M.S. in Nutrition Sciences
Lifestyle Management and Disease Prevention Track
2019-2020

STUDENT HANDBOOK
UAB SCHOOL OF HEALTH PROFESSIONS

DEPARTMENT OF NUTRITION SCIENCES

MS IN NUTRITION SCIENCES —
LIFESTYLE MANAGEMENT AND DISEASE PREVENTION TRACK

2019-2020 ACADEMIC HANDBOOK

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INTRODUCTION

DEAN’S WELCOME MESSAGE

Welcome to the University of Alabama at Birmingham School of Health Professions, a national leader in the health care industry.

We are home to one of the largest health professions schools in the nation with more than 25 programs at the baccalaureate, master’s, and doctoral levels, with over 2,000 undergraduate and graduate students enrolled. The School of Health Professions, part of UAB’s thriving academic health center, offers you the opportunity to work side-by-side with world-renowned researchers and faculty, utilize advanced technologies, and experience cutting-edge approaches to clinical treatment.

We understand that healthcare needs are constantly changing. That is why we continue to add innovative programs such as Biotechnology. We also offer graduate programs you will only find in Alabama at UAB like Genetic Counseling, Nuclear Medicine Technology, Low Vision Rehabilitation, Healthcare Quality and Safety, Ph.D. in Rehabilitation Science, and Biomedical and Health Sciences, which can be completed within eleven months. Plus, our newest programs – Healthcare Simulation and Clinical Pathologist Assistant – are each one of only a handful of their kind offered in the U.S.

Our degrees and programs are fully accredited by their respective professional organizations. This means you will be eligible for licensure, national certification or registration and enjoy being in high demand within the job market. Our first-time student exam pass rate on many credentialing exams is an astounding 98 percent or higher.

All of our programs with rankings preside among the nation’s top of the U.S. News and World Report, including our #1 ranked M.S. in Health Administration program. We continue to be rated at the top of the list in research funding from the National Institutes of Health, and the School is one of only a small number in the country to house both an NIH-funded Nutrition and Obesity Research Center and an NIH-funded Diabetes Research and Training Center.

Graduating from the School of Health Professions means you will acquire an esteemed degree, have a host of job opportunities in healthcare – an industry that continues to grow rapidly – and be well prepared to make a difference in your community.

Our alumni give advice to current students that is worth repeating: “learn your craft, be a better professional for your patients, be open minded to future possibilities, and remember to have a healthy work/life balance”.

I look forward to seeing you grow in your respective field and watching you become the leader we know you can be.

Andrew Butler, PhD
Dean, UAB School of Health Professions
OVERVIEW OF THE SCHOOL OF HEALTH PROFESSIONS

A leader in federally funded research, the UAB School of Health Professions (SHP), is one of the largest academic institutions of its type in the United States and currently boasts several nationally ranked programs. What began in the 1950’s as a collection of courses in various para-professional disciplines has grown into an internationally recognized center of academic excellence.

The SHP initially took shape in 1969 as UAB gained autonomy within the University of Alabama System. Originally christened the School of Community and Allied Health Resources (SCAHR), the school incorporated the School of Health Services Administration and the Division of Allied Health Sciences from the College of General Studies with parts of the Department of Public Health and Epidemiology from the medical school. An innovative facility designed to meet the growing needs of the health care industry, the SCAHR was divided into four academic divisions that functioned like regular academic departments: Health Services Administration, Public Health and Environment, Allied Health Sciences, and the Regional Technical Institute for Health Occupations.

Throughout the 1970’s and 80’s the school’s offerings were amended to reflect the changing health care industry. As a result of the changes, SCAHR became the School of Public and Allied Health (SPAH). Next it became the School of Community and Allied Health (SCAH) and later the School of Health Related Professions (SHRP). During this time, the school added several new areas of study including the consistently nationally ranked program in Nutrition Sciences. Through their visionary leadership and guidance, the school is experiencing unparalleled success.

Today, the School of Health Professions is comprised of more than 25 programs – at the baccalaureate, master’s and doctoral levels – across five academic departments: Clinical and Diagnostic Sciences, Health Services Administration, Nutrition Sciences, Occupational Therapy, and Physical Therapy. The school is housed in three buildings, the Susan Mott Webb Nutrition Sciences Building, the Learning Resource Center Building, and the School of Health Professions Building (SHPB).

With more than 2,200 faculty, staff, and students, SHP is one of six schools comprising the world-renowned UAB Academic Health Center. Students have access to vast academic resources, state-of-the-art facilities, and progressive research.

SHP is proud of many accomplishments including:

- U.S. News & World Report ranks SHP programs in the nation’s top 25
- Research funding is over $14 million and growing
- The school is at the top of the list in research funding from the National Institutes of Health for schools of its type and has been either first or second in funding received since 1969
OFFICE FOR STUDENT RECRUITMENT, ENGAGEMENT AND SUCCESS (OSRES)

The SHP Office for Student Recruitment, Engagement and Success (OSRES) supports UAB’s mission and values with a focus on achievement, collaboration and diversity. It furthers the School of Health Professions’ mission to be a leader shaping the future of healthcare by recruiting the best and brightest to SHP; developing students to impact the campus and communities; and graduating tomorrow’s healthcare leaders. Guided by these commitments, the OSRES provides support to all students through a number of programs including the following:

- Academic Coaching
- Tutoring and Supplemental Instruction
- Campus Resource Referral
- Management of school-wide Scholarships in SHP

The OSRES also coordinates the School of Health Professions Student Affairs Committee (SAC.) SAC is responsible for student activities, services, programs, organizations, policies and procedures consistent with the university’s non-academic conduct policies. Subcommittees of SAC include the following:

- Homecoming
- Orientation
- Student Activities
- Non Academic Misconduct/ Breaches in Professional Behaviors

Additionally, the OSRES team recognizes that with classes and labs, internships, and studying, students have particularly demanding schedules. In response, we bring resources to you and serve as liaison between SHP and university departments across student services.

The team at OSRES is here to support students. We have an open-door policy and encourage students to connect. Students should feel free to drop-by, with no appointment needed; call, email or schedule a meeting. We are here to help students in the School of Health Professions make the most of their UAB experience.

OSRES - Location: SHPB 230  Telephone: 205-934-4195 or 205-934-4194  Email: shp@uab.edu
SCHOOL OF HEALTH PROFESSIONS ORGANIZATIONAL CHART - 2019-2020

Dean
UAB School of Health Professions
Andrew Butler, Ph.D.

Senior Director of Development
Katie D. Adams

Executive Assistant
Mary Foster

Assistant Dean for Undergraduate Research & Honors
Ted Bertrand, Ph.D.

Assistant Dean for Student Recruitment, Engagement & Success
Tracee M. Synco, Ph.D.

Assistant Dean for Administration & Fiscal Affairs
Melanie Talbot

Senior Associate Dean for Academic & Faculty Affairs
Donna J. Slovensky, Ph.D.

Lakeshore Foundation Endowed Chair, Health Promotion & Rehabilitation Sciences
James H. Rimmer, Ph.D.

Clinical & Diagnostic Sciences
Donna Slovensky, Ph.D.
Interim Chair

Health Services Administration
Christy H. Lemak, Ph.D.
Chair

Nutrition Sciences
James Hill, Ph.D.
Chair

Occupational Therapy
Gavin Jenkins, Ph.D.
Chair

Physical Therapy
David M. Morris, Ph.D.
Chair

Office of External Relations

Office for Student Recruitment, Engagement & Success
SECTION 1 – SCHOOL AND UNIVERSITY INFORMATION

ACADEMIC CALENDAR

All dates related to registration, payments of tuition and fees drop/add dates, other administrative requirements, and official school holidays are recorded on the UAB Academic Calendar available at www.uab.edu/academiccalendar.

ACADEMIC HONOR CODE (UAB)

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. Academic misconduct undermines the purpose of education. Such behavior is a serious violation of the trust that must exist among faculty and students for a university to nurture intellectual growth and development. Academic misconduct can generally be defined as all acts of dishonesty in an academic or related matter. Academic dishonesty includes, but is not limited to, the following categories of behavior:

ABETTING is helping another student commit an act of academic dishonesty. Allowing someone to copy your quiz answers or use your work as their own are examples of abetting.

CHEATING is the unauthorized use or attempted use of unauthorized materials, information, study aids, the work of others, or computer-related information.

PLAGIARISM means claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, the use of commercially available scholarly papers, failure to cite sources, or copying another person’s ideas.

FABRICATION means presenting falsified data, citations, or quotations as genuine.

MISREPRESENTATION is falsification, alteration, or the misstatement of the contents of documents, academic work, or other materials related to academic matters, including work substantially done for one class as work done for another without receiving prior approval from the instructor.

Violations of the UAB Academic Honor Code are punishable by a range of penalties, from receiving a failing grade on an assignment, to an F in the course, to dismissal. Any course grade of F for academic misconduct supersedes any other grade or notation for that class. Withdrawal from a course while a possible violation of the Academic Honor Code is under review will not preclude the assignment of a course grade that appropriately reflects the student’s performance prior to withdrawal if the violation is substantiated.

For more information go to: www.uab.edu/students/one-stop/policies/academic-honor-code
**AskIT**

AskIT is the technology help desk for faculty, staff, and students. They provide free support via telephone, email, or in-person. You will be asked to supply your BlazerID when you request assistance.

Phone: (205) 996-5555  Email: askit@uab.edu  Website: https://uabprod.service-now.com/service_portal

**Attendance**

Class attendance is expected in all SHP programs. Specific class, laboratory or clinical site attendance requirements may be more stringent than university guidelines. Refer to the program requirements in this handbook and in course syllabi for policies. The UAB policy for undergraduates follows.

The University of Alabama at Birmingham recognizes that the academic success of individual students is related to their class attendance and participation. Each course instructor is responsible for establishing policies concerning class attendance and make-up opportunities. Any such policies, including points for attendance and/or participation, penalties for absences, limits on excused absences, total allowable absences, etc., must be specified in the course syllabus provided to students at the beginning of the course term. Such policies are subject to departmental oversight and may not, by their specific prescriptions, negate or circumvent the accommodations provided below for excused absences.

The University regards certain absences as excused and in those instances requires that instructors provide an accommodation for the student who misses assignments, presentations, examinations, or other academic work of a substantive nature by virtue of these excused absences. Examples include the following:

Absences due to jury or military duty provided that official documentation has been provided to the instructor in a timely manner in advance.

Absences of students registered with Disabilities Services for disabilities eligible for "a reasonable number of disability-related absences" provided students give their instructors notice of a disability-related absence in advance or as soon as possible.

Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:

Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.

If a change in the schedule occurs, students are responsible for providing their instructors with advance written notification from the sponsoring unit or department.

Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students. In these instances, instructors must devise a system for reasonable accommodation including, for example, policies allowing for dropped exams/quizzes, make-up exams, rescheduling of student classroom presentations or early or later submission of written assignments.
AWARDS AND HONOR SOCIETIES

All students in the School of Health Professions are eligible for consideration for the following awards or society memberships.

- Alfred W. Sangster Award for Outstanding International Student – This award is presented annually to an international student in recognition of his or her academic and non-academic achievements.

- Alpha Eta Society – The UAB Chapter of this Society recognizes students registered in the final term of a baccalaureate or graduate health professions program. Inductees must have a cumulative grade point average of 3.0 (4.0 = A), and be in the upper 10% of their program. Nominations are made by program directors in spring and summer terms.

- Cecile Clardy Satterfield Award for Humanism in Health Care – This award is made annually to recognize one outstanding student for humanitarianism, professionalism, and commitment to health care. Nominations are coordinated by program directors, but may also be made by faculty, students, patients, or preceptors.

- Charles Brooks Award for Creativity – This award is made annually in recognition of creative accomplishments such as written publications or artistic contributions which complemented the student’s academic activities. Nominations are made by program directors.

- Dean’s Leadership and Service Award – Presented to a maximum of three outstanding SHP students annually, this award recognizes leadership to the School, UAB, and the community. Nominations are made by program directors or faculty.

- Phi Kappa Phi – This is the oldest, and most selective, all-discipline honor society in the nation. Membership is by invitation to the top 7.5% of junior students and the top 10% of seniors and graduate students. Nominations are made by program directors.

Please refer to the program section of this handbook for awards and honors available to students in individual programs.

BACKGROUND CHECK

SHP students are required by policy, to undergo a background check using the school’s approved vendor, CastleBranch https://discover.castlebranch.com/, at the time of program admission, and again, prior to placement in a clinical rotation. Instructions for requesting the background check and appropriate consent forms are provided to students by their programs. Please refer to the policy section of this handbook for the policy statement.

BLAZERID / BLAZERNET / EMAIL

BLAZERID: All students receive a unique identifier, the BlazerID, established at: www.uab.edu/blazerid. Your BlazerID is required for accessing BlazerNET and other campus resources. To activate one’s BlazerID, select “Activate Accounts.”

BlazerNET is the official portal of the UAB information network and is accessible from any Internet-accessible computer, on- or off-campus. Access BlazerNET from UAB home page www.uab.edu then choose UAB Quicklinks.
Email: uab.edu Monitor your email regularly. Your UAB email is the official communication medium for courses, news, information and announcements. UAB student email is provided through Microsoft Office 365, a cloud based system. Students have 50 GB of email space and 25 GB of free file 1 TB storage.

Blazer Express

The UAB Blazer Express Transit System provides transportation throughout the UAB campus. With a valid UAB ID badge, students can enjoy fare-free bus transportation. All buses are ADA-accessible and can seat approximately 35 riders. For an updated schedule, route maps, and hours of operation please go to www.uab.edu/blazerexpress/.

Bookstore

There is one bookstore located on the UAB campus, offering a wide variety of products and services to students, including online purchasing and shipping. The bookstore stock UAB memorabilia and college wear in addition to all required textbooks and course material.

UAB Barnes and Noble Bookstore
Location: 1400 University Blvd, 35233
Hours: M – F 8:00 a.m. – 5:00 pm.; Sat Closed; Sun Closed
Telephone: (205) 996-2665 Website: http://uab.bncollege.com

Campus OneCard

The UAB OneCard is the official university identification card. It is used for personal identification, for entry to campus events and the recreation center, for library checkout, and other UAB services. It also serves as a declining balance card for the UAB meal plans and for Blazer Bucks accounts. Additional information is available at www.uab.edu/onecard.

Campus Map

UAB’s campus map can be found at the following: www.uab.edu/map/

Canvas Learning Management System

The Canvas Learning Management System is the platform used for managing instructional materials online. Canvas course sites are accessed through BlazerNET or at www.uab.edu/elearning/canvas. Students should monitor their course sites routinely for communication from faculty and manage course assignments.

Counseling Services

The Counseling and Wellness Center offers no cost, confidential counseling for UAB students related to physical, emotional, social, intellectual, or spiritual concerns. The Center is located in Student Health and Wellness Center at 1714 9th Ave. South. For more information, call 205-934-5816 or https://www.uab.edu/students/counseling/
STUDENT ADVOCACY, RIGHTS AND CONDUCT (SARC)

Student Advocacy, Rights and Conduct (SARC) is responsible for upholding the integrity and purpose of the university through the fair and consistent application of policies and procedures to students’ behavior to ensure a community that respects the dignity and right of all persons to reach their highest potential. SARC delivers programs and services in order to promote student safety and success, the pursuit of knowledge, respect for self and others, global citizenship, personal accountability and integrity, and ethical development. The UAB student conduct code may be accessed online: http://www.uab.edu/students/sarc/services/student-conduct-code

DISABILITY SUPPORT SERVICES (DSS)

“DSS provides an accessible university experience through collaboration with UAB partners. These partnerships create a campus where individuals with disabilities have equal access to programs, activities, and opportunities by identifying and removing barriers, providing individualized services, and facilitating accommodations.”

“DSS serves as the university-appointed office charged with providing institution-wide advisement, consultation, and training on disability-related topics which include legal and regulatory compliance, universal design, and disability scholarship.”

To apply for accommodations contact DSS. **Note: You must have your Blazer ID and password.**

Telephone: (205) 934-4205 or (205) 934-4248 (TDD)  Fax: (205) 934-8170

Email: dss@uab.edu  Website: www.uab.edu/students/disability/

DRUG SCREENING

By policy, SHP students are required to undergo a routine drug screen using the school’s approved vendor, CastleBranch https://discover.castlebranch.com/, at the time of program admission and again prior to placement in a clinical rotation. Instructions for requesting the drug screen and appropriate consent forms will be provided to students by their programs. Please refer to the policy section of this handbook for the school and university policy statements. The Office for Student Recruitment, Engagement and Success (OSRES) manages the procedures and compliance for the school. If you have questions, contact them at (205) 934-4194 or shp@uab.edu or visit room 230 in the School of Health Professions Building.

For more information visit: http://www.uab.edu/shp/home/about-shp/student-services

EMERGENCIES

Report suspicious or threatening activity to the UAB Police Department immediately. Law officers are available 24 hours, seven days a week. Also, more than 300 emergency blue light telephones connected directly to the police dispatch are located throughout campus.

**UAB Police:** Dial 911 from a campus phone or call: 934-3535; 934-HELP (4357); or 934-4434

Emergencies affecting campus are communicated via the following:

Weather & Emergency Hotline: (205) 934-2165  • University home web page: www.uab.edu

• Webpage: www.uab.edu/emergency  • Announcements on BlazerNET
DIVERSITY, EQUITY AND INCLUSION (DEI)

The mission of DEI is to “… champion equity and inclusion and, in particular, to advocate for inclusive excellence and equity so that UAB students, faculty, staff, community partners and friends can flourish and excel.” Inspired by “… what we value, what we learn from research and what we teach and share with the world.” DEI’s goal is “… to inspire our people to take a courageous step to inspire equity and inclusive excellence throughout our state, nation and world, every day.” Dr. Paulette Patterson Dilworth is the Vice President responsible for the activities of this office. Information: http://www.uab.edu/dei/

FERPA

The Family Educational Rights and Privacy Act (FERPA) of 1974 provides protection for all educational records related to students enrolled in an educational program. Information about your rights and protection of your records is available at the following sites: https://sa.uab.edu/enrollmentservices/ferpa/; If you have questions or concerns about FERPA issues, you may email FERPA@uab.edu, or contact the SHP Office for Student Recruitment, Engagement and Success.

FINANCIAL AID

Located at 1700 University Blvd., Lister Hill Library, Room G20. Hours of Operation are from 8:00 am to 5:00 pm Monday thru Friday. Phone: (205) 934-8223; Fax: (205) 975-6168. Additional information can be located on the website www.uab.edu/students/paying-for-UAB.

FOOD SERVICES

Dining facilities available on campus, closest to the SHP buildings include:

- Commons on the Green – located on the Campus Green, south of 9th Avenue and the Campus Recreation Center
- Einstein’s Bagels – located at the plaza entrance to the Learning Resource Center. Hours vary per semester.

Vending machines are located in the basement of the Learning Resource Center and on the 6th floor of the Webb Building. Additional information about meal plans and campus dining facilities is available at www.uab.edu/dining.

GRADUATE SCHOOL

The UAB Graduate School offers doctoral programs, post-master’s specialist programs, and master’s level programs. Graduate programs in SHP are coordinated through the Graduate School and students must adhere to the Graduate School policies and procedures. Graduate School information for current students is available at www.uab.edu/graduate/.
**GRADUATION**

All students must complete an application for degree six months prior to graduating. For more information and important deadlines please go to [www.uab.edu/commencement/degree-applications](http://www.uab.edu/commencement/degree-applications).

SHP holds a special commencement ceremony for graduates in the professional masters programs in the spring and fall semesters. The SHP ceremonies are scheduled on the Friday afternoon prior to the university commencement ceremonies being held the next morning on Saturday. The University holds commencement every semester. Check the commencement website for the most current information: [http://www.uab.edu/commencement/](http://www.uab.edu/commencement/)

**STUDENT HEALTH AND WELLNESS**

The University provides prevention, counseling, and treatment services to students through the UAB Student Health and Wellness located at 1714 9th Avenue South. The clinic is open from 8:00 a.m. – 5:00 p.m. Monday – Thursday; 9:00 a.m. – 5:00 p.m. Friday, but is closed between noon and 1:00 p.m. daily. Detailed information about services and operating practices is located on the SHS website at [www.uab.edu/studenthealth](http://www.uab.edu/studenthealth). Appointments may be scheduled by calling 205-934-3580.

**MEDICAL CLEARANCE**

SHP students are required to receive medical clearance at the time of program admission. UAB Student Health and Wellness utilizes a secure web-based process for the storage of required documents accessed through BlazerNET. More information is available at the Student Health and Wellness website: [www.uab.edu/students/health/medical-clearance/immunizations](http://www.uab.edu/students/health/medical-clearance/immunizations).

**HIPAA TRAINING**

The Health Insurance Portability and Accountability Act includes significant requirements for protecting individual privacy of health information. All students in the School of Health Professions must complete an online tutorial and be tested on HIPAA regulations at the time of program admission. A BlazerID is required to access the training site, located at [www.uab.edu/learningsystem](http://www.uab.edu/learningsystem). Compliance with the training requirement is monitored monthly. Students who have not completed the training are reported to the Office for Student Recruitment, Engagement, and Success for follow-up with the appropriate program director.

**INSTITUTIONAL REVIEW BOARD FOR HUMAN USE (IRB)**

Student researchers must comply with all requirements for protection of human subjects. Detailed information is available on the IRB website [www.uab.edu/irb](http://www.uab.edu/irb).

**INTELLECTUAL PROPERTY**

Intellectual property refers to an asset that originated conceptually, such as literary and artistic works, inventions, or other creative works. These assets should be protected and used only as the creator intends. Training materials defining inventor status, patent criteria, and other intellectual property issues is available at [www.uab.edu/research/administration/offices/OSP/Pages/Training.aspx](http://www.uab.edu/research/administration/offices/OSP/Pages/Training.aspx).
**LACTATION CENTERS**

Through the work of the UAB Commission on the Status of Women, the University has provided several lactation centers for students, faculty, and staff across the campus. Locations of the centers are available at [www.uabmedicine.org/-/lactation-consultants-help-moms-navigate-breastfeeding-journey](http://www.uabmedicine.org/-/lactation-consultants-help-moms-navigate-breastfeeding-journey).

**LIBRARIES AND LEARNING RESOURCE CENTER**

UAB’s libraries house excellent collections of books, periodicals, microforms, and other media. have online remote access to catalogs and online collections. Computers are available for student use during regular hours of operation.

**Learning Resource Center (LRC)**

The School of Health Professions Learning Resource Center (LRC) provides a unique set of enterprise solutions that promote an exciting, intriguing and innovative learning environment. It provides a state-of-the-art media studio; audio/visual support; and information technology management of public, classroom and testing labs. Web: [http://www.uab.edu/lrc/](http://www.uab.edu/lrc/)

- Located: 1714 9th Avenue S.  
  Phone: (205) 934-5146  
  Email: shplrc@uab.edu

- Hours:  
  Monday – Thursday 7:00 am – 8:00 pm; Friday 7 am – 5:30 pm;  
  Saturday - closed; Sunday - closed

**Lister Hill Library of the Health Sciences**

This is the largest biomedical library in Alabama, and one of the largest in the south. Located across the crosswalk from the School, the LHL has extension libraries in University Hospital and The Kirklin Clinic. Dedicated librarians hold “office hours” in the Learning Resource Center weekly.

- Location: 1700 University Boulevard  
  Phone: (205) 934-2230

- Website: [www.uab.edu/lister/](http://www.uab.edu/lister/)

**Mervyn H. Sterne Library**

A collection of more than one million items supporting teaching and research in the arts and humanities, business, education, engineering, natural sciences and mathematics, and social and behavioral sciences.

- Location: 913 13th Street South  
  Website: [www.mhsl.uab.edu](http://www.mhsl.uab.edu)

- Phone: (205) 934-6364 (Reference) (205) 934-4338 (User Services)
ONESTOP STUDENT SERVICES

If you have questions or need assistance with an academic or administrative process, the UAB OneStop is where to go! Advisers will help you solve your problem or do the legwork for you if another UAB resource is needed. OneStop is located in the Hill Student Center 1400 University Blvd. You may contact the OneStop office by phone or email at (205) 934-4300; 855-UAB-1STP; (855) 822-1787. onestop@uab.edu. Additional information is available at www.uab.edu/onestop.

PARKING

Student vehicles must be registered with UAB Parking and Transportation Services, located at 608 8th Street South. The office is open Monday – Friday from 7:30 a.m. – 5:00 p.m. Parking is allocated on a first-come, first-served basis. Parking fees are established by location, payable by semester or year, and are billed to the student’s account. Additional information is available at www.uab.edu/parking.

PATIENT CARE PARTNERSHIP

Students in health professions programs learn general information about the health care industry as well as knowledge and skills specific to their chosen profession. The American Hospital Association (AHA) (www.aha.org) is an excellent resource for industry information. One role fulfilled by the AHA is that of patient advocate. The Patient Care Partnership brochure (link below) outlines rights and responsibilities of patients during hospital stays.


PLAGIARISM AND TURNITIN

Plagiarism is academic misconduct that will result in a grade of zero and may result in dismissal from the School of Health Professions and UAB (see Grievance Procedures for Violations of Academic Standards). All papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software. Please note that all documents submitted to Turnitin.com are added to their database of papers that is used to screen future assignments for plagiarism.

RECREATION CENTER

The campus Recreation Center, located at 1501 University Blvd, Birmingham, AL 35294, is open to faculty, staff, students, and their families. A valid student identification card or membership card is required for access. Facilities include basketball courts, racquetball courts, weight rooms, swimming pools, exercise rooms, and indoor track. Check the website for information about hours and services at www.uab.edu/campusrecreation.
SCHOLARSHIPS: BLAZER SCHOLARSHIP MANAGEMENT AND RESOURCE TOOL (B-SMART)

The OSRES manages the School of Health Professions’ scholarship offerings and will send reminders to students when applications are open. Visit B Smart and start an application to automatically be considered for scholarship opportunities in SHP.

OSRES manages the following:

National Alumni Society Dean’s Scholarship – Funding from the UAB National Alumni Society for two scholarships per year, one to a graduate student and one to an undergraduate student.

Ethel M. and Jessie D. Smith Endowed Nursing and Allied Health Scholarship – Funding for students enrolled in SHP programs with GPA 3.0 or above and unmet financial need. Student must be a resident of the state of Alabama at the time of enrollment.

Carol E. Medders Endowed Scholarship – Funding for students enrolled in a graduate program in the School of Health Professions. Awards are based on academic achievement and unmet financial need.

Lettie Pate Whitehead Foundation Scholarship – Funding for female students from selected states (AL, FL, GA, LA, MS, NC, SC, TN) enrolled in SHP programs. Award amounts are variable and are based on unmet financial need.

Matthew F. McNulty Jr. Health Services Emergency Loan – Students enrolled in any SHP program may apply for this low interest loan to address emergencies. Loan amounts are variable based on need.

SHP Dean’s Scholarship – Funding to recruit or retain outstanding students. Awards are based on academic achievement, and unmet financial need.

Sandra Dunning Huechtker Endowed Memorial Award – Funding for students enrolled in SHP program with GPA 3.0 or above and unmet financial need.

You must visit B-SMART http://www.uab.edu/students/paying-for-college/ to apply.

Many programs in SHP also have scholarships available to currently enrolled students. Please see the program section of this handbook for that information.
SOCIAL MEDIA

Social media can serve as useful communication tools. However, health professions students should use the forums judiciously. The School’s official sites are the following:

- Twitter: https://twitter.com/uab_shp
- Vimeo: http://vimeo.com/uabshp
- Facebook: www.facebook.com/UABSHP
- LinkedIn: www.linkedin.com/groups?gid=3596638
- YouTube: www.youtube.com/uabshp
- Website: www.uab.edu/shp

The School’s Academic Affairs Committee published the following guidelines:

The Academic Affairs Committee proposes the following for social networking vehicles. Online communities like provide opportunities to share and explore interests that enrich the higher education learning experience. However, use them with discretion. UAB social media users are expected to act with honesty, integrity, and respect for others.

Professional Use - Only UAB employees authorized by their departments may use social networking Web sites to conduct University business. The authorized employee/position will serve as the point of contact for the web site. In keeping with University policy1, the authorized employee may post on a social network profile: the University’s name, school, department, and/or unit information, a University email address or University telephone number for contact purposes, or post official department information, resources, calendars, and events. The employee should use care that any personal opinions or opposition to the University either by direct statement or perception not be published.

General Use - The following guidelines are strongly suggested:

1. Use networking sites legally and appropriately. Consider your personal obligation as a citizen of the university. Use proper conduct in your posts regarding the university and your colleagues/fellow students.

2. Consider the use of a student, staff or faculty member to monitor any departmental social pages. All parties need to understand the guidelines presented.

3. Remember, you cannot ensure who does and does not have access to your information. Any text or photo placed online is available to anyone in the world – even if you limit access to your site.

4. Information that you post online may continue to stay on the World Wide Web even after you erase or delete that information from your profiles or blog. Do not post anything that could reflect negatively on you, your family, your friends, and the university.

5. Do not post any confidential or sensitive information online.

6. By agreeing to the terms of use, online communities have your permission to republish your content worldwide and share information with advertisers, third parties, law enforcement, and others.

7. You are legally responsible for your posts on the social networking sites. Be discreet, respectful, and as accurate/factual as you can be in any comments or content you posted online.

8. Potential employers, admissions officers, and scholarship committees often search social networking sites to screen candidates. Your profile will be a part of how others know you.
TUITION AND FEES

Tuition and fees for the University are published annually under the “Current Students” tab of the UAB website. They may be paid through BlazerNET. There are two tuition rates: Alabama resident (in-state) and Non-resident (out-of-state). Currently, non-resident students who register for online course sections pay resident tuition. Non-resident tuition is charged for on-site courses such as: clinical practicums, independent study courses, and project courses.

SHP programs have specific fees attached to programs, courses or laboratories. These fees are addressed in the program section of this handbook. Current standard tuition and fees for the School are posted at www.uab.edu/shp/home/admissions-tuition/tuition.

Payment deadlines for each semester are published on the official academic calendar and on the UAB website at www.uab.edu/whentopay/. Please note that failure to meet payment deadlines can result in being administratively withdrawn from courses.

WEATHER

Severe weather situations that may affect the safety of students, faculty, and staff are communicated through the same channels as other emergencies. Severe weather precautions are published at www.uab.edu/emergency/preparedness. Other information sources include:

- Webpage: www.uab.edu/emergency
- B-ALERT system: www.uab.edu/balert
- Hotline: (205)-934-2165
- WBHM Radio (90.3 FM)

WITHDRAWAL FROM COURSE / PROGRAM

Withdrawal from a course or from your program is an official process and should be discussed with your academic advisor and / or program director. Most programs in the School are full-time and the curricula specifically sequenced. Withdrawal from a course may risk your wait time to register for the class again. You might have to wait for a full year before resuming enrollment in the program. Withdrawals are made through the UAB registration system via the Student Resources tab in BlazerNET. Notice of program withdrawal should be given in writing to the program director. Please refer to the following link for additional information on withdrawal guidelines: https://www.uab.edu/students/one-stop/classes/add-drop-and-withdrawal-policy
SECTION 2 – SHP AND UAB POLICIES

SCHOOL OF HEALTH PROFESSIONS POLICIES

SHPB EMERGENCY PLAN

WEBB BUILDING EMERGENCY PLAN

ACADEMIC AND PROFESSIONAL CONDUCT AND PROCEDURES FOR MANAGING DISCIPLINARY ACTIONS
https://www.uab.edu/shp/home/images/PDF/grievance_procedures.pdf

BACKGROUND CHECK AND DRUG SCREEN
www.uab.edu/shp/home/images/PDF/SHP_Background_and_Drug_Screen_Policy05_2012.pdf

FINAL COURSE GRADE APPEAL PROCESS
https://www.uab.edu/shp/home/images/PDF/grievance_procedures.pdf

GRIEVANCE PROCEDURES FOR VIOLATIONS OF ACADEMIC STANDARDS
https://www.uab.edu/shp/home/images/PDF/grievance_procedures.pdf

PLAGIARISM
www.uab.edu/shp/home/images/PDF/Plagiarism_Policy.pdf

Please note that all papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software, Turnitin.com. All documents submitted to Turnitin.com are added to their database of papers used to screen future assignments for plagiarism.

STUDENT HEALTH POLICY
https://www.uab.edu/policies/content/Pages/UAB-AD-POL-0000086.aspx

UAB POLICIES

CLASSROOM BEHAVIORS

ATTENDANCE / ABSENCE (UNDERGRADUATE)
http://catalog.uab.edu/undergraduate/progresstowardadegree/#enrollmenttext
HEALTH

AIDS AND HIV INFECTION
www.uab.edu/policies/content/Pages/UAB-HS-POL-0000252.aspx

BODY FLUID EXPOSURE
www.uab.edu/humanresources/home/employeehealth/reportingexposures

IMMUNIZATIONS
www.uab.edu/policies/content/Pages/UAB-AD-POL-0000086.aspx

SUBSTANCE USE/ABUSE

ALCOHOLIC BEVERAGES, USE AND CONSUMPTION
www.uab.edu/policies/content/Pages/UAB-AD-POL-0000071.aspx

DRUG FREE CAMPUS (GENERAL POLICY)
https://www.uab.edu/policies/content/Pages/UAB-UC-POL-0000804.aspx
Drug-free Campus Policy for Students (Attachments)
Attachment A - www.uab.edu/policies/content/Pages/UAB--GDL-0000632.aspx
Attachment B - www.uab.edu/policies/content/Pages/UAB--GDL-0000626.aspx
Attachment B.1 - www.uab.edu/policies/content/Pages/UAB-AD-GDL-0000627.aspx
Attachment C - www.uab.edu/policies/content/Pages/UAB--GDL-0000628.aspx

NONSMOKING
www.uab.edu/policies/content/Pages/UAB-HS-POL-0000110.aspx

TECHNOLOGY GUIDELINES

COMPUTER AND NETWORK RESOURCES (ACCEPTABLE USE)
www.uab.edu/policies/content/Pages/UAB-IT-POL-0000004.aspx

COMPUTER SOFTWARE COPYING AND USE
www.uab.edu/policies/content/Pages/UAB-IT-POL-0000028.aspx

INCLUSIVENESS

EQUAL OPPORTUNITY AND DISCRIMINATORY HARASSMENT
www.uab.edu/policies/content/Pages/UAB-BT-POL-0000052.aspx

RESEARCH AND SCHOLARLY ACTIVITIES

ETHICAL STANDARDS IN RESEARCH AND OTHER SCHOLARLY ACTIVITIES
www.uab.edu/policies/content/Pages/UAB-RA-POL-0000263.aspx
PATENT (INTELLECTUAL PROPERTY)

www.uab.edu/policies/content/Pages/UAB-RA-POL-0000115.aspx

FIREARMS, AMMUNITION, AND OTHER DANGEROUS WEAPONS

www.uab.edu/policies/content/Pages/UAB-HR-POL-0000257.aspx

Note: Additional university policies may be located by searching the UAB Policies and Procedures Library available online at www.uab.edu/policies/Pages/default.aspx.
Welcome to the Department Of Nutrition Sciences

Welcome to the Master of Science in Nutrition Sciences program! There is a rich history of nutrition at the University of Alabama at Birmingham (UAB), with a heritage of nearly one hundred-years of involvement in the field beginning with three medical doctors, Drs. James McLester, Tom Spies, and Charles Butterworth. Their interest in the use of vitamins for the treatment and prevention of disease are responsible for the origin of UAB’s commitment to nutrition, which began in the 1920s. For a complete narration of the history of the Department of Nutrition Sciences, please visit the “History” page on our website.

The Department of Nutrition Sciences (DNS) is recognized as one of the top nutrition programs in the United States and has had a profound national impact on the health care practices of Americans. DNS is a leader in providing multi-professional nutrition support services, exceptional training programs for physicians and other health professionals, federally supported research endeavors, as well as nationwide public service activities. Everything you need to learn to save lives, prevent disease, and improve quality of life is at UAB.

While most larger nutrition programs in the U.S. are fragmented, the DNS is a single, multi-professional department that is highly integrated into UAB’s campus. This provides an ideal academic setting for excellence in nutrition education and training. The DNS has long-standing research programs in nutrient metabolism, cancer, obesity, and energy metabolism and regulation, which encompass both clinical and human nutrition as well as basic molecular nutrition. Local students have the opportunity to participate in multi-professional research initiatives in basic, clinical, and translational research within one of two National Institutes of Health (NIH)-funded research centers in the Department of Nutrition Sciences—the Nutrition Obesity Research Center and the Diabetes Research Center. As well as the opportunity to engage with other world renowned research facilities on UAB’s campus, including the Comprehensive Cancer Center. Local students also have the opportunity to study the clinical side of nutrition in the heart of Alabama’s top medical center, surrounded by UAB Hospital, Birmingham VA Medical Center, and Children’s of Alabama.

The program you are entering will prepare you for professional practice in the field of nutrition science. The Master of Science in Nutrition Sciences curriculum helps to develop your knowledge and skills while helping to advance your skills in critical problem solving in a team environment. We urge you to commit yourself to the highest level of achievement while in the Master of Science in Nutrition Sciences program in order to maintain outstanding professional
achievement upon completion of your program. Now is your time to invest in the future you
deserve, and your dedication to this program will enable you to achieve this greatness.

**FACULTY AND STAFF**

The diversity inherent to the field of nutrition is reflected in our faculty, staff, and students. For a full
list of our Nutrition Sciences faculty and staff, please visit our [webpage](#).

**DEPARTMENT OF NUTRITION SCIENCES FACILITIES FOR RESEARCH**

**SUSAN MOTT WEBB NUTRITION SCIENCES BUILDING**

Constructed in 1983, the six-story [Susan Mott Webb Nutrition Sciences Building](#) provides dedicated
laboratories, animal facilities, offices, and classrooms that are used regularly by our faculty and
students. The Susan Mott Webb Nutrition Sciences Building is centrally located within The University of
Alabama at Birmingham main campus and is in easy walking distance to all other major campus facilities.

The Department of Nutrition Sciences benefits from the on campus presence of and collaboration with
outstanding regional and national institutes and centers, including the 2,000-bed University Hospital
complex, which constitutes one of the major medical facilities in the eastern United States.

Research laboratories within the Webb Nutrition Sciences Building provide all of the major equipment
needed for basic, animal, and clinical nutrition research in both human and animal samples. Notably,
the Webb Nutrition Sciences Building operates one of the most complete Energy Metabolism/Body
Composition Research Laboratories in the country. This Laboratory contains indirect hood calorimeters,
a facility for hydrodensitometry, a dual energy X-ray absorptiometry (DEXA), a bioelectrical impedance
analysis (BIA), exercise testing equipment, and a mass spectrometer equipped with a gas
chromatograph for stable isotope analyses.

The Department of Nutrition Sciences is unique in housing two prestigious NIH-funded research
centers— the [Nutrition and Obesity Research Center (NORC)](#) and [Diabetes Research Center (DRC)](#). These Centers are directly involved in our student training and research experiences, also providing accessibility to core facilities and educational opportunities.

**CENTERS FOR RESEARCH AT UAB**

UAB boasts many specialized research Centers of Excellence with such a high quality research
environment. Some of these centers include the Cardiovascular Research and Training Center, Center
for Aging, Center for Interdisciplinary Research in Immunological Diseases, Center for Research in Oral
Biology, Comprehensive Cancer Center, Diabetes Research and Training Center, Multipurpose Arthritis
and Musculoskeletal Diseases Center, Center for AIDS Research, Cystic Fibrosis Research Center,
Neurobiology Research Center, Nephrology Research and Training Center and many others. Most of
these specialized centers are actively involved in the diversity of training activities for students.

Student access to most UAB resources is readily available, either directly to students or through their
Program Director, Academic Advisor, or other members of the faculty. Certain centers on campus, such
as the Comprehensive Cancer Center, have a broad spectrum of diagnostic and analytical services
available to the UAB faculty at-large. Both NIH-funded centers housed in the Department of Nutrition
Sciences (the NORC and DRC) provide opportunities for research experiences and resources through
their cores, as well as educational and training events.

** MASTER OF SCIENCE (MS) IN NUTRITION SCIENCES**

**PROGRAM ACCREDITATION**

**SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES (SACSCOC)**

The University of Alabama at Birmingham is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate, masters, doctorate, and professional degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of The University of Alabama at Birmingham.

**MS IN NUTRITION SCIENCES CORE COURSE REQUIREMENTS**

The Master of Science degree in Nutrition Sciences provides coursework that fosters understanding about nutrition for health promotion and disease prevention. All Nutrition Sciences graduate students, regardless of their track, complete the following core curriculum. The semester offered is subject to change based on the needs of the Department of Nutrition Sciences.

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course Title</th>
<th>Semester Hours</th>
<th>Semester Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTR 618</td>
<td>Nutritional Biochemistry</td>
<td>6</td>
<td>Summer</td>
</tr>
<tr>
<td>NTR 621</td>
<td>Applied Statistics to Nutrition Sciences I*</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>NTR 637</td>
<td>Applied Research in Nutrition Sciences*</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>NTR 690</td>
<td>Seminar</td>
<td>2</td>
<td>Fall</td>
</tr>
</tbody>
</table>

**Total semester hours for Core Courses** 14

*NTR 621 is a pre-requisite for NTR 637*
**MS in Nutrition Sciences Tracks**

The Department of Nutrition Sciences offers the most comprehensive nutrition experience you will find on one campus. There are five tracks of the MS in Nutrition Sciences, each varying in their admissions requirements, curriculum, and program outcomes. For more information on each of the five MS in Nutrition Sciences track options, please visit the Department of Nutrition Sciences webpage.
SUMMARY OF MS IN NUTRITION SCIENCES TRACKS

CLINICAL TRACK / DIETETIC INTERNSHIP

The MS in Nutrition Sciences- Clinical Track/ Dietetic Internship is a one-year combined dietetic internship and Master of Science degree program that enables graduates to take the Registration Examination for Dietitian Nutritionists offered by the Commission on Dietetic Registration (CDR). In only 12 months, students are prepared for an exciting career in health care, wellness, and food systems operations. This track requires a minimum of 48 semester credit hours, including the 14 semester hours of Core Courses, and 34 semester hours that are unique to this track.

CLINICAL TRACK/ DIETETIC INTERNSHIP/ MASTERS OF PUBLIC HEALTH (MPH) DUAL DEGREE PROGRAM

Students in the Dietetic Internship/MPH Dual Degree option must complete 30 semester hours of graduate-level coursework, comprising 26 hours of public health courses and 4 semester hours of NTR 589 to be applied to the MPH degree, in addition to the requirements of the MS in Nutrition Sciences, Clinical Track/Dietetic Internship program described above. All required public health coursework is offered online.

Only students who are enrolled in the MS in Nutrition Sciences, Clinical Track /Dietetic Internship are eligible to apply for the dual degree option. Students must be admitted to both graduate programs (Nutrition Sciences and Public Health) for this dual degree.

CLINICAL TRACK/ PRIOR LEARNING OPTION

The MS in Nutrition Sciences- Clinical Track/ Prior Learning* Option accepts nutrition/dietetic supervised practice hours toward completion of a Master of Science degree. Students eligible for this program have completed an undergraduate degree in nutrition/dietetics and have received a Verification Statement from an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited Dietetic Internship (DI), Coordinated Program in Dietetics (CP), or Individualized Supervised Practice Pathway (ISPP) program. This track requires a minimum of 30 semester credit hours, including the 14 semester hours of Core Courses and 16 semester hours that are unique to this track. This is a non-thesis track and all required coursework is offered entirely online.

DIETITIAN EDUCATION PROGRAM TRACK

The MS in Nutrition Sciences- Dietitian Education Program track is one of the two Coordinated Program options in Dietetics, as defined by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) by the Academy of Nutrition and Dietetics. Students in the Dietitian Education Program track must complete a minimum of 58 semester hours, including the 14 semester hours of Core Courses and 44 semester hours that are unique to this track. Twenty-four of the semester hours unique to this track are practicums, or supervised practice experiences. All non-practicum courses are offered entirely online and practicums can be completed in the Birmingham area or remotely, allowing students to complete their degree requirements in their local setting. This program enables graduates to take
the Registration Examination for Dietitian Nutritionists offered by the Commission on Dietetic Registration (CDR), preparing them for an exciting career in nutrition.

**LIFESTYLE MANAGEMENT AND DISEASE PREVENTION TRACK**

The MS in Nutrition Sciences- Lifestyle Management and Disease Prevention track offers an entirely online degree, and is well suited for students who want to provide general nutrition information to the public for health promotion and disease prevention. Students in the Lifestyle Management and Disease Prevention track gain multi-professional perspectives at UAB, with classes taught by physician assistants, genetic counselors, Registered Dietitian Nutritionists, and exercise physiologists. This track requires a minimum of 36 semester credit hours, including the 14 semester hours of Core Courses and 22 semester hours that are unique to this track.

**DIETITIAN EDUCATION GRADUATE CERTIFICATE PROGRAM**

The Dietitian Education Graduate Certificate Program is the second of the two Coordinated Program options in Dietetics that comprise the Dietitian Education Program. The Dietitian Education Graduate Certificate Program is a Coordinated Program in Dietetics by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) by the Academy of Nutrition and Dietetics. Students who successfully complete the Lifestyle Management and Disease Prevention track and the Dietitian Education Graduate Certificate Program earn an MS degree in Nutrition Sciences, and are eligible to take the Registration Examination for Dietitian Nutritionists offered by the Commission on Dietetic Registration (CDR).

The Dietitian Education Graduate Certificate Program is restricted to students enrolled in the Lifestyle Management and Disease Prevention Track. Students who apply and are accepted into the Dietitian Education Graduate Certificate Program complete an additional 37 semester hours (73 semester hours total), and earn a Graduate Certificate that accompanies their MS in Nutrition Sciences degree.

**RESEARCH TRACK**

The MS in Nutrition Sciences- Research Track requires a research thesis as a program requirement. Students must complete a minimum of 37 semester credit hours, including the 14 semester hours of Core Courses and 23 semester hours unique to this track. Students in the Research Track are also required to complete and orally defend thesis research that contributes to the knowledge of nutrition sciences. This program utilizes blended learning, which incorporates both online and in class courses.
MS in Nutrition Sciences – Lifestyle Management and Disease Prevention Track

The UAB Graduate School designates the Lifestyle Management and Disease Prevention (LMDP) Track as a Plan II program, which is assigned to non-thesis programs. Whereas some Plan II programs require students to complete a comprehensive examination towards earning their degree, the LMDP Track does not have this as a requirement.

The MS in Nutrition Sciences, LMDP Track requires the completion of 36 semester hours of graduate work, comprised of 14 semester hours of Core Courses and 22 LMDP Track courses, in good academic standing.

The Core Completion Requirements are required courses that provide the basic knowledge expected of all students in the MS in Nutrition Sciences program. The LMDP Track coursework emphasizes nutrition assessment and interventions for health promotion and disease prevention. All required LMDP track coursework is offered entirely online.

Lifestyle Management and Disease Prevention Track-Specific Requirements

Beyond the Core Completion Requirements, there are 22 semester credit hours that are specific to the LMDP Track, as listed below:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>NTR 609</td>
<td>Applied Nutrition for Physical Activity and Disease Prevention</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>NTR 631</td>
<td>Community Interventions for Healthy Lifestyles</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>NTR 632</td>
<td>Nutrition Counseling &amp; Education</td>
<td>4</td>
<td>Fall</td>
</tr>
<tr>
<td>KINN 644</td>
<td>Application of Exercise Physiology to Fitness and Performance</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>CDS 545</td>
<td>Genetics and Genomics Applications in Healthcare</td>
<td>2</td>
<td>Fall</td>
</tr>
<tr>
<td>CDS 550</td>
<td>Intro to Medical History Taking &amp; Physical Examination</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>CDS 605</td>
<td>Survival Spanish for Health Professionals</td>
<td>1</td>
<td>Fall, Spring</td>
</tr>
<tr>
<td></td>
<td>Elective*</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total semester hours for LMDP Track Courses</strong></td>
<td><strong>22</strong></td>
<td></td>
</tr>
</tbody>
</table>

*NTR 521: Nutrition Assessment and the Nutrition Care Process* is the recommended 3-semester hour elective course. Students interested in the Dietitian Education Graduate Certificate Program must complete NTR 521 as part of their eligibility requirements (please see section below for additional information). NTR 521 is offered online in the spring term only.

The LMDP Track is designed to be completed in four consecutive semesters for students beginning in the Fall term enrolled full time, as illustrated below. Your plan of study may differ from that proposed based on when you begin the LMDP track and whether you are enrolled full or part time, both are allowable options. The maximum amount of time allowed by UAB Graduate School to complete a MS degree is five years.
**LMDP TRACK SUGGESTED COURSE SEQUENCE**

<table>
<thead>
<tr>
<th></th>
<th>Fall Year 1</th>
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<th>Spring Year 1</th>
<th></th>
<th>Summer Year 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefix</td>
<td>Credit hours</td>
<td>Prefix</td>
<td>Credit hours</td>
<td></td>
<td>Prefix</td>
<td>Credit hours</td>
</tr>
<tr>
<td>CDS 545</td>
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<td>CDS 550</td>
<td>3</td>
<td>NTR 618</td>
<td>6</td>
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<tr>
<td>NTR 621*</td>
<td>3</td>
<td>NTR 631</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NTR 632</td>
<td>4</td>
<td>NTR 637*</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NTR 690</td>
<td>2</td>
<td>Elective</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
<td></td>
<td><strong>12</strong></td>
<td></td>
<td><strong>6</strong></td>
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</tbody>
</table>

**Fall Year 2**

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDS 605</td>
<td>1</td>
</tr>
<tr>
<td>NTR 609</td>
<td>3</td>
</tr>
<tr>
<td>KIN 644</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>7</strong></td>
</tr>
</tbody>
</table>

*NTR 621 is a prerequisite for NTR 637

The DNS regularly reviews the curriculum and program. Generally, the addition of new courses or changes to current curriculum are directed by input from our faculty, alumni, and job market demands as well as research advancements in nutrition science.

**DIETITIAN EDUCATION GRADUATE CERTIFICATE PROGRAM (DEP-C)**

Although not a requirement of the MS in Nutrition Sciences, Lifestyle Management and Disease Prevention (LMDP) Track, students who desire to become credentialed as a **REGISTERED DIETITIAN NUTRITIONIST** have the option to apply to the **DIETITIAN EDUCATION GRADUATE CERTIFICATE PROGRAM**, an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited Coordinated Program in Dietetics. The application process is communicated to LMDP track students via email during the spring semester each year. Only LMDP track students are eligible for the DEP-C.

The deadline to apply to the DEP-C is **FEBRUARY 15** annually. The DEP-C accepts students for fall admission only. LMDP Track students are eligible for admission to the DEP-C upon completion of the following coursework with a 3.0 GPA by the program start date:

- NTR 521 Nutrition Assessment and the Nutrition Care Process
- NTR 618 Nutritional Biochemistry
- NTR 621 Applied Statistics to Nutrition Sciences I
- NTR 631 Community Interventions for Healthy Lifestyles
- NTR 632 Nutrition Counseling and Education
- NTR 637 Applied Research in Nutrition Sciences
- NTR 690 Seminar
- CDS 545 Genetics and Genomics Application in Healthcare
- CDS 550 Intro the Medical History Taking and Physical Examination

Students admitted to the DEP-C are required to complete additional coursework and practicum experiences in order to meet ACEND requirements to be eligible to sit for the Commission on Dietetic Registration’s National Examination to become a Registered Dietitian. Below are the additional course and practicum requirements of the Dietitian Education Graduate Certificate Program:
DEP-C REQUIREMENTS (IN ADDITION TO THE 36 SEMESTER HOURS OF THE LMDP TRACK)

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester Offered</th>
</tr>
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<tbody>
<tr>
<td>NTR 500</td>
<td>Communications in Nutrition</td>
<td>1</td>
<td>Summer</td>
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<tr>
<td>NTR 501</td>
<td>RDN Certification Review</td>
<td>0</td>
<td>Spring</td>
</tr>
<tr>
<td>NTR 600</td>
<td>Principles of Food Science Operations and Menu Planning</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>NTR 601</td>
<td>Advanced Medical Nutrition</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>NTR 604</td>
<td>Principles and Practice of Nutrition Support</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>NTR 611</td>
<td>Advanced Food System and Resource Management</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>NTR 670</td>
<td>Practicum in Wellness</td>
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<td>Fall</td>
</tr>
<tr>
<td>NTR 671</td>
<td>Practicum in Community Nutrition</td>
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<tr>
<td>NTR 672</td>
<td>Practicum in Food Systems Management</td>
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<td>Spring</td>
</tr>
<tr>
<td>NTR 673</td>
<td>Practicum in Medical Nutrition Therapy I</td>
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</tr>
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<td>NTR 674</td>
<td>Practicum in Medical Nutrition Therapy II</td>
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<td>NTR 675</td>
<td>Practicum in Dietetic Administration</td>
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</tr>
<tr>
<td>NTR 676</td>
<td>Advanced Practicum in Dietetics</td>
<td>4</td>
<td>Fall</td>
</tr>
</tbody>
</table>

Total semester hours of DEP-C coursework: 37

The LMDP Track with the DEP-C is designed to be completed in seven consecutive semesters for students enrolled in the LMDP beginning in the fall term and full time. Because students are admitted to the DEP-C within cohorts, full time enrollment is required while in the DEP-C.
# LMDP + Dietitian Education Certificate Program Course Sequence

<table>
<thead>
<tr>
<th></th>
<th>Fall Year 1</th>
<th>Spring Year 1</th>
<th>Summer Year 1</th>
</tr>
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<tbody>
<tr>
<td>Prefix</td>
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</tr>
<tr>
<td>CDS 545</td>
<td>2</td>
<td>CDS 550</td>
<td>3</td>
</tr>
<tr>
<td>NTR 621*</td>
<td>3</td>
<td>NTR 631</td>
<td>3</td>
</tr>
<tr>
<td>NTR 632</td>
<td>4</td>
<td>NTR 637*</td>
<td>3</td>
</tr>
<tr>
<td>NTR 690</td>
<td>2</td>
<td>NTR 521</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
<td><strong>Total</strong></td>
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<table>
<thead>
<tr>
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<th>Summer Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefix</td>
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<td>Credit hours</td>
</tr>
<tr>
<td>NTR 600</td>
<td>3</td>
<td>NTR 601</td>
<td>3</td>
</tr>
<tr>
<td>NTR 604</td>
<td>3</td>
<td>NTR 611</td>
<td>3</td>
</tr>
<tr>
<td>NTR 670</td>
<td>3</td>
<td>NTR 672</td>
<td>3</td>
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<tr>
<td>NTR 671</td>
<td>3</td>
<td>NTR 673</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
<td><strong>Total</strong></td>
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</table>

<table>
<thead>
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<tr>
<td>Prefix</td>
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<td></td>
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<tr>
<td>NTR 609</td>
<td>3</td>
<td></td>
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<tr>
<td>CDS 605</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>KIN 644</td>
<td>3</td>
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</tr>
<tr>
<td>NTR 676</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11</strong></td>
<td></td>
</tr>
</tbody>
</table>

*NTR 621 is a pre-requisite for NTR 637

Aside from the Practicum courses (NTR 670, 671, 672, 673, 674, 675, and 676) and the RDN Examination Review Course (NTR 501), all coursework is offered entirely online. Practicums may be completed wherever students are located. The RDN Examination Review Course (NTR 501) is completed on UAB’s Main Campus.

## Estimated Program Tuition and Fees

Please note that The University of Alabama at Birmingham is a state institution and thus tuition is mandated by the Alabama Board of Trustees. Tuition rates change annually in accordance with the academic year. The Department of Nutrition Sciences is not responsible for tuition charges. For the most up-to-date tuition and fees, please visit the [Tuition and Fees webpage](#). This graduate program is listed under the “Graduate” programs tab, within the School of Health Professions. The estimation below is based on the 2019-2020 Academic Year tuition costs that were available at the time of publication of this document.
# Lifestyle Management and Disease Prevention (LMDP) Track

<table>
<thead>
<tr>
<th></th>
<th>Alabama Resident</th>
<th>Non-Alabama Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Course Credit Hours SHP</td>
<td>33 credit hours</td>
<td>33 credit hours</td>
</tr>
<tr>
<td>Online Course Tuition Costs SHP</td>
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<td>$656/credit hour</td>
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<tr>
<td>Online Course Credit Hours EDU</td>
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</tr>
<tr>
<td>Online Course Tuition Costs EDU</td>
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<td>$534/credit hour</td>
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<tr>
<td>Fees</td>
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</tr>
<tr>
<td>Textbooks</td>
<td>TBD</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$23,250</strong></td>
<td><strong>$23,250</strong></td>
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</table>

# Dietitian Education Graduate Certificate Program (DEP-C)

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<tr>
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<th>Alabama Resident</th>
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<tbody>
<tr>
<td>Online Course Credit Hours</td>
<td>13 credit hours</td>
<td>13 credit hours</td>
</tr>
<tr>
<td>Online Course Tuition Cost</td>
<td>$656/credit hour</td>
<td>$656/credit hour</td>
</tr>
<tr>
<td>Practicum Credit Hours*</td>
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<td>24 credit hours</td>
</tr>
<tr>
<td>Practicum Tuition Cost</td>
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<td>$1,363/credit hour</td>
</tr>
<tr>
<td>NTR 501 Fee**</td>
<td>$550</td>
<td>$550</td>
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<tr>
<td>Other Fees</td>
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<td>TBD</td>
</tr>
<tr>
<td>Textbooks</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$22,806</strong></td>
<td><strong>$41,240</strong></td>
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</table>

**Total Estimated Tuition Expenses – LMDP and DEP-C**

<table>
<thead>
<tr>
<th></th>
<th>Alabama Resident</th>
<th>Non-Alabama Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LMDP + DEP-C</strong></td>
<td><strong>$46,056</strong></td>
<td><strong>$64,490</strong></td>
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</tbody>
</table>

*Practicums, whether local or distance, are considered “in-person” experiences and are therefore subject to tuition charge based on your state residency status.

**NTR 501 is the RDN Examination Review Course led by Breeding and Associates. This zero credit hour course costs a one-time fee of $550.

## Tuition Payments

Tuition is due semester-by-semester. To see when tuition is due, please visit the [UAB Academic Calendar](#). To see the breakdown of credit hours per semester, please visit the “Curriculum” tab on the [Research Track webpage](#).
FINANCIAL AID, LOANS, AND SCHOLARSHIPS

If you have questions about Financial Aid, Loans, or Scholarships, please visit this webpage. The Department of Nutrition Sciences does not have internal scholarships for this degree program.

TEXTBOOKS

Textbook costs vary each semester. Students can search textbooks by semester through the UAB Official Bookstore. Textbook information will also be available on course syllabi.

GETTING STARTED

The UAB Graduate Catalog as well as the UAB Policies and Procedures guidelines are important resources for you throughout your program of study. Please familiarize yourself with these.

THE UAB GRADUATE CATALOG

The UAB Graduate Catalog outlines all of the policies and procedures pertaining to academic performance, degree progress, academic and non-academic conduct, and student responsibilities. You are expected to be familiar with these policies and to abide by them. The Graduate Catalog can be found here.

In addition to the UAB Graduate Catalog, the Department of Nutrition Sciences’ Student Handbooks outline MS in Nutrition Sciences-specific requirements. All degree-seeking students are required to follow the MS in Nutrition Sciences requirements as well as those requirements specific to their track. Therefore, the information within this handbook serves as a contract between you and this graduate program.

UAB POLICIES AND PROCEDURES

Please refer to the School of Health Professions’ and UAB policies included in Section 2 of this Student Handbook.

ACADEMIC ADVISOR

Shortly after a degree-seeking student in the Department of Nutrition Sciences is accepted by UAB Graduate School into a program of study, the Department of Nutrition Sciences assigns the student an Academic Advisor. Dependent upon the MS in Nutrition Sciences track for which you are enrolled, your Academic Advisor may be your track Program Director or another Advisor within the Department of Nutrition Sciences. Regardless, Academic Advisors in the Department of Nutrition Sciences are here to support you as your progress through your graduate studies and want you to be successful in the MS in Nutrition Sciences degree program. Consider your Academic Advisor as your ally, the one you can count on to support your success during your graduate studies.

It is expected that all students connect with their Academic Advisor every semester to update them on their academic progress and advancement towards degree completion. The student and Academic Advisor can work together to determine if these updates are best achieved through emails, phone calls, virtual meetings, or in-person meetings. You are expected to work with your Academic Advisor to establish and make revisions to, when applicable, your academic Plan of Study, but ultimately it is your responsibility to take ownership and responsibility for your own course registration, academic progress,
financial obligations of the program, and application for graduate degree.

**BLAZER ID**

To create a BlazerID, visit BlazerID Central. Your unique BlazerID and password will serve as your log-in to access all of UAB’s computer-based systems, including your UAB campus email. Please note that your BlazerID will also be the beginning portion of your email address, so be mindful of professionalism when choosing your BlazerID.

**UAB EMAIL**

Once you have created your unique Blazer ID and Password, you will have access to all of UAB’s systems— including your UAB Email address. All students are expected to communicate with their UAB Email address for any UAB-related matters. Please follow UAB’s Brand and Communication Toolkit when creating an email signature for your UAB email address.

**COURSE REGISTRATION**

You must register for all courses for which you wish to earn graduate credit. The UAB class schedule is accessible via BlazerNET located at www.uab.edu/blazernet. You are able to register for courses and adjust your schedule by adding and dropping courses through the end of the drop/add period which is denoted on the Academic Calendar.

Policies about Tuition and Fees, Student Accounts Payment Deadlines, Payment Processes, Withdrawal from Courses, Leave of Academic Absence, Withdrawal from the UAB Graduate School and Exceptions to Policies can be found in the Graduate Catalog.

**ACADEMIC PROGRESS**

The UAB Graduate School requires that a Master of Science degree be conferred within five years of your start date, though your track may have requirements that are more stringent. Throughout the graduate program of study, your status in the program is critically evaluated in terms of the academic progress and productivity towards degree completion.

**GRADUATION PLANNING SYSTEM (GPS)**

You can review your degree progress online through the Graduate Planning System (GPS). You are able to view your satisfied requirements, those not yet satisfied for your degree, along with the GPA calculator. You can learn more about how to access and read the GPS here.

**GRADING AND GRADE POINT AVERAGE (GPA)**

The grade of A indicates superior performance, B is adequate performance, and C is performance only minimally adequate for a graduate student. Any graduate student completing a course at the 500 level or above with a performance below the C level will receive a grade of F; the Graduate School does not use the grade of D. Whereas a grade of C is accepted in a given course to receive a passing grade, a B average overall (3.0) is required to maintain good academic standing in the program.

Four (4.0) quality points are awarded for each semester hour in which an A is earned, three (3.0) for a
B, and two (2.0) for a C. No quality points are awarded for a grade of F. Your GPA is determined by dividing the total quality points awarded by your semester hours attempted at the graduate level.

For courses designated as pass/not pass, a grade of P (passing) signifies satisfactory work. A grade of NP (not passing) indicates unsatisfactory work although there is no penalty assessed with respect to GPA.

The GPA Calculator can be used to explore how the classes you enroll in will affect your GPA each term.

**ADDITIONAL ACADEMIC PROGRESS POLICIES**

Current policies about *Temporary Grade Notations, Academic Standing, Repeated Courses, Grade Replacement, Grade Changes, and Time Limitations* can be found in the [Graduate Catalog](#).

**ACADEMIC MISCONDUCT**

Academic misconduct is considered an offense at UAB. You are encouraged to abide by the UAB Academic Honor Code and the School of Health Profession’s policy.

**DNS ACADEMIC ETHICS AND MISCONDUCT STATEMENT**

DNS recognizes and strongly endorses the principles of integrity and ethical behavior as they apply to the behavior of its faculty, staff, and students who are engaged in research, scholarship, teaching, and service activities. Ethical and professional behaviors are key parts of your education in our Department and we are committed to promoting professionalism in all aspects of your training. Therefore, procedures for managing academic and professional conduct will be followed. Examples of misconduct include abetting, cheating, plagiarism, fabrication, and misrepresentation. For the definition of these terms, please refer to UAB Graduate School’s Academic Ethics and Misconduct information [here](#).

A key component of academic and scientific integrity is the proper attribution and acknowledgment of the contributions of others to the acquisition of new knowledge. In an effort to promote responsible conduct of research and academic integrity, DNS has developed the following statement and procedures concerning plagiarism:

> Plagiarism, as defined by UAB Graduate School is “claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, use of commercially available scholarly papers, failure to cite sources, copying other’s ideas”. DNS is particularly concerned with the education of our students, which includes ethics, honor codes, and the responsible conduct of research in science. From this perspective, the following procedures have been identified to address the University and School Policy on Plagiarism.

All papers submitted for grading in any School of Health Professions programs may be reviewed using various plagiarism monitoring methods, such as the software Turitin.com.

**DISCIPLINARY ACTION**

Regulations and procedures are necessary for the orderly progression of the program. Depending on the gravity of the situation, a progressive discipline process will be used as follows:
1. **Oral Warning**: This may be given for substandard performance, poor attendance, and other types of offenses that occur for the first time. The time frame for immediate correction will be determined by the Program Director in consultation with the student.

2. **Written Warning with Imposed Probation**: The written warning is given for substandard performance, poor attendance, and other types of offenses that occur for the second time. The time frame for immediate correction will be determined by the Program Director in consultation with the student.

3. **Program Dismissal**: If any of the above is not addressed and corrected in the appropriate time frame, dismissal from the program will occur. Once a student has been dismissed from the program, re-entry will not be allowed.

A student may be dismissed from the program without any prior disciplinary action for grave offenses which include, but are not limited to:

1. Gaining entry into the program by submitting false information.
2. Committing an act of academic or non-academic misconduct.
3. Failing to maintain confidentiality of patient information.

**DEPARTMENT GRIEVANCE POLICY**

Although it is rare, issues can arise between a student and professor, preceptor or program director. To ensure that concerns are addressed in an appropriate and timely manner, students should follow the program’s procedure for resolving issues and document each stage of the processes. The program is required to maintain a record of student complaints for a period of seven years, including the resolution of complaints. The following are the steps that must be taken for an academic grievance by a student:

1. Address concerns or problems with the responsible party, i.e., professor, preceptor or program director. Students should make all attempts to communicate and resolve concerns with the responsible party prior to contacting the Program Director.

2. If no resolution is found, identify the problem and clearly document the situation in writing. Present documentation to the Program Director who will then arrange a combined meeting with all parties involved to work to resolve the issue. If the grievance is with the Program Director, submit documentation to the Vice Chair of Education in the Department of Nutrition Sciences.

3. If no resolution is found, a meeting will be arranged involving the Vice Chair of Education in the Department of Nutrition Sciences and all parties involved.

4. If at this point the issue is not resolved, documentation of the problem and grievance process will be submitted to the Chair of the Department of Nutrition Sciences for review and the School of Health Professions Senior Associate Dean for Academic and Faculty Affairs.

5. If these steps do not culminate in a resolution, the student should follow the University’s **Student Complaint Policy**.
THE GRADUATE SCHOOL PROFESSIONAL DEVELOPMENT PROGRAM

Through its Professional Development Program, the Graduate School offers courses, workshops and seminars designed to help graduate students develop communication and other career-enhancing skills. Current offerings include credit-bearing courses and workshops, as well as free seminars in writing, funding, presentations, and teaching at the college level. We encourage you to take advantage of these opportunities. More information and schedules are available on the Professional Development Program website.

SUMMARY OF THE STEPS TO EARNING YOUR MS DEGREE

The following is an overview of the main steps required to earn the MS in Nutrition Sciences degree:

1. Maintenance of good academic standing (minimum 3.0 GPA);
2. Completion of 14 semester hours of core curriculum requirements as well as all track-specific curriculum requirements. When applicable, completion of elective courses as recommended by the Program Director and/or Academic Advisor;
3. Submission of Application for Graduate Degree (visit this webpage for submission deadlines); and
4. Conferring of degree.

APPLICATION FOR DEGREE

Candidates for a degree must notify their Program Director and the UAB Graduate School of their intent to graduate by submitting the Application for Degree by the appropriate deadline. The application is accessible through BlazerNET by clicking Links/Forms and selecting Apply for Graduate Degree.

Upon receipt of the Application for Degree, both the MS in Nutrition Sciences program and the Graduate School will audit your requirements to ensure that you have met the degree requirements and are eligible to graduate with the earned degree. UAB’s Graduation Planning System (GPS) contains a personalized degree audit, which includes all courses required to earn the degree, and will display completed, in-progress, and outstanding requirements. GPS is accessible through BlazerNET by clicking the GPS button in the menu on the right side of the page.

You must be registered for at least one (1) credit hour during your term of graduation. If you are covered by the student health insurance policy, hold an assistantship, or have student loans, it may be necessary to register for a prescribed minimum number of credit hours to retain these benefits. Make sure to check with the appropriate office(s) if retention of these benefits is a concern of yours.

AWARD OF DEGREE

Upon approval by the Graduate School Dean and payment of any outstanding financial obligations to the University, the President confers students’ degrees by authority of the Board of Trustees. UAB does not determine the official degree type awarded as this is governed by the Alabama Commission on Higher Education and the Board of Trustees after receiving a program proposal. Students’ majors are reflected on their transcript. For more information, please visit the Graduate Catalog.
ADDITIONAL INFORMATION

Please contact us for additional information about the graduate programs in the Department of Nutrition Sciences.

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Vice Chair for the Education Mission
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