INFORMATION FOR STUDENTS APPLYING TO NUTRITION/DIETETICS PROGRAM

The curriculum leading to a Bachelor of Science (B.S.) in Nutrition/Dietetics meets the undergraduate academic requirements established by the Accreditation Council for Education in Nutrition and Dietetics (ACEND). Following successful completion of the B.S. degree, students will need to successfully complete a dietetic internship to become eligible to take the national Registered Dietitian Nutritionist (RDN) examination.

Completion of B.S. in Nutrition/Dietetics degree does not ensure that a student will be accepted to a dietetic internship. Since these programs are highly competitive, it is recommended that students maintain a minimum GPA of 3.5 and have paid and volunteer experience in an area related to Nutrition/Dietetics.

Admission Requirements

The following requirements must be met to be eligible to apply for admission to the Nutrition/Dietetics program:

1. Grade point average (GPA) of 3.0 or above (including all transfer and UNM credits)
2. Completion of NUTR 2110 with a grade of B or better
3. Completion of CHEM 1215 with a grade of B
4. Transfer students: You must have completed a minimum of 9 credit hours of courses at UNM to be considered for admission to the program.

Information for Current CNM Students who want to Apply to the Nutrition Program:

If you are in your final semester at CNM in a Spring term, you anticipate graduating in May, and you plan on attending UNM in the Fall to pursue a B.S. in Nutrition and Dietetics, please apply for the Nutrition Major by March 15 to be accepted for the Fall semester.

If you are in your final semester at CNM in a Fall term, you anticipate graduating in December, and you plan on attending UNM in the Spring to pursue a B.S. in Nutrition and Dietetics, please apply for the Nutrition Major by September 15 to be accepted for the Spring semester.
To be considered for admission into the BS in Nutrition and Dietetics at UNM, you must do the following:

1. Obtain a Letter of Graduation Intent from either Lisa Gurule or Mary Martinez that specifically states all of the following:
   a. You will meet all requirements for an Associate Degree in Nutrition from CNM
   b. Your graduation is anticipated in May or December
   c. You have a minimum of a 3.0 GPA from CNM

2. When you apply for the UNM Nutrition Program, you will be required to upload the Letter of Graduation Intent, in addition to your unofficial transcripts from CNM.

3. You must submit your completed application by March 15 (graduation anticipated in May) or September 15 (graduation anticipated in December).

When you apply for UNM’s Nutrition Major program, you will be required to upload the Letter of Graduation Intent along with your unofficial transcripts from CNM by using the ‘Upload Transcripts’ function.

If you anticipate graduating with an Associate Degree from CNM during the summer term, you may apply for spring admission into the program. You will not be eligible to take fall Nutrition Major courses at UNM. Your completed application must be submitted by September 15th. You will not need a Letter of Intent but will need to upload your CNM transcript.

For all application deadlines, it is strongly recommended that you contact a Nutrition Faculty advisor prior to the first term of registration at UNM. Contact ifce@unm.edu to obtain information regarding an advisor.

**ALL CNM Students:** To be able to take Nutrition Major courses in your first term as a B.S. in Nutrition and Dietetics Major, you must have completed the B.S in Nutrition/Dietetics and the organic chemistry requirements, which are pre-requisites for upper-level Nutrition Major courses. We do not allow students to take pre-requisites as a co-requisite. NO EXCEPTIONS are made to this policy.

**All students** must take CHEM 301 at UNM in the semester BEFORE enrolling in Nutrition Major courses, or take CHEM 2710 at CNM before the start of your term as a Nutrition and Dietetics major at UNM.

**UNM Exercise Science Majors** may take CHEM 2120 at UNM or CHEM 2210 at CNM instead of CHEM 301, as the NUTR 344 prerequisite. NUTR 344 is required for the Exercise Science major. The substitution of CHEM 2120/CHEM 2210 is not allowed for Nutrition Majors.
Graduation Requirements

A grade of C (not C-) or better is required in all coursework that counts toward the degree.

Your submitted packet MUST include ALL of the following:

a. Unofficial Transcript (including the most current semester)
b. Other required documents for transfer students

NOTE: Failure to maintain a GPA of 3.0 after acceptance into the Nutrition Program will result in the student being dropped from the Nutrition Program. The student must reapply to the program should the student be dropped for failure to maintain at GPA of 3.0

Incomplete applications (including failure to upload transcripts, other required documents) will not be considered.

If you have any questions concerning these procedures, please feel free to contact the College of Education Advisement Center coeac@unm.edu

How to complete your College of Education admission application online

The instructions for the online portion of the application are as follows. You will notice that we have provided the full application packet for you to reference as you work through the online forms. Be sure to read the packet entirely so your application for admission will be complete.

1. Go to the following URL:
   http://coeunm.tk20.com

2. Click on the “Admissions” tab

Helpful Resources
3. Click on the “Click here to create your account”:

4. Complete the form to create an account in Tk20, be sure to fill out all fields, then scroll to the bottom and click on “Create Account”

Note: Your log-in credentials will be displayed in the window, you will use this to log-in to Tk20

When your account is successfully created, you will see this screen:

5. Returning to the login page, your username will be automatically displayed. Enter in your password you just created, click on Login

6. Once you login you will start the application process, by clicking on “Create New Application”
7. For the Nutrition/Dietetics BS you will need to fill out the “IFCE: Nutrition/Dietetics BS” form. Select the form, then click on “Continue”.

Create a New Application for Admission

8. Complete the form in its entirety. If you wish to save and come back later, click on “Save”; if you are ready to submit for review, click on “Submit”; IMPORTANT: If you click on “Submit” you will not be able to come back to it for review, it will close at this time.