



Didactic Program in Dietetics (DPD) Course List form Guidance

The intent of this form is to provide clarity to **DPD students** using DICAS on how to classify DPD courses in the Academic History section. Applicants will report **all** colleges (universities) attended in DICAS and all courses taken at each institution. All coursework should be entered exactly as it appears on the transcript. All future (planned) coursework must also be reported.

DPD courses in the Coursework Entry section should be classified as either DPD Professional or DPD Science. This classification allows the opportunity for reviewers to evaluate performance in DPD coursework.

Applicants should receive the completed DPD Course List form from their DPD Directors. The applicants will upload the completed DPD Course List form in the “Supporting Information” section under “Documents”.

The DPD Course List form is available on the [DICAS help page](#). Below is the guidance on using the form.

1. The DPD Director completes the form based on the Verification Statement requirements for the DPD. Directors should make the list available to both students and alumni. The DPD Director will complete a course list for each “track” or “option” in the DPD.
 - a. The DPD Director provides an effective date range for the plan of study on the form.
 - b. DPD Directors should make their best effort to provide alumni with DPD Course List forms that correspond with the plan of study when the alumni completed the program.

2. The DPD Director classifies all courses as either DPD **Professional** or DPD **Science** on the form. Classifications of courses are listed below. Each DPD will have a unique listing of required courses. Courses not required for the Verification Statement should **not** be included on the form.

<p>Science courses are those courses within the DPD program of study that are delivered through the following four disciplines: Biology, chemistry, physics, and statistics/mathematics. Courses from other disciplines closely related to sciences may also apply e.g., pharmacology and biochemistry.</p>	<p>Professional courses are all other courses within the DPD program of study, including all courses taught within the department where the program resides and those taught by non-science disciplines, such as health science, food science, public health, psychology, sociology, research methods, management, and others.</p>
<p>Exs: General Chemistry, Anatomy, Microbiology, Statistics, etc.</p>	<p>Exs: Psychology, Lifespan Nutrition, MNT, Management, Foods, etc.</p>

3. The applicant will use the DPD Course List form to classify DPD courses in the Coursework Entry section of the DICAS application. Applicants will classify courses in the “Review & Finalize My Transcripts” section.
 - a. Applicants may have taken a different, yet approved equivalent, course to any courses on the DPD Course List form (i.e., course taken at another institution, course taken as a special study, course content completed during an alternative program, etc.). Applicants will include the courses they took in the Coursework Entry section exactly as they appear on his/her transcript(s). The DPD Director should not alter the DPD Course List form for that applicant. Most applicants will have courses listed in their application that are not exactly the same as those listed on the DPD Course List form. Applicant reviewers should know that DPD Directors are responsible for assessing, evaluating and approving acceptable course equivalents for that program.

4. Applicants must upload the DPD Course List form in the “Supporting Information” section under “Documents” in the application.