Didactic Program in Nutrition & Dietetics
Portfolio Volunteer/Work Experience Requirements

**Purpose:** To participate in meaningful nutrition experiences preferably with a registered dietitian.

**Required Hours:** 200 hours for freshman. For those transferring to AU as a sophomore, 165 hours are required. For those transferring as a junior 125 hours are required.

The required hours are as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Required Hours</th>
<th>Examples</th>
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<tbody>
<tr>
<td><strong>Clinical</strong></td>
<td>25 hours</td>
<td>Shadowing clinical dietitian (long-term care, hospital, renal, cancer treatment center, out-patient 1-on-1 counseling, and bariatric) Clinical research assistant (in hospital setting) Attendance at a support group meeting Nutrition Counseling at SWMC Pediatrics</td>
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<tr>
<td><strong>Food Service Management</strong></td>
<td>50 hours</td>
<td>Cafeteria (AU, hospital, or restaurant) MUST include food preparation Dietary aide or diet clerk (hospital or long-term care) Management of inventory, purchasing, ordering, recipes, and/or production Shadow health department inspector or quality assurance inspector</td>
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<tr>
<td><strong>Community</strong></td>
<td>50 hours</td>
<td>Shadowing a community dietitian (WIC, sports nutrition, etc.) Active participation in a community program (WE CAN, FLIP, etc.) Nutrition related camps (weight loss or diabetic camps) *Soup kitchens, Meals on Wheels *Food pantries, senior congregate meals, International Food Fair (including food prep and service) *Health fairs *Nutrition related handouts/brouchures *Church nutrition programs (Lifestyle Matters, CHIP, GROW) *Cooking schools/demos or health presentations *Department informational booths for National Nutrition Month, Eating Disorder Awareness Week, and etc. *Domestic &amp; international mission projects related to nutrition (as approved by the DP director) (ex. Adventist South-East Asia Projects)</td>
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<tr>
<td><strong>Self-selected</strong></td>
<td>Up to 75 hours</td>
<td>Additional hours in the categories above Assisting faculty on research</td>
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**Non-Qualifying Experiences**
- Waitressing, cashier, and dishwashing
- *Soup kitchens, Meals on Wheels
- *Food pantries, senior congregate meals, International Food Fair (including food prep and service)
- *Health fairs
- *Nutrition related handouts/brouchures
- *Church nutrition programs (Lifestyle Matters, CHIP, GROW)
- *Cooking schools/demos or health presentations
- *Department informational booths for National Nutrition Month, Eating Disorder Awareness Week, and etc.
- *Domestic & international mission projects related to nutrition (as approved by the DP director) (ex. Adventist South-East Asia Projects)

**Additional Guidelines:**
- Hours done for class labs, working in the department as a lab assistant or office assistant, will NOT count towards your portfolio hours.
- All work must be done under the supervision of a Registered Dietitian (AU faculty or outside RD). If unsure that the activity meets these requirements check with DP director, BEFORE engaging in an activity. (If the program does not have a RD associated with it, submission of lesson plans, handouts, or other materials being used MUST be approved by a RD in the department BEFORE participating in the program/event.)

**Deadlines:**

To ensure that you are meeting the requirements above appropriately and showing progress (50-60 hrs/yr), you need to take your portfolio to your advisor in April of each year.