better on the college prepared Dietetic Technician exit examination.

Retesting for the DT exit examination will be available fifteen days following the previous test date for students who do not score a “C” (80%).

Upon successful completion of the program all students will receive five copies of a verification statement. This form verifies to the Academy of Nutrition and Dietetics that all academic and supervised practice requirements have been met for the Academy of Nutrition and Dietetics active membership.

The Commission on Dietetic Registration (CDR) also requires verification for the Registration Examination for the Dietetic Technician. The Coordinator of the Dietetic Technician Program electronically submits all eligible candidates to CDR when all requirements for the Registration Examination are met. The CDR notifies graduates of their Registration Examination eligibility; graduates are responsible for scheduling their registration examination.

The examination application fee is separate from the Academy of Nutrition and Dietetics membership application fee, membership dues, and CDR registration maintenance fee. The entire examination fee of \$120 **must** be paid at the time of registration for the examination.