School of Health and Human Nutrition
Semester Based Programs

Catalog of Courses, Academic Programs & Policies
2019-2020

Accredited Distance Learning

- Graduate Degree Programs
- Undergraduate Degree Programs
- Diploma Programs

118 Legacy View Way • Knoxville, TN 37918
Phone: 865-524-8079 • Fax: 865-524-8339
E-mail: admissions@huhs.edu
Toll Free Phone: 800-290-4226
www.huhs.edu

Rev. 06/30/2019
A MESSAGE FROM HUHS’ PROVOST

_Huntington University of Health Sciences_ was founded in 1985 as the _American Academy of Nutrition_, to meet the tremendous demand for an accredited independent study program in nutrition. In 2005, we changed our name to _Huntington College of Health Sciences_ (HCHS) and in 2018 to _Huntington University of Health Sciences_ (HUHS) to reflect our expanded academic offerings. Our students come from all over the world and include nutrition counselors, homemakers, health food store professionals, registered dietitians, chiropractors, registered nurses, dentists, physicians, massage therapists, psychologists, nutritional product marketers, military personnel, business executives, pharmacists and others seeking to enrich their knowledge of nutrition.

We are proud of our courses as they reflect the tremendous strides that have recently been made in the field of nutrition education. The knowledge you gain from successful completion of your courses will bring you to a new level of health awareness that, if properly applied, should have a profound and lasting effect on your health as well as those you motivate to a healthier lifestyle.

We are also proud of the fact that HUHS is the first nutrition independent study college to attain national accreditation by the Distance Education Accrediting Commission, the first accrediting agency for home study recognized by the U.S. Department of Education.

You can study and learn at your own pace, at a time and location that is best for you and at a considerable savings versus the tuition of most traditional universities. That’s why more than three million Americans are currently advancing their knowledge through accredited independent study.

After you have reviewed our website, please don’t hesitate to contact us with questions or for additional information. We look forward to having the opportunity to welcome you to our student body.

Sincerely,

Gene Bruno, MS, MHS
Provost
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A degree means a rewarding career and a higher salary

Unemployment rates and earnings by educational attainment, 2017

<table>
<thead>
<tr>
<th>Educational Level</th>
<th>Unemployment Rate (%)</th>
<th>Median Usual Weekly Earnings ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral degree</td>
<td>15</td>
<td>1,743</td>
</tr>
<tr>
<td>Professional degree</td>
<td>15</td>
<td>1,836</td>
</tr>
<tr>
<td>Master’s degree</td>
<td>3.5</td>
<td>1,401</td>
</tr>
<tr>
<td>Bachelor’s degree</td>
<td>2.5</td>
<td>1,373</td>
</tr>
<tr>
<td>Associate’s degree</td>
<td>3.3</td>
<td>746</td>
</tr>
<tr>
<td>Some college, no degree</td>
<td>4.3</td>
<td>732</td>
</tr>
<tr>
<td>High school diploma</td>
<td>4.4</td>
<td>520</td>
</tr>
<tr>
<td>Less than a high school diploma</td>
<td>6.5</td>
<td>All workers: $507</td>
</tr>
</tbody>
</table>

Total: 3.6%

Note: Data are for persons age 25 and over. Earnings are for full-time wage and salary workers.

ACCREDITATION & STATE AUTHORIZATION

Huntington University of Health Sciences (HUHS) is the first distance education nutrition college accredited by the Distance Education Accrediting Commission (DEAC). The DEAC is listed by the U.S. Department of Education as a nationally recognized accrediting agency and is a recognized member of the Council for Higher Education Accreditation (CHEA). CHEA is a nonprofit organization serving as a national advocate for self-regulation of academic quality through accreditation. All HUHS programs have been reviewed and approved by DEAC.

The DEAC defines, maintains, and promotes educational excellence in distance education. The Commission fosters quality assurance, protection of the rights of the students and institutional self-improvement through voluntary accreditation via peer evaluation. DEAC accreditation aims to instill public confidence in DEAC institutions’ missions, goals, performances and resources through a rigorous and fair application and peer-developed accreditation standards. The Distance Education Accrediting Commission is located at 1101 17th Street NW, Suite 808, Washington, D.C., 20036, Telephone 202-234-5100; www.deac.org or info@deac.org.

TENNESSEE AUTHORIZATION STATEMENT

The Huntington University of Health Sciences is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility. To view a full list of state authorization visit HUHS State Authorization.

Graduation & Job Placement Information

Huntington University of Health Sciences is authorized for operation as a postsecondary educational institution by the Tennessee Higher Education Commission. In order to view detailed job placement and graduation information on the programs offered by Huntington University of Health Sciences, please visit TN Higher Education and click on Authorized Institutions Data.
LEGAL CONTROL OF HUNTINGTON UNIVERSITY OF HEALTH SCIENCES

Huntington University of Health Sciences is owned by Huntington University, Inc., a Florida Corporation, doing business as Huntington University of Health Sciences. The Governing Board consists of the three principals below and a public member. The terms are consecutive, annual and self-renewing unless otherwise dictated by majority vote. The members are:

Arthur M. Presser, Pharm. D. - President, CEO, Governing Board Member, Owner

Gene Bruno, M.S., M.H.S., R.H.(AHG) - Provost, CAO, Governing Board Member, Owner

Robert T. Shmaeff, M.P.A., R.Ph. - Director of Finance, CFO, Governing Board Member, Owner

Glen Groves, M.H.A. - Governing Board Member

2019-2020 ADMINISTRATIVE OFFICE CALENDAR

The University is closed on the holidays indicated below as well as Saturdays and Sundays. If a holiday falls on a Saturday, the holiday will be observed on Friday and if the holiday falls on Sunday, the holiday will be observed on Monday. However, students may continue communications with the University via e-mail when the administrative office is closed. General office hours are 8:30 am to 5:00 pm Eastern Standard Time.

<table>
<thead>
<tr>
<th>New Year’s Day</th>
<th>Independence Day</th>
<th>Thanksgiving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martin Luther King, Jr. Day</td>
<td>Labor Day</td>
<td>Day After Thanksgiving</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>Veterans Day</td>
<td>Christmas Eve &amp; Day</td>
</tr>
</tbody>
</table>
WHAT WE BELIEVE

Huntington University of Health Sciences believes in an individualized, functional approach to nutrition as an integral component of a balanced and healthy lifestyle. The University's unique focus combines conventional and holistic nutrition that supports the building blocks to improve the quality of life.

MISSION STATEMENT

Huntington University of Health Sciences seeks to educate through the transformative potential of integrative healthcare by empowering students with quality, online programs in nutrition and other health sciences to positively impact lives.

OBJECTIVES

1. **(Academics)** Provide quality, flexible undergraduate, graduate, doctoral degree, and credit-bearing non-degree programs.

2. **(Student Services)** Provide consistent and responsive communication and support to students and faculty.

3. **(Sustainability)** Maintain affordable educational options to an increasing student population that enables ongoing sustainability and advancement in education.

4. **(Marketing/Communication)** Continue to be the accredited leader in health science education by building relationships with like-minded people.

5. **(Health Sciences)** Educate students to contribute to the health sciences profession through lifelong learning, real-world application, and research.
**THE HUNTINGTON UNIVERSITY OF HEALTH SCIENCES DIFFERENCE**

An integrative approach to nutrition & health sciences

For over 33 years Huntington University of Health Sciences has offered more than a conventional education. Our accredited distance learning degree and diploma programs include the breadth of responsible complementary and alternative medicine viewpoints, providing our students with an integrative approach to nutrition and the health sciences.

**HUHS tuition is lower**

The national average cost for private nonprofit 4-year colleges for 2018-2019 is $34,920. Our undergraduate tuition, on average, is under one-fifth of that amount. The per-course undergraduate rate for students enrolled in a diploma or degree program is $265 a credit hour. The per course graduate rate for students enrolled in the master’s degree program is $400 and the doctoral degree program is $450 a credit hour.

**DELTA EPSILON TAU**

Delta Epsilon Tau is the premier national honor society for America’s accredited distance learning institutions. Because Huntington University of Health Sciences is recognized by the Distance Education Accrediting Commission, our school has its own charter. Students with a GPA of 3.8 or above are eligible for membership. This is the only honor society that provides ad to those students who have worked diligently and earned superior grades at our institution. For further information on HUHS’s Delta Epsilon Tau chapter, please contact HUHS administrative offices.
SCHOOL OF HEALTH AND HUMAN NUTRITION

DIPLOMA PROGRAMS

DIPLOMA IN COMPREHENSIVE NUTRITION (DIP.C.N.)

This diploma program is ideal for those who would like to be a nutrition specialist with a comprehensive education emphasizing the importance of nutrition and diet, in promoting health and wellness, as well as in the prevention and treatment of various diseases. This program should be considered for those who would like to understand the relevance of alternative and complementary views of nutrition, including the value of dietary supplements. Consider this curriculum if you would like to help patients, clients or consumers adopt better nutrition practices for a healthier lifestyle. Completion of this program earns one a Diploma in Comprehensive Nutrition (Dip.C.N.).

The 6-course Dip.C.N. program is designed to provide a basic nutrition education, which includes an excellent foundation in the science of nutrition, as well as exposure to scientifically sound alternate views. You will often be required to analyze and critique the differing views of respected authorities. It is this process of analysis that will prepare you for a career in providing excellent nutrition guidance in clinical, retail or other professional settings.

Program Objectives:
Upon completion of the Diploma in Comprehensive Nutrition program, the completer will be able to:
1. Identify toxins in the environment and their effects on health and illnesses.
2. Describe the relationship between proper nutrition and the structures and functions of the human body.
3. Apply principles of nutrition to lifestyle choices.

The Diploma in Comprehensive Nutrition program consists of the following six courses:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO210 Human Biology</td>
<td>3</td>
</tr>
<tr>
<td>NUT101 Understanding Nutrition I</td>
<td>3</td>
</tr>
<tr>
<td>NUT201 Understanding Nutrition II</td>
<td>3</td>
</tr>
<tr>
<td>HEA201 Environmental Challenges &amp; Solutions</td>
<td>3</td>
</tr>
<tr>
<td>NUT301 Vitamins &amp; Minerals</td>
<td>3</td>
</tr>
<tr>
<td>NUT401 Nutrition Counseling Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credits: 18
Tuition $4,770*

* Tuition does not include costs of books and materials which are purchased separately. Note that tuition and fees are subject to change. Students will be notified prior to any tuition changes.

Please note that this is a diploma program consisting of undergraduate courses, not a degree program.

Estimated completion time for this program is 24 weeks.

Gainful Employment Disclosure information can be found on page 69.
DIPLOMA IN SPORTS NUTRITION (DIP.S.N.)

This diploma program is ideal for those who would like to specialize in sports nutrition, while obtaining a comprehensive education in the importance of nutrition and diet in promoting health and wellness. This program should be considered for those who would like to understand the relevance of alternative and complementary views of nutrition, including current research on the value of dietary supplements in sports. Consider this curriculum if you would like to help patients, clients or consumers adopt better nutrition practices with a focus on sports nutrition. Completion of this program earns one a Diploma in Sports Nutrition (Dip.S.N.).

The 6-course Dip.S.N. program is designed to provide basic nutrition education with a focus on sports nutrition, as well as provide exposure to scientifically sound alternate views. You will often be required to analyze and critique the differing views of respected authorities. It is this process of analysis that will prepare you for a career in providing excellent sports nutrition guidance in clinical, retail or other professional settings.

Program Objectives:
Upon completion of the Diploma in Sports Nutrition program, the completer will be able to:

1. Assess the effects of different types of exercise on the human body.
2. Critically analyze traditional and alternative resources regarding nutrition and supplements used in sports.
3. Evaluate the effects of nutritional supplements and ergogenic aids on athletic performance.
4. Advise clients who exercise about nutritional supplements.
5. Encourage clients to adopt healthy lifestyles based upon sound nutrition principles.

The Diploma in Sports Nutrition program consists of the following six courses:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO230 Anatomy and Physiology I</td>
<td>3</td>
</tr>
<tr>
<td>BIO231 Anatomy and Physiology II</td>
<td>3</td>
</tr>
<tr>
<td>NUT101 Understanding Nutrition I</td>
<td>3</td>
</tr>
<tr>
<td>NUT201 Understanding Nutrition II</td>
<td>3</td>
</tr>
<tr>
<td>NUT220 Sports Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>EXE320 Exercise Physiology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 18

**Tuition** $4,770*

Academic prerequisites: High School diploma or equivalent.
In addition, NUT101 is the prerequisite for NUT201 and NUT220.

* Tuition does not include costs of books and materials which are purchased separately. Note that tuition and fees are subject to change. Students will be notified prior to any tuition changes.

**Please note that this is a diploma program consisting of undergraduate courses, not a degree program.

Estimated completion time for this program is 24 weeks.

Gainful Employment Disclosure information can be found on page 70.

**Sports Nutrition Specialist**
Graduates of HUHS's Diploma in Sports Nutrition (Dip.S.N.) program are eligible to take the International Society of Sports Nutrition's (ISSN) national board exam for Sports Nutrition Specialist (SNS). ISSN also recommends other study materials in preparation for taking the exam (http://www.sportsnutritionsociety.org/SNS.html).
UNDERGRADUATE PROGRAMS

ASSOCIATE OF SCIENCE IN APPLIED NUTRITION (A.S.)

61 Credit Hours

Nutrition is a fascinating and dynamic science with a powerful role to play in promoting health and wellness. If your career and personal goals are leading you toward pursuing an undergraduate degree in nutrition, the A.S. in Applied Nutrition from Huntington University of Health Sciences (HUHS) may be applicable.

The A.S. degree incorporates all of the courses from the Diploma in Comprehensive Nutrition program, and the Diploma in Women’s Nutrition program, as well as other selected courses. Upon completion of the A.S. degree, you will have truly achieved an extensive and thorough education in the science of nutrition; including scientifically sound alternate practices in nutrition.

Students may transfer only credits earned through other colleges or universities accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA); or international equivalent; subject to administrative approval. Forty-five credits may be transferred into the Associate of Science degree program. Of those 45 credits, no more than 15 credits will be awarded for prior learning experience and/or credit by examination.

Program Objectives:
Upon completion of the Associate of Science in Applied Nutrition degree program, the graduate will be able to:

1. Demonstrate problem solving, critical thinking, and communication skills to course work in applied nutrition.
2. Apply principles and concepts from the biological, behavioral, and social sciences into decision making in food and nutrition.
3. Apply mathematical formulas to the calculation of nutritional components.
4. Demonstrate and apply knowledge of general and clinical nutrition to health and disease.
5. Promote healthy nutrition practices for clients through nutrition education.

Estimated completion time for this program is 2 years.

Gainful Employment Disclosure information can be found on page 71.

Board Certified in Holistic Nutrition
Graduates of the A.S. program will be eligible to apply to sit for the Holistic Nutrition Credentialing Board's (HNCB) Board Examination. The HNCB is a division of the National Association of Nutrition Professionals (NANP). NANP Professional Members who meet the board examination qualification criteria and successfully pass the Board Exam will earn the designation, "Board Certified in Holistic Nutrition." For more information, including a list of Board Exam eligibility criteria please visit https://www.nanp.org/board-exam-eligibility or contact the HNCB at 800-342-8037 or by email at exam@hncb.org.
Courses
The Associate of Science Degree in Applied Nutrition program consists of the following 20 courses:

### General Education Courses

**Oral & Written Communications (6 credits)**
- ENG101 English Composition I 3
- ENG102 English Composition II 3

**Mathematics (3 credits)**
- MAT210 College Algebra I 3

**Behavioral Sciences (3 credits)**
- PSY101 Psychology 3

### Other Required Courses

**Natural Sciences (16 credits)**
- CHE101 General Chemistry 3
- CHE201 Organic and Biochemistry 4
- BIO210 Human Biology 3
- BIO230 Anatomy and Physiology I 3
- BIO231 Anatomy and Physiology II 3

### Other General Education

**Other General Education Elective Courses (6 credits)**
- BUS140 Contemporary Marketing 3
- BUS142 Managing a Small Business 3
- CDV101 Child Development 3
- MAT101 Business Mathematics 3

### Nutrition Courses

**Major Courses (21 credits)**
- NUT101 Understanding Nutrition I 3
- NUT102 Vegetarian Nutrition 3
- NUT201 Understanding Nutrition II 3
- HEA201 Environmental Challenges & Solutions 3
- NUT301 Vitamins and Minerals 3
- NUT401 Nutritional Counseling Skills 3
- NUT224 Eating Disorders & Weight Management 3

**Nutrition Electives (6 credits)**
- EXE320 Exercise Physiology 3
- NUT220 Sports Nutrition 3
- NUT221 Pregnancy, Pediatric & Adolescent Nutrition 3
- NUT222 Community Nutrition 3
- NUT223 Women’s Special Health Concerns 3
- HER101 Introduction to Herbal Sciences 3
- HER102 Herbs & Body Systems 3
- NUT225 Current Weight Management Theory & Application 3

**Total Credits** 61
**Tuition - $16,165***

Academic prerequisites: High School diploma or equivalent, High School Algebra (for College Algebra I courses)

* Tuition does not include costs of books and materials which are purchased separately. Note that tuition and fees are subject to change. Students will be notified prior to any tuition changes.
BACHELOR OF SCIENCE IN NUTRITION (B.S.)
129 Credit Hours

The Bachelor of Science degree program in nutrition is designed to educate a new generation of nutrition practitioner; one capable of providing their clients with an integrative approach to nutrition. As a graduate of HUHS’s B.S. program, you will be well prepared for a 21st century career in clinical practice, or a career in the nutrition and natural products industry. This degree program provides a strong foundation in nutrition and the basic sciences, as well as coursework in current, relevant topics such as Complementary & Alternative Medicine, Nutraceuticals, and Vitamins & Minerals; as well as elective coursework in such diverse areas as Herbal Sciences and Sports Nutrition.

The B.S. degree incorporates all of the courses from the Associate of Science Degree program as well as a significant number of other courses. Upon completion of the B.S. degree, you will have truly achieved an extensive and thorough education in the science of nutrition; including scientifically sound alternate practices in nutrition. To obtain the Bachelor of Science Degree in Nutrition a student must complete 42 courses (129 credit hours of study).

Students may transfer credits earned through other colleges or universities accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA); or international equivalent; subject to administrative approval. A maximum of 95 credits may be transferred into the Bachelor of Science degree program. Of those 95 credits, no more than 32 credits will be awarded for prior learning experience and/or credit by examination.

Program Objectives:

Upon completion of the Bachelor of Science in Nutrition degree program, the graduate will be able to:
1. Demonstrate problem solving, critical thinking, and communication skills to course work in the health sciences and nutrition.
2. Apply principles and concepts from the biological, behavioral, and social sciences into decision making in the health sciences and nutrition.
3. Use mathematical and statistical tools to calculate and analyze herbal and nutritional components.
4. Demonstrate and apply knowledge of general, functional, and clinical nutrition to health and disease.
5. Promote healthy nutrition practices for clients through health and nutrition counseling.
6. Support the appropriate and recommended use of broad-spectrum dietary supplements.
7. Assess the eating behaviors of clients and construct appropriate nutrition plans.
Courses
The Bachelor of Science Degree in Nutrition program consists of the following 42 courses:

<table>
<thead>
<tr>
<th>Course Category</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Courses</td>
<td></td>
</tr>
<tr>
<td>Oral &amp; Written Communications (12 credits)</td>
<td>• ENG101 English Composition I 3</td>
</tr>
<tr>
<td></td>
<td>• ENG102 English Composition II 3</td>
</tr>
<tr>
<td></td>
<td>• ENG130 English: Reading Enhancement 3</td>
</tr>
<tr>
<td></td>
<td>• COM101 Public Speaking 3</td>
</tr>
<tr>
<td>Humanities (3 credits)</td>
<td>• HUM200 American Character 3</td>
</tr>
<tr>
<td>Mathematics (6 credits)</td>
<td>• MAT210 College Algebra I 3</td>
</tr>
<tr>
<td></td>
<td>• MAT200 Statistics 3</td>
</tr>
<tr>
<td>Social &amp; Behavioral Sciences (7 credits)</td>
<td>• SSC201 Food and Culture 4</td>
</tr>
<tr>
<td></td>
<td>• PSY101 Psychology 3</td>
</tr>
<tr>
<td>Other General Education</td>
<td></td>
</tr>
<tr>
<td>Elective Courses (9 credits)</td>
<td>• BUS140 Contemporary Marketing 3</td>
</tr>
<tr>
<td></td>
<td>• BUS142 Managing a Small Business 3</td>
</tr>
<tr>
<td></td>
<td>• CDV101 Child Development 3</td>
</tr>
<tr>
<td></td>
<td>• MAT101 Business Mathematics 3</td>
</tr>
<tr>
<td>Other Required Courses</td>
<td></td>
</tr>
<tr>
<td>Natural Sciences (19 credits)</td>
<td>• CHE101 General Chemistry 3</td>
</tr>
<tr>
<td></td>
<td>• CHE201 Organic and Biochemistry 4</td>
</tr>
<tr>
<td></td>
<td>• BIO210 Human Biology 3</td>
</tr>
<tr>
<td></td>
<td>• BIO230 Anatomy and Physiology I 3</td>
</tr>
<tr>
<td></td>
<td>• BIO231 Anatomy and Physiology II 3</td>
</tr>
<tr>
<td></td>
<td>• BIO325 Introduction to Microbiology 3</td>
</tr>
<tr>
<td>Health Science Courses</td>
<td></td>
</tr>
<tr>
<td>Core Requirements (23 credit hours)</td>
<td>• HEA101 Medical Terminology 2</td>
</tr>
<tr>
<td></td>
<td>• HEA201 Environmental Challenges &amp; Solutions 3</td>
</tr>
<tr>
<td></td>
<td>• HEA301 Health &amp; Wellness 3</td>
</tr>
<tr>
<td></td>
<td>• HEA302 Intro to Complementary &amp; Alternative Medicine 3</td>
</tr>
<tr>
<td></td>
<td>• HEA401 Pathophysiology I 3</td>
</tr>
<tr>
<td></td>
<td>• HEA402 Pathophysiology II 3</td>
</tr>
<tr>
<td></td>
<td>• HEA410 Functional &amp; Clin. Assess. I 3</td>
</tr>
<tr>
<td></td>
<td>• HEA411 Functional &amp; Clin. Assess. II 3</td>
</tr>
<tr>
<td>Nutrition Major Courses (35 credits)</td>
<td>• NUT101 Understanding Nutrition I 3</td>
</tr>
<tr>
<td></td>
<td>• NUT102 Vegetarian Nutrition 3</td>
</tr>
<tr>
<td></td>
<td>• NUT201 Understanding Nutrition II 3</td>
</tr>
<tr>
<td></td>
<td>• NUT224 Eating Disorders &amp; Weight Management 3</td>
</tr>
<tr>
<td></td>
<td>• NUT301 Vitamins &amp; Minerals 3</td>
</tr>
<tr>
<td></td>
<td>• NUT302 Introduction to Nutraceuticals 3</td>
</tr>
<tr>
<td></td>
<td>• NUT401 Nutrition Counseling Skills 3</td>
</tr>
<tr>
<td></td>
<td>• NUT403 Geriatric Nutrition 3</td>
</tr>
<tr>
<td></td>
<td>• NUT410 Nutrition Therapy I 4</td>
</tr>
<tr>
<td></td>
<td>• NUT411 Nutrition Therapy II 4</td>
</tr>
<tr>
<td></td>
<td>• CAP500 Capstone project 3</td>
</tr>
</tbody>
</table>

Total Credits 129
Tuition - $34,185*

Academic prerequisites: High School diploma or equivalent, High School Algebra (for College Algebra I course)

* Tuition does not include costs of books and materials which are purchased separately. Note that tuition and fees are subject to change. Students will be notified prior to any tuition changes.

Estimated completion time for this program is 4 years.

Gainful Employment Disclosure information can be found on page 72.
Certified Sports Nutritionist, and Body Composition Certification
Graduates of the B.S. program are eligible to take the International Society of Sports Nutrition's (ISSN) national board exam for Certified Sports Nutritionist (CISSN), and/or ISSN's national board exam for Body Composition Certification (BCC-ISSN). Choosing HUHS's elective courses Sports Nutrition and Exercise Physiology will help graduates to better prepare for the exams. ISSN also recommends other study materials in preparation for taking the exams Certified Sports Nutritionist and Body Transformation Certification.

Certified Clinical Nutritionist (CCN) Examination
Graduates of the B.S. program meet the core education requirements for the Certified Clinical Nutritionist exam through the Clinical Nutrition Certification Board (CNCB). Visit the Clinical Nutrition Certification Board for eligibility requirements.

Board Certified in Holistic Nutrition
Graduates of the B.S. program will be eligible to sit for the Holistic Nutrition Credentialing Board's (HNCB) Board Examination. The HNCB is a division of the National Association of Nutrition Professionals (NANP). NANP Professional Members who meet the board examination qualification criteria and successfully pass the Board Exam will earn the designation, "Board Certified in Holistic Nutrition." Click the link for more information, including a list of Board Exam eligibility criteria or contact the HNCB at 800-342-8037 or by email at exam@hncb.org.

Certified Practitioner level membership with the AHMA
Graduates of HUHS's B.S. in Nutrition are eligible to apply for a Certified Practitioner level membership with the American Holistic Medical Association (AHMA), which has served and supported physicians and other practitioners since its founding in 1978. AHMA membership is limited to practitioners serving clients across a broad spectrum of holistic healthcare modalities, including those HUHS graduates who intend to work professionally in clinical nutrition.
GRADUATE PROGRAM

MASTER OF SCIENCE IN NUTRITION (M.S.)

37 Credit Hours

HUHS’s Master of Science in Nutrition program offers a world-class graduate education, designed to help present and future health professionals understand and apply the science of nutrition. Core courses build upon students’ current knowledge of the human body and basic nutrition science and promote a greater understanding of the links between diet, lifestyle and health. The curriculum provides a solid foundation in advanced nutrition sciences with courses in clinical nutrition, nutrition assessment, nutrition research and current trends in the field of nutrition. Elective courses explore nutrition in the community and among other cultures, alternative and complementary medicine, and other health science related issues. A maximum of 18 credit hours may be transferred from previously completed graduate courses from other accredited institutions. Of those 18 credits, no more than 9 credits will be awarded for Prior Learning Experience and/or credit by examination.

Student progress is evaluated through written and oral assignments, practical exercises, research projects, and written, proctored exams. The M.S. program culminates in a capstone project, which demonstrates learning achieved throughout the program. The capstone project may take different forms, including writing a thesis, designing and executing a practicum, or planning and executing a project.

The M.S. in Nutrition program was designed with health care and allied health care professionals in mind. This program is ideal for registered dieticians who desire to expand their skills and knowledge, and increase their marketability in today’s competitive job market. It’s also appropriate for physicians, nurses, pharmacists, physical therapists, chiropractors, acupuncturists, and personal trainers who often receive little or no nutrition training; and who would like to strengthen their relationship with the patients/clients, or the medical community, through knowledge of nutrition science and counseling techniques. Finally, entrepreneurs, managers, or sales counselors in the food or supplement industry who wish to expand and enhance their businesses with the ability to offer nutrition services to their clientele may also benefit by this graduate program.

Program Objectives:

Upon completion of the Master of Science in Nutrition degree program, the graduate will be able to:

1. Apply advanced concepts in nutrition to health-related practices and issues.
2. Interpret findings of clinical research studies to make evidence-based decisions.
3. Evaluate current trends in nutrition.
4. Design and conduct an in-depth study on a current issue in nutrition.
5. Predict health-related issues for clients based on nutrition assessments.
6. Analyze nutritional behaviors to promote and support healthy lifestyles.
Courses
The Master of Science in Nutrition program consists of the following graduate level courses:

Nutrition Courses
Core Courses (25 Credits)
• BIO510 Advanced Biochemistry 4
• NUT520 Advanced Nutrition 4
• NUT530 Nutrition Assessment 4
• NUT540 Clinical Nutrition 3
• NUT550 Nutrition Research 4
• NUT560 Current Trends 3
• NUT630 Capstone project 3

Electives (choose 12 Credits)
• NUT572 Life Span Nutrition 3
• NUT574 Community Nutrition 3
• NUT576 Food & Culture 3
• NUT578 Herbal Therapies & Alternative Healing 3
• NUT702 Advanced Nutrition with Clinical Applications 3
• NUT703 Antioxidants 3
• Other pre-approved graduate courses 3

Total credits 37
Tuition - $14,800*

Academic prerequisites:
1) Bachelor’s degree with a 2.0 GPA or higher from a college or university accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA); or international equivalent.
(Note: HUHS offers these course prerequisites.)

* Tuition fees do not include the costs of books and materials for each course which are purchased separately. Note that tuition and fees are subject to change. Estimated cost of textbooks & materials may change based on course revisions & new editions. Students will be notified prior to any tuition changes.

Estimated completion time for this program is 2 years.

Gainful Employment Disclosure information can be found on page 73.
COURSE DESCRIPTIONS

UNDERGRADUATE COURSES
The undergraduate courses offered by HUHS are described below and can be taken individually in a program of studies. Each course offered by HUHS provides a thorough treatment of the subject presented and often exposes the student to scientifically sound alternative views. In addition, each nutrition course requires a critique and analysis of current nutrition trends which will prepare the student for the important nutrition decisions they will be making in the future. The following course descriptions are only intended to provide a general overview of course content. Each course treats the subject matter in a complete and thorough manner and contains considerably more information than is covered in the course description. The tuition for each course includes the course study guide. The books and videos are purchased separately (ISBN numbers can be obtained from the undergraduate or graduate book list). The student is allowed sixteen weeks to complete each course. Students are expected to spend a minimum of 45 clock hours in course study/work per semester hour credit.

GENERAL EDUCATION COURSES

COMMUNICATIONS (ORAL & WRITTEN)

COM101 Public Speaking 3 semester hour credits
The process of public speaking; selecting a topic and purpose; supporting ideas; organizing and delivering a speech; informative and persuasive speaking; special speaking occasions; speaking in small groups and conferences; listening effectively; responding to questions and comments; preparing and evaluating speeches.

ENG101 English Composition I 3 semester hour credits
This course will emphasize principles of good writing with attention to grammar, sentence construction, punctuation, diction, mechanics, and the major forms of discourse. Compositions, parallel readings, and a short, documented essay are required.

ENG102 English Composition II 3 semester hour credits
This course will teach to identify and develop different kinds of arguments in professional writing by using persuasive evidence derived from authoritative sources. Readings will introduce students to a variety of sources used in academic work including scholarly non-fiction and literature. Strong emphasis will be placed on revising and editing, critical thinking, information literacy, and appropriate citing of sources. Students will complete research-based writing assignments, participate in eight discussion forums, write responses to reading assignments, complete a final research project, take four multiple choice/matching quizzes, and take a comprehensive final examination. Composition scoring guidelines will be provided in order to assist students in meeting all content and technical requirements.

ENG130 English: Reading Enhancement 3 semester hour credits
Develop reading skills to improve comprehension, motivation, concentration, organization, and vocabulary; techniques for more effective studying, reviewing, memory development and exam taking; parts of speech and sentence structure; discerning the author’s perspective and bias; how to read literature, math, graphs and maps.

GENERAL ELECTIVES

MAT101 Business Mathematics 3 semester hour credits
Review of basic mathematics for business; bank records; merchandising; payroll; finance; real estate; accounting; annuities and investments; case studies.
BUS140 Contemporary Marketing Skills 3 semester hour credits
Practical applications-oriented treatment of the activities performed by those involved in marketing. Course focuses on analyzing marketing opportunities, product pricing, distribution and promotion decisions, and careers in marketing. Course is designed to allow students to develop skills which can be utilized in any chosen career.

BUS142 Managing a Small Business 3 semester hour credits
This course includes theory and practice relating to starting and managing small firms. Topics include developing plans for the business, small business marketing, managing small business operations and financial management in the firm. Course is designed for those considering starting their own business.

CDV101 Child Development 3 semester hour credits
Course includes foundations of child development; conception, prenatal, and birth; heredity; infant social and emotional development; growth and maturation; the developing child learning, language, social processes; sexuality, morality and self-control; the “special needs” child.

HUMANITY

HUM200 American Character 3 semester hour credits
(Prerequisite: English Composition)
This course examines what it has meant, and what it means today, to be an American. Elements of cultural diversity as well as things that unite us as Americans will be explored. Three themes vitally important to understanding our American culture, consumption, gender and race, will be the focus of this course.

MATHEMATICS

MAT101 Business Mathematics 3 semester hour credits
Review of basic mathematics for business; bank records; merchandising; payroll; finance; real estate; accounting; annuities and investments; case studies.

MAT200 Statistics 3 semester hour credits
(Prerequisite: 2 years high school algebra)
This course covers mathematical foundations of elementary statistical methods, application and theory, probability in discrete and continuous distribution, correlation and regression, sampling distribution, significance tests.

MAT210 College Algebra I 3 semester hour credits
(Prerequisite: One year of high school algebra or equivalent.)
This course develops skills in problem solving, graphing, working with functions, and critical thinking. Topics include solving and graphing linear inequalities, graphing linear functions, solving linear systems of equations in two variables, exponents, and factoring polynomials.

SOCIAL & BEHAVIORAL SCIENCES

PSY101 Psychology 3 semester hour credits
The brain, biology and behavior; sensation and reality; memory, intelligence and creativity; conditions and learning; motivation and emotion; health, stress and coping; abnormal psychology; gender, sexuality, social behavior and human relations.

SSC201 Food and Culture 4 semester hour credits
The study of how religion, traditions, environmental factors, ethnicity and health play a role in food choices. Exploring how these factors contribute to nutritional deficiencies and problems unique to specific groups. This course is designed to help nutrition professionals learn to work effectively with members of different ethnic and religious groups in a culturally sensitive manner.
OTHER REQUIRED COURSES

BIOLOGICAL SCIENCES

BIO210 Human Biology 3 semester hour credits
An introduction to human biology; the principles of chemistry; chromosomes, cells and genes; nutrition and digestion; function of the circulatory, nervous, endocrine, urinary and immune systems; reproduction, development and aging; principles of heredity; environmental issues; case studies.

BIO230 Anatomy and Physiology I 3 semester hour credits
Comprehensive study of the human anatomy and physiological principles, including the chemical basis of life, different parts of cells, the skin and the integumentary system, the skeletal system, the joints of the skeletal system, and the muscular system, and the nervous system.

BIO231 Anatomy and Physiology II 3 semester hour credits
(Prerequisite: Anatomy and Physiology I)
Continuation of human anatomy and physiological principles from BIO330, including the endocrine system, blood, cardiovascular system, lymphatic system, the importance of immunity, digestive system and nutrition, respiratory system, urinary system, water, electrolyte, and acid-base balance, reproductive systems, pregnancy, growth, development, genetics, and genomics.

BIO325 Introduction to Microbiology 3 semester hour credits
(Prerequisite: Human Biology)
This course includes morphology, physiology and classification of bacteria, fungi and viruses. It examines the clinical manifestations, epidemiology, and host/parasite relationships to immunology and resistance to disease, viruses, pathogenic fungi, protozoa, and worms. Course includes online virtual microbiology lab, and streaming video series, Unseen Life on Earth: An Introduction to Microbiology, by Annenberg Media.

CHEMISTRY

CHE101 General Chemistry 3 semester hour credits
This course includes application of chemistry to nutrition; matter, measurements, and calculations; atoms and molecules; electronic and nuclear characteristics; forces between particles; nutrition related chemical reactions; the states of matter; acids, bases, and salts.

CHE201 Organic and Biochemistry 4 semester hour credits
(Prerequisite: General Chemistry)
Course includes nutrition/food applications of organic and biochemistry; molecular formulas of organic compounds; physical properties of compounds; characteristics of enzymes; function of cofactors; description of biochemical pathways.

EXERCISE SCIENCES

EXE320 Exercise Physiology 3 semester hour credits
(Prerequisite: Anatomy and Physiology I)
This is an introductory course in exercise physiology, with a focus on the muscular, neuromuscular, cardiovascular, and metabolic responses and the physiological adaptations that occur during exercise. Concepts related to physical fitness, body composition/weight control, and training principles and dietary supplementation will be discussed. It is recommended that students complete Understanding Nutrition I prior to enrolling in this course.
**Health Sciences**

**HEA101 Medical Terminology** 2 semester hour credits
This course includes how to decipher the meanings of medical terms by breaking them down into smaller word parts. It introduces words in the context of human anatomy, physiology and pathology so concepts are easier to grasp, while instilling the basics of suffixes, prefixes, and root words essential to developing a working medical vocabulary.

**HEA201 Environmental Challenges and Solutions** 3 semester hour credits
Scope and severity of environmentally triggered illnesses; a comprehensive view of the little-known effects that common pesticides and toxic chemicals have on our health; an in-depth picture of chemical sensitivities and how to recognize them; proper chemical questionnaires; understanding environmental illness how to stay well in a polluted environment; the use and effects of pesticides in our food supply and what to do about it; designing a lifestyle that will protect children from common household toxic chemicals; alternative to unsafe cleaning supplies; case studies.

**HEA301 Health & Wellness** 3 semester hour credits
Comprehensive review of general health concepts applied to a holistic approach to health and wellness. Student will explore various ways the body, mind and emotions interact with one another and with the environment to affect health, and how individuals can manipulate these elements to increase their level of well-being. Online streaming videos help highlight key concepts.

**HEA302 Introduction to Complementary & Alternative Medicine** 3 semester hour credits
This course is a research-based exploration of clinically relevant CAM practices, detailing the history, philosophy and mechanisms while balancing theory with practical application and methods of treatment for each therapy. Includes examination of biologically based practices, energy based medicine, manipulative and body-based practices, mind-body practices, whole medical systems, CAM & aging, and aromatherapy. An online series of streaming videos from The National Center for Complementary and Alternative Medicine, as well as a series from The University of Texas M. D. Anderson Cancer Center are utilized as part of the curriculum.

**HEA401 Pathophysiology I** 3 semester hour credits
(Prerequisite: Anatomy & Physiology II)
Student will review the basic mechanisms underlying pathophysiology states and will apply those concepts to the pathophysiology of specific disorders using a systemic approach. The focus of the course will be on introductory concepts of pathophysiology, pathophysiology of the neurologic, endocrine and hematologic systems.

**HEA402 Pathophysiology II** 3 semester hour credits
(Prerequisite: Pathophysiology I)
This is a continuation of HEA401. The focus of the course will be on the pathophysiology of the cardio-vascular, lymphatic, pulmonary, renal, urologic, reproductive, digestive, musculoskeletal and integumentary systems.

**HEA410 Functional & Clinical Assessment I** 3 semester hour credits
(Prerequisite: Understanding Nutrition I, Pathophysiology II)
This course is a study of various subjective and objective assessments to be used in nutrition consultations for the purpose of gathering functional and clinical data on the patient. It will cover understanding of the assessment methods and outcomes of signs and symptoms analysis; urine analysis, blood pressure testing; height & weight assessment & body composition analysis. Determine optimal treatment programs & recommendations that are based on assessment findings.
HEA411 Functional & Clinical Assessment II 3 semester hour credits
(Prerequisite: Functional & Clinical Assessment I)
This course is the study of clinical laboratory tests used for identifying nutrients, toxicants and other factors underlying patient health and disease. It will focus on these tests and explain their interpretation and clinical application in a systematic manner in order to understand how the tests are used clinically. It explains how the environmental challenges contribute to the patient’s unique set of genetic predispositions, attitudes, and beliefs relate to clinical imbalances. Determine optimal treatment programs & recommendations that are based on assessment findings.

HERBAL SCIENCES

HER101 Introduction to Herbal Sciences 3 semester hour credits
A basic foundation and understanding of the principles of herbal medicine within the context of historical and modern health care; with an emphasis on those botanicals whose uses have been well documented through modern scientific study. While not designed to prepare the student to be an alternative health care practitioner, when completed, the student will be well-informed about the regulation of herbal products, the primary functions of key botanicals in popular use, herbal product quality control, and the basics of herbal safety. The energetics and classifications of Western medicinal plants will be studied, with an emphasis on the incorporation of herbalism into the daily life.

HER102 Herbs & Body Systems 3 semester hour credits
Explores primary Western medicinal botanicals used to affect body systems within the context of a holistic system. Chemical constituents, actions and properties for the most common herbs will be studied, including some basic herbal combinations to use for each body system. The structure, functions and main pathologies of body systems will be studied in order to understand how herbs can affect the systems. Herbal safety, appropriate use, and prevention of disease are emphasized.

HER103 Introduction to Traditional Chinese Herbalism 3 semester hour credits
This course presents that philosophical basis for the use of Chinese herbs, and the characterizations of Chinese herbs. The history of Chinese medicine and the different theories associated will be explored, as well as modern day practices and considerations within Chinese herbalism. All of the main classical herbal categories will be studied, as well as 120+ useful herbs, formulas, and patents. The usage of Chinese herbs within contemporary society will be explored, including farming practices, safety considerations, current scientific research, and the incorporation of Chinese herbs into daily life.

NUTRITIONAL SCIENCES

NUT101 Understanding Nutrition I 3 semester hour credits
A foundation in the principles of nutrition: comprehensive study of the nutrient elements; in-depth examination of carbohydrates, fats and proteins; the role of vitamins, minerals and body fluids; digestion, metabolism and weight management; alternative nutrition practices; recognizing and evaluating differing points of view; examination and critique of current nutrition trends; case studies.

NUT102 Vegetarian Nutrition 3 semester hour credits
A comprehensive overview of the scientific literature addressing the health status (cancer, heart disease, diabetes, etc.) and health needs of vegetarians; the basics on beginning a vegetarian lifestyle; review of various vegetarian diets including lacto-ovo, vegan and macrobiotic; risks of a non-vegetarian diet; how vegetarian diets affect nutritional requirements; supplementation for vegetarians; plant food sources of all essential nutrients; meal-planning guidelines for vegetarians throughout the lifecycle and for diabetics, athletes, and those with weight problems; vegetarian
guidelines for food preparation and use of grains, legumes, and soy products; practical applications for counseling vegetarians.

**NUT201 Understanding Nutrition II**
*Prerequisite: Understanding Nutrition I*
Nutrients and physical activity; life cycle nutrition; nutrition for the elderly; risk factors for chronic diseases; consumer concerns about food safety; environmental consciousness; alternative nutrition practices; how to recognize and evaluate opposing nutritional viewpoints; examination and critique of current nutrition trends; case studies.

**NUT220 Sports Nutrition**
The principles of fitness, motivation and conditioning; nutrition for the athlete; stress management; preventing accidents; stretching, posture and aerobics; vitamin and mineral supplementation for fitness; high and low intensity exercise; cross training; walking for weight control; case studies.

**NUT221 Pregnancy, Pediatric and Adolescent Nutrition**
Preconception nutrition; planning a proper diet for pregnancy and lactation; nutrition for infancy through adolescence; vitamin and mineral supplementation; the nutrition connection to learning and behavior; attention deficit disorder; examination and critique of current nutrition trends; diet plans for children with special needs; case studies.

**NUT222 Community Nutrition**
The role of nutrition in public health; educational foundation for nutrition entrepreneurs; the art and science of policy-making; planning and managing public nutrition programs; understanding and influencing consumer behavior; food assistance programs; nutrition assessment of all age groups; case studies; community learning activities.

**NUT223 Women’s Special Health Concerns**
Dieting and fat during childbearing years; the importance of carbohydrates and minerals; foods to eat in the home and when dining out; managing menopause without estrogen; exercise, nutrition and menopause; combining therapies to manage menopause; case studies; examination and critique of current nutrition trends.

**NUT224 Eating Disorders and Weight Management**
Causes and physical effects of anorexia and bulimia; nutritional complications of eating disorders; profile of individuals with an eating disorder; approaches to treating eating disorders; recovering from an eating disorder; emotional and physical factors related to obesity; medical conditions related to obesity; practice counseling session and case studies.

**NUT225 Current Weight Management Theory & Application**
An overview of current diet and weight loss theory; the expected sequel of restrictive eating plans; review of pharmacological and nutritional weight loss products; construct of a healthy eating plan to maximize weight management; weight management in a clinical setting.

**NUT301 Vitamins & Minerals**
*Prerequisite: Understanding Nutrition I*
This course presents a comprehensive review about each vitamin and mineral with regard to function, deficiency, disease prevention, disease treatment, sources and safety. Information presented will help student gain an understanding of the value of dietary supplements in helping to meet nutritional needs of Americans, and the specific supplements that may help to do so.
NUT302 Introduction to Nutraceuticals 3 semester hour credits  
(Prerequisite: Understanding Nutrition I)  
A research-based examination of dietary supplements classified as nutraceuticals; including health/disease applications and safety considerations. In addition to the assigned texts, students will read a variety of peer-reviewed monographs and reviews on individual nutraceutical supplements.

NUT401 Nutrition Counseling Skills 3 semester hour credits  
(Prerequisite: Understanding Nutrition I)  
The psychology of nutrition counseling; evaluating and understanding the client’s attitude; how to illustrate the importance of good nutrition principles; interpreting the counseling session; how to identify and express your feelings toward the client; identifying inappropriate eating behaviors; recognizing dietary misconceptions; interpreting the results of nutrition research; making diet recommendations; applying appropriate strategies to specific problems; evaluating progress and spotting potential failure; utilizing proper counseling techniques; how to use client data forms in counseling; case studies.

NUT402 Clinical Nutrition 3 semester hour credits  
Study of nutrients and how the body handles them based on principles of chemistry and molecular biology; the effect of nutrition choices on diabetes, hypoglycemia and disorders of the major organ systems; food choices and diet planning principles; nutrition prescription for illness; the development and evaluation of nutrition plans; nutrition assessment; the relationship between nutrition and illness; strategies for providing nutritional support for people with serious illness; practical examples in clinical nutrition case studies.

NUT403 Geriatric Nutrition 3 semester hour credits  
(Prerequisite: Understanding Nutrition II)  
This course explores the role of nutrition in the maintenance of health, the management of chronic conditions, and the treatment of serious illness in the elderly. Differing points of view in complementary and alternative nutrition practices will also be reviewed and evaluated.

NUT410 Nutrition Therapy I 4 semester hour credits  
(Prerequisites: Understanding Nutrition I, Pathophysiology II)  
This is the first of two courses covering medical nutrition therapy for specific disorders and diseases. In this first course, the cause, prevention, and treatment of certain medical conditions will be examined. This includes upper and lower gastrointestinal disorders; liver and biliary system disorders; food allergy and intolerance; diabetes and hypoglycemia; and anemia. Case studies are included to develop clinical practice skills. In addition, differing points of view in complementary and alternative nutrition practices will be reviewed and evaluated. This course will also provide an overview of nutritional genomics, food-drug interactions, enteral and parenteral nutrition, and nutrition for health and fitness.

NUT411 Nutrition Therapy II 4 semester hour credits  
(Prerequisite: Nutrition Therapy I)  
This course is the second of two courses covering medical nutrition therapy for specific disorders and diseases. In this second course, the cause, prevention, and treatment of certain medical conditions will be examined. This includes cardiovascular disease; hypertension; heart failure and transplant; pulmonary disease; renal disorders; cancer; human immunodeficiency virus (HIV) disease; metabolic stress (sepsis, trauma, burns, and surgery); neurologic disorders; rheumatic disorders; and metabolic disorders. Case studies are included to develop clinical practice skills. In addition, differing points of view in complementary and alternative nutrition practices will be reviewed and evaluated.
CAP500 Capstone Project 3 semester hour credits
(Prerequisite: All other courses in the B.S. in Nutrition program)
The capstone project is the culminating experience of the B.S. in Nutrition degree program. It allows students to apply the knowledge and skills acquired in their courses to the work environment. This project is completely individualized; students are encouraged to select work-related projects that are of particular interest to them and that will result in professional growth. The student designs and submits a proposal for his or her capstone project. A student may choose to write a thesis, design a practicum, or plan a project. A thesis is a written account of a sustained inquiry into an idea, theme, or issue of interest to the student. A practicum entails a supervised practical application of the knowledge acquired in the program of study. A project requires applying skills acquired as a result of the student’s studies and might include writing a book, creating educational materials in on the topic of nutrition, or writing a substantial essay based on fieldwork relating to the student’s program of study. Upon completion of the thesis, practicum or project the student will make a presentation with oral and written components to members of his or her Instructional Team.

GRADUATE COURSES

The graduate courses offered by HUHS are described below; master’s level courses can be taken individually or in a program of studies. Each course offered by HUHS provides a thorough treatment of the subject presented and often exposes the student to scientifically sound alternative views. In addition, each nutrition course requires and critique and analysis of current nutrition trends which will prepare the student for the important nutrition decisions they will be making in the future. The following course descriptions are only intended to provide a general overview of course content. Each course treats the subject matter in a complete and thorough manner and contains considerably more information than is covered in the course description. The books and videos are purchased separately (ISBN numbers can be obtained from the graduate book list). The student is allowed 16 weeks to complete each course. Students are expected to spend a minimum of 45 clock hours in course study/work per semester hour credit.

BIOLOGICAL SCIENCES

BIO510 Advanced Biochemistry 4 semester hour credits
(Prerequisite: Organic & Biochemistry)
The principles of biochemistry and molecular biology are inherent to the study of nutrition. This course provides further exploration into the biochemical processes essential in disease prevention and treatment with an emphasis on nutrition.

NUTRITIONAL SCIENCES

NUT520 Advanced Nutrition 4 semester hour credits
(Prerequisites: Understanding Nutrition I, Anatomy & Physiology, Organic and Biochemistry)
This course is an assessment of in-depth study of macro and micro nutrition digestion, including absorption, metabolism, excretion, inter-relationships, and requirements in normal individuals. Effects of processing and technological alterations on nutritional quality of food and the bioavailability of nutrients.

NUT530 Nutrition Assessment 4 semester hour credits
(Prerequisite: Advanced Nutrition)
This course is an assessment of nutritional status of individuals in various stages of the life cycle using dietary, anthropometric, biochemical and clinical assessment. Identification of psychosocial, behavioral and cultural factors influencing food choices is studied in this course.
**NUT540 Clinical Nutrition**  
(Prerequisite: Advanced Nutrition)  
3 semester hour credits  
This course explores the role of medical nutrition therapy in maintenance of health and treatment of symptoms associated with diet-related diseases. It includes application and integration of basic nutrition principles and assessment.

**NUT550 Nutrition Research**  
(Prerequisite: Statistics)  
4 semester hour credits  
Students explore the scientific method of inquiry for conducting research. A variety of research designs and statistical tools are reviewed to answer research questions/test hypotheses. A critical review of current scholarly literature; ethical issues in research; and selection of appropriate descriptive, inferential, parametric, and nonparametric statistics are reviewed and applied. Finally, students develop a research proposal on a specific topic in nutrition, health science, or a related field.

**NUT560 Current Trends in Nutrition**  
(Prerequisite: Advanced Nutrition)  
3 semester hour credits  
This course is an identification, examination and discussion of current nutrition issues. A critical, objective analysis of selected peer-reviewed nutrition research that provides scientific evidence to take position on the issues is included.

**NUT572 Life-Span Nutrition**  
(Prerequisite: Understanding Nutrition I)  
3 semester hour credits  
This course is a study of factors influencing nutrient requirements and metabolism in individuals from birth through old age.

**NUT574 Community Nutrition**  
3 semester hour credits  
Conduct needs assessment in communities; plan and implement nutrition intervention programs and evaluate their effectiveness. Disseminate nutrition information using effective and appropriate education strategies to promote positive health behaviors of ethnically diverse communities.

**NUT576 Food and Culture**  
3 semester hour credits  
This course is an in-depth study of the dietary habits and behaviors of different cultures with specific focus on vegetarian nutrition. It explores factors that influence food selection, the effects of food habits, and the nutritional status and problems unique to specific ethnic groups.

**NUT578 Herbal Therapies and Alternative Healing**  
3 semester hour credits  
This course examines identification and critical analyses of medicinal herbs, including their active components, bio-availability, mode of action, effective doses, and safety. Evaluation of health claims associated with herbal supplements. Exploration of the various alternative approaches used to maintain health and prevent chronic disease.

**NUT630 Capstone Project**  
3 semester hour credits  
The capstone project allows students to apply the knowledge and skills acquired in their courses to the work environment. This project is completely individualized; students are encouraged to select work-related projects that are of particular interest to them and that will result in professional growth and benefit the organization. (This course is only available to students in the degree program.)

**NUT702 Advanced Nutrition with Clinical Applications**  
3 semester hour credits  
This course will present an overview of the use of food and supplements to support health and well-being. The course will focus on how traditional diets from many cultures promote well-being and how adoption of modern eating patterns often leads to the development of chronic disease. Topics
to be covered include: nutritional medicine, chronic candidiasis, chronic fatigue syndrome, detoxification, intestinal dysbiosis, immune support and others. Student is required to complete in-depth research assignments that will reinforce important concepts and enhance writing and research skills.

NUT703 Antioxidants

3 semester hour credits

The course summarizes a current knowledge of biochemical and clinical aspects of antioxidant molecules and free radicals, highlighting the effects of antioxidants on the aging process and in prevention and/or fighting the progression of diseases associate with oxidative stress such as atherosclerosis, cancer, skin, eye and neurological diseases. The course presents the research findings on some new agents such as caffeic acid and melatonin, and a new study of spices as potent antioxidants with therapeutic potential. The course also emphasizes the value and importance of antioxidants in daily diet and how many health issues are beneficially affected. Students are required to complete comprehensively several research projects that will reinforce important concepts and enhance writing and research skills.
GENERAL INFORMATION

OFF-CAMPUS STUDY (DISTANCE LEARNING)
HUHS requires neither on-campus residence nor physical classroom attendance. All course requirements may be completed through focused, directed study programs under the faculty’s supervision. Students at Huntington University of Health Sciences are expected to demonstrate talent, motivation, and dedication.

CHANGE OF ADDRESS
It is the responsibility of the student to notify the college with regard to any change of address. All correspondence will be sent to the last address the college receives from the student.

PRIVACY RIGHTS
HUHS honors the United States Family Education and Privacy Act of 1974, as amended and other U.S. federal and state laws which protect the confidentiality of educational records and the rights of students to inspect and review these records. Specific student transcript information is not available for general statistical purposes. It may be released only upon written request by the student.

STUDENT IDENTITY VERIFICATION PROCESS
In compliance with the provisions of the United States Federal Higher Education Opportunity Act (HEOA) of 2008, Public Law 110-315, concerning the verification of student identity in distance education, Huntington University of Health Sciences has established processes to verify that a student registered in a distance education course or program is the same student who participates in and completes the program and receives the academic credit. The Student Identity Verification Policy is applicable to all Huntington University of Health Sciences (HUHS) students beginning with the application for admission and continuing through graduation, transfer, or withdrawal from the University. HUHS uses Remote Proctor Now to monitor the students’ final examination for each course. A government-issued identification showing the student’s photo is required. This ID is matched with the ID provided with the application.

STATEMENT OF NON-DISCRIMINATION
HUHS does not discriminate on the basis of race, age, color, sex, religion, sexual orientation, national or ethnic origin, veteran status, or condition of disability in the admission of students or the administration of its educational policies or programs.

CONTACT POLICY
Students should expect return communication from the administrative office within 48 hours. Instructors will contact students via email to welcome them to class and initiate communication with the student during the course. Students should expect an answer from the instructor within three business days of submitted email. Written assignments will be graded and a grade report post to Moodle within 3 days of being submitted to the instructor. Always keep a copy for your records. The grade received for the proctored final examination required at the end of each course will represent 30% of the total grade for the course.
ENGLISH LANGUAGE PROFICIENCY
Course materials are supplied only in English. Students are expected to be proficient in the oral and written use of the English language. (See Admission Requirements: International Students for TOEFL requirements.)

INTERNATIONAL STUDENTS
International students are subject to the same admission requirements, fees, and responsibilities as domestic students. International students are reminded that HUHS provides course materials and instruction only in English.

LIBRARY RESOURCES
Students can access the University online library for a collection of digital resources for use with course assignments and peer-reviewed articles. The library provides various sites and resources containing research information, journals, books, articles, magazines in the field of Health and Medicine.

DISABILITY SERVICES
Huntington University of Health Sciences recognizes and supports the standards set forth in the Americans with Disabilities Act (ADA) of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which are designed to eliminate discrimination against individuals with disabilities. Disabilities may include physical or mental impairments which substantially limit one or more of a person's major life activities, and which necessitate modifications to the facilities, programs, or services of the University. To help provide the best services to individuals with documented disabilities, HUHS has an ADA/504 Compliance Committee. This committee of faculty and staff certifies eligibility for reasonable accommodation or academic adjustments when necessary on a case by case basis to qualified individuals with an appropriate documented disability, provided that such accommodation does not create an undue hardship. All requests for accommodations follow a standard process managed by the ADA/504 Compliance Committee. For more information please contact the Admissions office at 865-524-8079 Ext. 1001.
ADMISSION REQUIREMENTS

PREREQUISITES
An applicant for a diploma, associates or bachelors program must have a high school diploma or its equivalent. American College Test (ACT) and Scholastic Assessment Test (SAT) scores are not required. Master’s degree program applicants must have a bachelor’s degree from an institution accredited by an accrediting agency approved by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA). Doctorate’s degree program applicants must have a master’s degree from an institution accredited by an accrediting agency approved by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA).

INTERNATIONAL STUDENTS
Applicants whose native language is not English and who have not earned a degree from an appropriately accredited institution where English is the principle language of instruction must demonstrate college-level proficiency in English through one of the following for admission:

- Undergraduate: A minimum score of 500 on the paper-based Test of English as a Foreign Language (TOEFL), or 61 on the iBT, 6.0 on the International English Language Test (IELTS) or 44 on the PTE Academic Score Report. Masters: A minimum score of 530 on the paper-based Test of English as a Foreign Language (TOEFL), or 71 on the iBT, 6.5 on the International English Language Test (IELTS) or 50 on the PTE Academic Score Report. First Professional Degree or Professional Doctoral Degree: A minimum score of 550 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 80 on the Internet Based Test (iBT), a 6.5 on the International English Language Test (IELTS), or 58 on the PTE Academic Score Report;
- A minimum grade of Level 3 on the ACT COMPASS’s English as a Second Language Placement Test;
- A minimum grade of Pre-1 on the Eiken English Proficiency Exam;
- A minimum B-2 English proficiency level identified within the Common European Framework of Reference (CEFR) standards and assessed through various ESOL examinations, including the University of Cambridge;
- A transcript indicating completion of at least 30 semester hours of credit with an average grade of “C” of higher at an appropriately accredited college or university where the language of instruction was English; “B” or higher for Master’s or Doctoral Degree.
- Undergraduate only: A high school diploma completed at an appropriately accredited/recognized high school (where the medium of instruction is English). International transcripts must be evaluated by an appropriate third party and translated into English or a trained transcript evaluator fluent in the language on the transcript. In this case, the evaluator must have expertise in the education practices of the country of origin and include an English translation of the review. Please contact our admissions office for an approved list of foreign credential evaluators. The admissions office must receive an official copy of the evaluation and transcript.
**VETERAN STUDENT INFORMATION**

All academic programs at HUHS are designed to allow students to begin their program at any time. Therefore, term length will vary among students depending on the program selected and the desire and motivation of the student. Enrollment certification documents sent to VA by HUHS must specify accurate course start and end dates in order for your GI Bill payments to be correct.

With this in mind, and as allowed by 38 CFR §21.4203(a)(2)(i), students using GI Bill benefits at HUHS will be certified to VA for payment retroactively at course completion. This will ensure accurate certification and payment for each course.

Post 9/11 GI Bill students are reminded of the following two provisions of the Post 9/11 Veterans Educational Assistance Improvements Act of 2010, now Public Law 111-377:

1. Students enrolled exclusively in online training do not receive the housing allowance until October 1, 2011. On October 1, 2011 housing allowance will be payable to students (other than active duty service members) enrolled solely in distance learning. The housing allowance payable is equal to one-half the national average Basic Allowance for Housing (BAH) for an E-5 with dependents.
2. Students on active duty do not receive the housing allowance. After October 1, 2011, active duty service members will be eligible for the books and supplies stipend.

For the latest information and/or updates regarding your GI Bill program refer to the [U.S. Department of Veterans Affairs](https://www.vba.va.gov/) website.

**APPLICATION FOR ADMISSIONS – UNDERGRADUATE**

All applicants must submit the following to the Admissions Office:

1. A completed signed admissions application and a $75.00 non-refundable (except in the case of denial of admissions) application processing fee.
2. Official high school transcript or equivalent is required and official college transcripts* if requesting transfer of credits.
   a. To be considered official, transcripts must be in the original sealed envelope from the sending institution. Opened transcripts are unofficial and will not be accepted.
3. Students must submit with their application a photocopy of a government issued photo I.D. (Examples: Driver’s License, Passport)
4. Successfully complete an interview over the phone with HUHS staff.
5. Successfully complete the Student Orientation Course by receiving a passing score before proceeding with the application process.

*College or university must be accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA); or international equivalent.

The application is valid for 60 days from the time of acceptance. If a student does not enroll within 60 days, he/she will be required to update their application.
APPLICATION FOR ADMISSIONS – GRADUATE (MASTER’S DEGREE)
All applicants must submit the following to the Admissions Office:
1. A completed signed admissions application and a $75.00 non-refundable (except in the case of denial of admissions) application processing fee.
2. Request official transcripts* to be sent to HUHS for your bachelor’s degree with at least a 2.0 GPA or higher.
3. Submit required documents during the admissions process
   a. Copy of a government issued photo ID, i.e., driver’s license or passport.
   b. Submit a CV or complete resume detailing your personal information, employment, educational background, volunteer experiences, honors, awards, and professional certifications.
   c. Provide a short essay on how the applicable graduate degree will fit into your career goals.
4. Successfully complete an interview with HUHS faculty.
5. Completed prerequisites, if applicable.
6. Successfully complete the Graduate Orientation Course by receiving a passing score before proceeding with the application process.

*Transcripts must be from an institution accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA). To be considered official, transcripts must be in the original sealed envelope from the sending institution. Opened transcripts are considered to be unofficial and will not be accepted.

The application is valid for 60 days from the time of acceptance. If a student does not enroll within 60 days, he/she will be required to update their application.

NOTIFICATION OF ACCEPTANCE AND ENROLLMENT
Upon receipt of the signed and completed HUHS application and the $75.00 non-refundable application fee (except in the case of admission denial), the Office of Admissions will contact the applicant for an admission interview. If the applicant is a good fit for the program and approved for admission, a program enrollment agreement will be emailed to the applicant for signature. Admissions will return a signed copy to the applicant for acceptance to the University. At this time the student will be allowed to go online and enroll in their first course.

DENIAL OF ADMISSION
An applicant may be denied admission if HUHS determines that the college is unable to meet the educational needs and objectives of the applicant. If an applicant is denied admission the $75.00 application fee will be refunded.

AUDITING CLASSES
All students admitted to a program of study are presumed to be working towards a degree or a diploma. No provisions are made for auditing classes.
FINANCIAL INFORMATION

APPLICATION FEE
Every application for admissions for a HUHS diploma program, undergraduate degree program or graduate program must be accompanied by a nonrefundable application fee of $75.00 (except in the case of denial of admission).

ENROLLMENT FEE
Students will pay a one-time per program enrollment fee. The enrollment fees are as follows: Undergraduate degree program - $200 USD; Diploma program - $100 USD; Individual course - $50 USD. A full refund will be given if the student decides not to enroll within 5 days of payment of the enrollment fee.

TUITION POLICY
Tuition payment is due upon submission of the enrollment agreement into an individual course, a diploma program or a degree program. Tuition must be paid in U.S. currency, by check, money order, or credit card.

Tuition must be paid on an individual basis for each course you are currently taking (e.g., pay the tuition for one course if you are taking only one course at a time or for two courses if you are taking two courses at a time).

Undergraduate Tuition Rate
The per-course undergraduate rate for students is $265 a credit hour.
• Undergraduate Course (3 credit hours) $795
• Undergraduate Course (4 credit hours) $1060

Master Graduate Tuition Rate
The per-course graduate rate for the Master program for students is $400 a credit hour:
• Master Degree Graduate Course (3 credit hours) $1,200
• Master Degree Graduate Course (4 credit hours) $1,600

Diploma Programs
For the diploma programs in Comprehensive Nutrition and Sports Nutrition: 18 credit hours are required for completion. If approved, a student may transfer a maximum of 6 credit hours toward satisfying requirements of a diploma program.

Associate of Science in Applied Nutrition Degree Program
Sixty-one credit hours are required for completion of an associate degree. Depending upon the amount of transfer credit approved, a student may be required to take 16 (these hours include credit by examination, transferred credit and prior learning experiences) to 61 semester hours in order to graduate.

Bachelor of Science in Nutrition Degree Program
One hundred twenty-nine credit hours are required for completion of this bachelor’s degree. Depending upon the amount of transfer credit approved, a student may be required to take 34 (this includes credit by examination, transferred credit and prior learning experiences) to 129 semester hours in order to graduate.
**Master of Science in Nutrition Degree Program**

$14,800**

Thirty-seven credit hours are required for completion of a master’s degree. Depending upon the amount of transfer and/or experiential learning credit approved, a student may be required to take 18 to 37 semester hours in order to graduate with a Master of Science in Nutrition.

**OTHER GENERAL SERVICE FEES**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Late Fee (On Monthly Payments)</td>
<td>$10</td>
</tr>
<tr>
<td>Returned Check or Denied Credit Card Fee</td>
<td>$25</td>
</tr>
<tr>
<td>Program Reactivation Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>$5</td>
</tr>
<tr>
<td>Prior Learning Assessment/per course (undergraduate)</td>
<td>$150</td>
</tr>
<tr>
<td>Prior Learning Assessment/per course (graduate)</td>
<td>$225</td>
</tr>
<tr>
<td>Final Exam through Remote Proctor (cost is per exam)</td>
<td>$15</td>
</tr>
</tbody>
</table>

*Fees must be paid in U.S. currency, by check, money order, or credit card and are non-refundable.

** Note that tuition and fees are subject to change. Students will be notified prior to any tuition modifications.

**TEXTBOOK COST**

The costs of textbooks are not included in the quoted tuition. Students may purchase textbooks from a vendor of their choice. For a complete list of textbooks, see [Booklist](#). We strive to keep our Booklist as up to date as possible. **Check with our office at (865) 524-8079 before ordering the materials listed to verify whether or not any changes have been made to the course.**

**ESTIMATED COST OF TEXTBOOKS**

<table>
<thead>
<tr>
<th>Diploma</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma in Comprehensive Nutrition</td>
<td>$981</td>
</tr>
<tr>
<td>Diploma in Sports Nutrition</td>
<td>$944</td>
</tr>
<tr>
<td>Associate of Science in Applied Nutrition</td>
<td>$3,297</td>
</tr>
<tr>
<td>Bachelor of Science in Nutrition</td>
<td>$6,428</td>
</tr>
<tr>
<td>Master of Science in Nutrition</td>
<td>$2,468</td>
</tr>
</tbody>
</table>

Fees must be paid in U.S. currency, by check, money order, or credit card and are non-refundable.

** Note that tuition does not include costs of books and materials which are purchased separately. Note that tuition and fees are subject to change. Students will be notified prior to any tuition modifications.

**Returned Checks/Declined Credit Cards**

A charge of $25 will be made for all returned checks and denied credit cards. Should a student have checks or credit cards dishonored on two or more occasions, the University reserves the right to require payment by cashier’s check or money order.
CALIFORNIA-BASED STUDENTS ONLY

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss.

Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if you are not a California resident, or are not enrolled in a residency program.

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.

2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.

3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.
To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

**REFUND POLICIES**

**INSTITUTIONAL REFUND POLICY**

If Huntington University of Health Sciences is notified of cancellation within five (5) days after signing an enrollment agreement an applicant requesting cancellation in whatever manner (preferably in writing) within this time will receive a full refund of all monies paid to Huntington University of Health Sciences. This refund will be paid within thirty (30) business days of the notification.

From five (5) calendar days after midnight on the day on which the enrollment agreement is signed but prior to beginning a course or program the student is entitled to a refund of all monies paid minus the $75 application fee and the enrollment fee.

When a student cancels enrollment the institution may retain a percentage of tuition paid by the student in accordance with the following refund schedule based on an 8-week course:

<table>
<thead>
<tr>
<th>Week</th>
<th>% Returned to Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>80%</td>
</tr>
<tr>
<td>2nd</td>
<td>60%</td>
</tr>
<tr>
<td>3rd</td>
<td>40%</td>
</tr>
<tr>
<td>4th</td>
<td>20%</td>
</tr>
<tr>
<td>5th</td>
<td>0%</td>
</tr>
</tbody>
</table>

The student’s withdrawal calculation date will be the last participated academic related activity as documented by the school.

The costs for optional services, such as expedited shipment of materials, experiential portfolio assessment, or other special services such as printing costs are not subject to refund after the five (5) calendar day student-right-to-cancel enrollment.

**Sample Refund Calculation Based on 8-week course time frame:**

**Facts:**
Stated Tuition: $265 per credit; 3 credit course=$795.00
Program Enrollment Fee: $200
The student enrolled in one 3-credit hour course.
Tuition Paid: $995
The student has requested to withdraw middle of 2nd week.
**Calculation:**
Refundable to Student: $736.00 ($795 x 80% + $100 enrollment fee)
Institution retains: $259.00 ($995 paid minus $736 refund) 20% tuition + $100 enrollment fee

Payments of refund are made within thirty (30) days of a student’s request to withdraw. In the case of a student not meeting the Satisfactory Academic Progress (SAP) policy, the refund is based on the last date of substantive interaction (i.e. discussion board participation).

Refunds are subject to state policies. For information about refund policies in specific states, please see [State Authorization](#).

**Financial Probation and Suspension**
It is HUHS policy that students’ financial accounts must be current. If difficulties arise, appropriate arrangements must be made with administration. Students who fail to complete satisfactory arrangements or who default on their financial arrangement are subject to financial suspension. No transcripts or other documents, including student study materials or grade reports, will be issued to students on financial suspension.

**RETURN TO TITLE IV POLICY**
When a student applies for federal financial aid, a statement is signed that funds will be used for educational purposes only. Therefore, in accordance with CRF §668.22, if a student withdraws prior to completion of payment period or period of enrollment, a portion of the funds received may have to be returned. The University will calculate the amount to be returned to the Title IV, HEA federal fund programs according to the Return to Title IV policy on the HUHS website. Students may request a copy of the R2T4 calculation worksheet from the Financial Aid office by email at financialaid@huhs.edu or by mail at HUHS, Financial Aid Office, 118 Legacy View Way, Knoxville, TN 37918.

Repayment of Title IV funds will be required when aid has been disbursed to a student from financial aid funds in excess of the amount of aid the student earned during the term. Title IV funds refers to the federal financial aid programs authorized under the Higher Education Act of 1965, as amended and includes the following programs at HUHS: Federal Pell Grant and Federal Direct Loan Program. These policies are effective only if the student completely terminates their enrollment by official withdrawal, is institutional withdrawn from classes, stops attending classes without an official withdrawal before completing more than 60% of the payment period or fails all courses at the end of the semester.

**FINANCIAL AID**

HUHS works to provide current and potential students the most up-to-date information regarding Financial Aid via our website at [https://www.huhs.edu/federal-student-aid/](https://www.huhs.edu/federal-student-aid/). Here HUHS works to communicate information about HUHS policies and other financial aid resources.

As an accredited institution, HUHS accepts many funding options including federal financial aid for those who qualify; direct payment options such as split payment plan; and, a wide range of military, employer and other alternative funding options. Our
commitment is to help students navigate and understand the financial aid process and identify financial tools to help make a college education affordable.

FINANCIAL AID PROCESS
To be eligible to participate in Federal Student Aid (FSA) programs, students must:

- be a regularly admitted student enrolled in an eligible program of study for the purpose of obtaining a degree;
- be a U.S. citizen or an eligible non-citizen (verification of eligible non-citizen status may be required);
- be a high school graduate or have a recognized equivalent (official high school transcript, GED certificate or College transcripts with equivalent earned credits is required for all undergraduate students);
- not be in default on a federal student loan or owe an over payment on a federal grant;
- not have borrowed in excess of the annual or aggregate loan limits for FSA;
- be registered with the Selective Service (if required);
- be satisfying Satisfactory Academic Progress (SAP) standards;
- not be enrolled solely in remedial coursework;
- not be currently enrolled in secondary school;
- have a valid Social Security number;
- not have been convicted of an illegal drug-related offense committed while receiving financial aid. If convicted, the student must visit the FAFSA website to complete the FAFSA. The student will be asked about their drug conviction status and provided a “Drug Worksheet” to complete in order to determine eligibility. Additional help is available by calling 800-4FED-AID (800-433-3243);
- be enrolled at least half-time if applying to receive Federal Direct Loan funding;
- not be incarcerated;
- certify the federal student aid will only be used for educational purposes;
- and demonstrate financial need for the Pell program or subsidized loans.

Step 1
Complete the Free Application for Federal Student Aid (FAFSA) on the FAFSA website for the school year in which you plan to attend. If you have already completed a FAFSA, update it to add Huntington University of Health Sciences to your list of colleges – School Code: 04244800. After completing the FAFSA, a Student Aid Report (SAR) will be provided to you containing all the data elements you provided on the application and your Expected Family Contribution (EFC). The University will be sent a corresponding Institutional Student Information Record (ISIR) with the same information. If selected for verification or there is conflicting information, you will be required to submit additional documentation to the Financial Aid Department. Students cannot be awarded financial aid until the verification process is complete.

IMPORTANT: The FAFSA is the only form that a student is required to complete to be considered for student assistance from any Title IV, HEA programs. However, completing the FAFSA is not a guarantee of funding. The Department of Education or HUHS may request additional documentation to verify or support your application for federal student aid.
Step 2
If you are applying for Direct Loan funding, you must complete both Direct Loan Entrance Counseling and Master Promissory Note (MPN) at StudentLoans.gov.

A last option to apply for financial assistance is to apply for a private education loan from a private lender.* We recommend you look at several options as interest and fees vary with each lender. All students who borrow from a private lender may need to complete a Private Education Loan Applicant Self-Certification Form. You can obtain this form by contacting the Financial Aid Office.

* Huntington University of Health Sciences does not recommend, promote or endorse lenders for private education loans.

Step 3
Once eligibility has been established, the University will issue your Award Letter containing your program award information. You will need to review and sign the Award Letter within the HUHS financial aid student portal.

Additionally, an Award Acceptance/Adjustment Letter will be sent to students in order to accept, adjust, or reject financial aid awards. Once you have registered and have enrolled for courses, the Bursar will send an Enrollment Agreement detailing tuition, fees and payment method.

Step 4
During Week 1 of each Module, you are required to establish attendance in each course by successfully submitted coursework during this 1st week before the established deadline. After the end of Week 1, the following day is the Pell Recalculation Date (PRD) commonly referred to as the Census date. On this day, the Director of the Financial Aid will determine your current eligibility status for receiving financial aid. After the determination process, the Financial Aid Department will request funds from the Department of Education via the University’s federal Third Party Servicer (TPS), Campus Ivy. All funds will be sent directly to the University and applied to your student account within three (3) business days of the date of disbursement from the federal aid programs. If there is a balance due, you will be contacted by the Bursar to make payment arrangements. If there is a remaining credit balance, you will be refunded by check sent via the United States Postal Service (USPS) within 14 calendar days.

Step 5
Each week your attendance will be monitored, and a progress notice will be emailed to you. The discussion forum assignments are used to help monitor instructor/student and student/student interaction and it is vital that these be completed on time each week. Additionally, assignments for your courses must be submitted regularly in order to remain enrolled in the course. If you have not submitted assignments for 14 consecutive days, you will be institutionally dropped from the course. Changes in your enrollment status will be reported to NSLDS, will affect your financial aid and could result in funds being returned to the Federal Aid programs. The Attendance Policy, Withdrawal Policy and Return to Title IV (R2T4) Policy can be viewed on the HUHS website.
**COST OF ATTENDANCE**
Federal regulations require institutions to estimate the cost of attendance for students receiving federal financial aid. The direct costs associated with the estimated cost of attendance are tuition and fees only. Indirect costs are estimated for room and board, books, and personal/miscellaneous expenses. These estimates are conservative in nature and are not intended to meet the actual individual living expenses for all students.

HUHS encourages students to carefully consider the amount of student loans borrowed in excess of direct costs. Unlike scholarships and grants, student loans must be repaid with interest. The University’s cost of attendance information is based on a full-time enrollment and the student’s dependency status as reported on the Free Application for Federal Student Aid (FAFSA). HUHS is a completely online University and does not provide on campus housing. **Cost of Attendance** will vary by program and details may be found on the HUHS website.

**DEPENDENCY OVERRIDE POLICY**
Federal financial aid regulations assume that a student’s family has primary responsibility for meeting educational costs. If you are considered a dependent student according to the federal financial aid definition, your aid eligibility is determined using parent(s) income and asset information in addition to your information. Your student dependency status is determined by the U.S. Department of Education, based on your responses to specific questions on the FAFSA.

A dependency override occurs when a financial aid administrator exercises professional judgment and overrides the Department of Education’s criteria for dependent students. An override may only be granted on a case-by-case basis for students with unusual and exceptional circumstances. These circumstances must show compelling reason for a student to be considered independent rather than dependent. The full **Dependency Override Policy** is available on the HUHS website; students desiring to request a dependency override should review the policy carefully and submit all required documentation to the Financial Aid Office.

**PROFESSIONAL JUDGMENT POLICY**
The Higher Education Act (HEA) of 1992 delegates authority to an institution’s financial aid administrators to make professional judgment decisions when there are special or unusual family or student circumstances that may call for adjustments in determining a student’s eligibility for financial aid. Professional judgment refers to the authority of a school’s financial aid administrator to make adjustments to the data elements on the FAFSA. Circumstances requiring professional judgment are analyzed on a case-by-case basis and will be documented.

The Director of Financial Aid may exercise professional judgment and change elements in the federal need analysis to account for circumstances that he/she feels have not been adequately considered in the original FAFSA. The full **Professional Judgment Policy** is available on the HUHS website; students desiring to request a professional judgment should review the policy carefully and submit all required documentation to the Financial Aid Office.
SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY
For purposes of determining financial aid eligibility under Title IV of the Higher Education Act (HEA) of 1965, an institution must establish reasonable standards for measuring whether a student is maintaining SAP. On October 9, 2010, the Secretary of Education published final rules aimed at improving the integrity of programs authorized under Title IV of Higher Education, as amended. Effective July 1, 2011, institutions participating in Title IV aid programs must comply with new federal regulations that might impact Satisfactory Academic Progress.

Financial aid recipients are expected to make reasonable progress as a condition of receiving, and continuing to receive, student financial aid. Students’ academic progress is assessed according to qualitative and quantitative measures as they apply. The qualitative measure (GPA) is equal to or stricter than the academic standards applied to all HUHS students. The quantitative measure is comprised of 2 standards, pace and maximum time frame. A student’s pace of progression is calculated by dividing cumulative credits earned by cumulative credits attempted. The maximum time frame for students to complete their program cannot exceed 150% of the published length of the academic program. When these measures are applied, federal regulations require that the student’s entire academic history is considered. This includes semesters or terms during which the student did not receive student financial aid. In response to requirements governing these programs, the University has developed the following policy to evaluate each student’s progress after every academic term.

The Principal Intent of the Policy
- Huntington University of Health Sciences’ Satisfactory Academic Progress (SAP) policy is the same or stricter than standards set for students enrolled in the same educational programs who are not receiving Title IV assistance.
- The policy provides for consistent application of standards to all students within categories of students, e.g., full-time, part time, undergraduate, and graduate students.
- Financial aid recipients are utilizing public funds in pursuit of their educational goals.
- Standards set are demonstrating administrative capabilities, such as monitor tracking, evaluating, and implementing all regulations.

Qualitative Measure of Progress
The qualitative measure of progress sets a minimum cumulative grade point average (GPA) for the degree level at which a student is classified. Grade point average (GPA) is one of the components that we take into account at the time of evaluating a student’s satisfactory academic progress.

In order to remain eligible for financial aid, students must maintain the minimum cumulative grade point average (GPA) requirements as defined in the following table:

<table>
<thead>
<tr>
<th>Program of Study</th>
<th>Minimum Cumulative Grade Point Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>2.0</td>
</tr>
<tr>
<td>Graduate</td>
<td>3.0</td>
</tr>
</tbody>
</table>
Important: Transfer credits that have been applied to a student’s degree plan will not be included in the GPA calculation. Minimum GPA must be maintained for every semester attended.

Each student’s cumulative grade point average (GPA) will be reviewed at the end of every registered term. Students not meeting the grade point average (GPA) eligibility requirement will be notified by the Director of Financial Aid via the Adobe Sign program as well as United States Postal mail sent to the permanent home address listed in the University’s database system. Failure to meet the minimum cumulative standards will result in the student being placed on Financial Aid Warning for one payment period. A student who is put on a Financial Aid Warning can continue to receive Title IV, HEA funding for the next payment period after they receive the warning status.

Quantitative Measure of Progress
The quantitative measures of progress involve two standards, Pace of Progression commonly referred to as Completion Rate and Maximum Time Frame.

1. Pace of Progression/Completion Rate
A student’s Pace of Progression/Completion Rate is calculated by dividing cumulative credits earned by cumulative credits attempted. If the student is not completing the required amount of credit hours to keep pace with the requirements for graduation within the 150% maximum time frame, the student will be placed on Financial Aid Warning for one payment period. A student who is put on a Financial Aid Warning can continue to receive Title IV, HEA funding for the next payment period after they receive the warning status.

<table>
<thead>
<tr>
<th>Program of Study</th>
<th>Minimum Pace/Completion Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>67% of courses attempted</td>
</tr>
<tr>
<td>Graduate</td>
<td>67% of courses attempted</td>
</tr>
</tbody>
</table>

Important: Pace of Progression includes transfer credits that have been applied to a student’s degree plan and must be maintained for every semester attended. Transfer credits counts as both earned and attempted credits. Pace of Progression is calculated as earned credits/attempted credits.

2. Maximum Time Frame
The Maximum Time Frame for students to complete their degree cannot exceed 150% of the published length of the academic program.

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Program Credit Hours</th>
<th>Credit Hours Not to Exceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma in Comprehensive Nutrition</td>
<td>18</td>
<td>27</td>
</tr>
<tr>
<td>Diploma in Sports Nutrition</td>
<td>18</td>
<td>27</td>
</tr>
<tr>
<td>Associate of Science in Applied Nutrition</td>
<td>61</td>
<td>91</td>
</tr>
<tr>
<td>Bachelor of Health Science in Nutrition</td>
<td>129</td>
<td>193</td>
</tr>
<tr>
<td>Master of Science in Nutrition</td>
<td>37</td>
<td>55</td>
</tr>
</tbody>
</table>
Credit hours are counted from the first term the student entered the University, including semesters in which he or she did not receive financial aid. References: 34 CFR 668.34(a)(b)

Official Withdrawal
A student who withdraws from one or more courses after the Pell Recalculation Date (PRD)/Census Date will be issued a grade of “W”. Course withdrawals will count as attempted credit hours when measuring the maximum time frame and quantitative progress for SAP purposes, but will not be included in the GPA. A student who withdraws from all attempted credit hours during the student’s first period of enrollment with HUHS will also obtain an undefined GPA. An undefined GPA is equivalent to a 0.00 GPA.

Unofficial/Institutional Withdrawal
A student who is institutionally withdrawn from one or more courses will be issued a grade of “WF”. Institutional withdrawals will count as credit hours attempted when measuring the maximum time frame and quantitative progress for SAP purposes. A grade of “WF” counts as a grade of “F” when measuring qualitative SAP progress.

Transfer Credits
Credits officially accepted in transfer and specifically applied toward a student’s diploma or degree program will be included as credit hours attempted and earned when calculating the SAP maximum timeframe and quantitative progress.

Repeated Courses
Students receiving federal student aid may repeat a course, as allowed under HUHS academic policy and within the guidelines of federal regulation. Repeated courses will be issued a grade of “R” and count as attempted credit hours toward the quantitative and maximum timeframe SAP standards. A grade of “R” does not count in qualitative determination of SAP.

Incomplete Grades
Students receiving federal student aid may receive incomplete grades, as allowed under HUHS academic policy. A grade of incomplete will count as credit hours attempted in determining SAP. These cannot be used as credits earned in the progress standard until a successful grade is assigned. Students issued a grade of incomplete while on SAP Financial Aid Warning will not be eligible to use federal student aid for subsequent payment periods, pending the resolution of the incomplete grade.

Satisfactory Academic Progress Status
Using the qualitative (GPA) and quantitative (Pace & Maximum Time Frame) measures of progress, students may be placed on one of the following statuses:

- Satisfactory (S) is a status assigned to students who are eligible for financial aid and are meeting the minimum requirements of Satisfactory Academic Progress (SAP) standards.
- Warning (WT) is a status assigned to students who fail to meet Satisfactory Academic Progress (SAP) after the evaluation that takes place at the end of every term. It allows them to get another term of Title IV financial aid while providing
• Evaluation points
• Probation (PT) is a status assigned to students after an appeal has been granted by our Financial Aid Appeals Committee.

How Often Do We Evaluate and Notify Students of Satisfactory Academic Progress?
The Director of Financial Aid will evaluate academic progress at the end of every registered term. Students who do not meet the minimum Satisfactory Academic Progress (SAP) requirements will be notified by via the Adobe Sign program and the United States Postal mail to the permanent home address provided upon enrollment. At the end of every term, students must meet the guidelines for minimum cumulative grade point average (GPA), pace of progression/completion rate and maximum time frame. At the end of the evaluation, a student who has not met the guidelines will be placed on Warning status for his or her next academic term, but will receive Title IV financial aid for that term. The student’s academic progress will be evaluated at the end of the Warning period. A Warning status may not be assigned for consecutive terms.

If a student is making SAP at the end of the Warning period, they shall be returned to normal SAP status with no loss of Title IV eligibility. A student, who has not improved his or her standing and still fails to comply with the satisfactory academic progress policy at the end of the Warning period, will be ineligible for future aid disbursements until he or she is back in compliance with SAP standards. It is advisable for any student on Warning status to meet with both a financial aid counselor and an academic advisor to ensure future satisfactory progress and aid eligibility. The student may continue on a cash-pay basis with an approved payment plan. Arrangements for payment must be approved within 10 school days after notification of loss of SAP.

Financial Aid Satisfactory Academic Progress (SAP) Appeals
If the student does not make SAP at the end of the Warning period, they lose their Title IV, HEA financial aid eligibility. The Financial Aid Appeal process allows students who are not meeting SAP standards to petition the institution for reinstatement of Title IV aid eligibility.

Students may have the opportunity to have their financial aid eligibility reinstated by appealing the decision and being placed on Financial Aid Probation. **Students have five (5) business days after being notified to institute an appeal.** The appeal must be in writing and provided to the Director of Academics, who will meet with the Financial Aid Appeals Committee to make a decision on the appeal.

The **student must provide supporting documents and describe any unusual circumstance(s)** that the student believes deserve special consideration. The basis on which a student may file an appeal: death of a relative, an injury, or illness of the student or **other special circumstance.** The student must provide a statement as to why they did not make SAP and what has changed that will allow them to make SAP by the next evaluation point.
Once the Financial Aid Appeals Committee has made a decision, the Director of Academics will provide notification, in writing, to the student within ten (10) business days. The Committee’s decision is final.

**Note: Financial aid appeals are NOT the same as academic appeals.**

**Financial Aid Probation**  
If the Committee approves the appeal, the student will be placed in Probation status.

When a student is placed on Probation status, he or she will be required to do the following:
1. Agree to a written academic plan that specifies how the student will regain SAP. The plan may include but is not limited to mandatory tutoring, scheduled advisement sessions, extra course assignments, repeating a course for which the student received a failing grade, and/or repeating a course from which the student withdrew.
2. Sign the academic plan (a copy will be kept in the student’s file).
3. All courses must be taken at Huntington University of Health Sciences to comply with the academic plan.
4. If a student is on an academic plan and follows the plan, he or she may be eligible for another semester of aid.

Students who regain SAP at the end of the academic plan period will have regained full eligibility for Title IV, HEA funding.

**Reinstatement of Title IV, HEA Aid**  
Reinstatement of aid is limited to the period under evaluation. Students making SAP by the conclusion of the Warning or Probation period will be removed from the Warning/Probation status and will regain eligibility for Title IV, HEA funding.

****

**UNDERGRADUATE GRADE LEVEL DETERMINATION**  
Any student pursuing an undergraduate degree must be classified by grade level, as well as meet grade level progression in order to comply with the requirements of FSA and the William D. Ford Federal Direct Loan (Direct Loan) Program. Graduate students do not have grade level requirements.

Please refer to the table below to determine the grade level or the progression rate for an undergraduate student.

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman (Year 1)</td>
<td>0-30</td>
</tr>
<tr>
<td>Sophomore (Year 2)</td>
<td>31-60</td>
</tr>
<tr>
<td>Junior (Year 3)</td>
<td>61-90</td>
</tr>
<tr>
<td>Senior (Year 4)</td>
<td>91+</td>
</tr>
</tbody>
</table>


**Verification Policy**

Because students sometimes make errors on their application, there is a process for verifying each application. HUHS has the authority to contact students for documentation that supports income and other information reported on the FAFSA. The accuracy of these documents will be verified and checked for all applications the Central Processing System (CPS) selects for verification unless the student is receiving unsubsidized loans only. The CPS will select applicants for verification based on edit checks which identify inconsistencies and/or potential errors. HUHS must also verify any applications the University has reason to believe is incorrect or discrepant. **Students will not be awarded federal financial aid until verification is complete.** The full [Verification Policy](#) is available on the HUHS website.
ACADEMIC REGULATIONS

REQUEST FOR PROGRAM EXTENSION
Students may request an extension of time for their degree program to the Director of Academics. A one-year extension may be requested. Students will need to present a proposed timeline for completing the degree and a statement explaining circumstances that justify the request for an extension.

ACADEMIC INTEGRITY
Integrity in academics is the basic value in which colleges are built. Students, faculty and staff are expected to contribute frank and honest opinions, reviews and evaluations of research, and other academic and scholarly activities that are vital to promoting discussion and exchange thoughts, ideas and opinions. Intellectual growth cannot be developed or ideas stimulated without this frank exchange among college communities. However, for academic growth to occur and thrive, colleges cannot tolerate academic dishonesty such as cheating, plagiarism or misrepresenting work.

According to The Fundamental Values of Academic Integrity published by the Center for Academic Integrity there are five fundamental values that characterize an academic community of integrity:
- **Honesty** – “An academic community of integrity advances the quest for truth and knowledge by requiring intellectual and personal honesty in learning, teaching, research, and service.”
- **Trust** – “An academic community of integrity fosters a climate of mutual trust, encourages the free exchange of ideas, and enables all to reach their highest potential.”
- **Fairness** – “An academic community of integrity establishes clear standards, practices, and procedures and expects fairness in the interactions of students, faculty, and administration.”
- **Respect** – “An academic community of integrity recognizes the participatory nature of the learning process and honors and respects a wide range of opinions and ideas.”
- **Responsibility** – “An academic community of integrity upholds personal accountability and depends upon action in the face of wrongdoing.”

You may view the entire document by clicking this link [The Fundamental Values of Academic Integrity](#).

Academic dishonesty is the antithesis to core values and erodes the process by which knowledge is cultivated. An individual’s integrity is damaged by repeated offenses, along with the encapsulated academic community.

Click the link to view Huntington University of Health Sciences [Policy on Academic Integrity](#).

PLAGIARISM
Plagiarism is defined as: to steal and pass off (the ideas or words of another) as one's own: use (a created production) without crediting the source vi: to commit literary theft: present as new and original an idea or product derived from an existing source - (Webster's New Collegiate Dictionary 9th ed. (Springfield, Ma: Merriam 1981, p. 870). Huntington University of Health Sciences does not condone nor tolerate plagiarism. Click the link to view Huntington University of Health Sciences [Policy on Academic Integrity](#).
During the enrollment process students are required to sign indicating they understand the policy, will adhere to it and know the consequences for plagiarism.

**Intellectual Property Rights**
Huntington University of Health Sciences (HUHS) owns all proprietary rights, including patent, copyright, trade secret, and trademark rights, to all HUHS materials provided in conjunction with enrollment and coursework. No portion of the materials may be copied or otherwise duplicated, nor may the materials be distributed or transferred to any other person or entity. The materials are for the use of the individual student in a HUHS course. Any other use of the materials violates the enrollment. Intellectual Property rights in scholarly works belong to the faculty member or student who created the work, unless an agreement provides otherwise.

**Grievance Policy**
Huntington University of Health Sciences will ensure that student complaints are heard and properly tracked through a uniform process outlined by this policy. This process will be used by the University faculty, staff, and students to accept and process student complaints.

**Complaint Procedure**
To make a complaint, the procedure is an informal discussion of an issue and possible resolution.

**Level 1:** A complaint must be directed as soon as possible to the person or persons whose actions or inactions have raised concerns. Every effort should be made to resolve the problem promptly and fairly. If no resolution is reached between parties involved, the student may move to Level 2.

**Level 2:** The student shall process the complaint in a timely manner through the appropriate academic or administrative office.

- Academic complaints (grades, program requirements, assessment, faculty concerns, Moodle course content issues, etc.) are to be addressed to the appropriate academic dean.
  - Dean of Undergraduate Studies: Jennifer Green at jennifer.green@huhs.edu
  - Dean of Graduate Studies: Denise Wood at denise.wood@huhs.edu

- Student Service complaints (tuition, Moodle technical issues, Admissions, Registration, etc.) are to be addressed to the Director of Academics:
  - Jennifer Green at jennifer.green@huhs.edu or at 865-524-8079, Ext. 1004.

If the complaint is not resolved within one week, the student shall then proceed to the written grievance procedure.

**Grievance Procedure**
Students who have moved through Levels 1 and 2 of the complaint procedure without a resolution, may file a written grievance with the Provost at gene.bruno@huhs.edu or 865-524-8079 Ext. 7.

- After investigation and ascertaining that the complaint procedure, Levels 1 and 2, has been exhausted, the Provost will refer the grievance to the University’s Grievance Committee to address the problem. Members of the Grievance Committee are as follows: Provost; Director of Academics; the appropriate dean; and the University President.
• The grievance will be reviewed at a hearing within ten (10) business days of receiving the grievance. The hearing will take place by conference call or internet conferencing.
• The complainant and defendant shall be allowed to speak at appointed times.
• The Grievance Committee will review all relevant facts presented by both parties and will issue a written majority decision on its findings to the complainant and defendant.
• The decision of the Grievance Committee is final.

If the complaint cannot be resolved after exhausting Huntington University of Health Sciences’ grievance procedure the student may file a complaint with:

Distance Education Accrediting Commission
Address: 1101 17th Street NW, Suite 808, Washington, D.C. 20036
Telephone: 202-234-5100; www.deac.org

In compliance with the U.S. Department of Education, under the provisions of Section 668.43(b), Huntington University of Health Sciences provides its enrolled or prospective students with contact information for filing complaints with the relevant state official agency that would handle a student’s complaint, regardless of whether the state regulates the institution. See the State Authorization section on the website for information concerning individual states.

CONFLICT OF INTEREST
Huntington University’s policy is to not treat any student differently from another student in any course, outside the exceptions of medical or personal extenuating circumstances, which are evaluated on a case by case basis with administrative review. It is the responsibility of the parties who may have a conflict of interest to notify the administration immediately. If another person has evidential concerns, he/she must notify the university (email, telephone or mail).

JOB PLACEMENT DISCLAIMER
HUHS does not guarantee job placement to graduates upon program/course completion or upon graduation. The college does not provide any occupational assistance.

TECHNOLOGICAL REQUIREMENTS
HUHS courses are delivered online with the majority using the Moodle learning management system. HUHS students must have access to the Internet and an appropriate individual e-mail account in order to complete any program at HUHS. If personal Internet service is unavailable, you are encouraged to contact local libraries, schools or a public business to locate access to the Internet. The course syllabus, study guide, and examinations are all provided within the online course.

• Operating System:
  o Windows: Vista, Windows 7 or later;
  o Mac OS X: 10.8, 10.9
• Internet Connection: Minimum Download Speeds of 128Kbs, Minimum Upload Speed of 200Kbs
• Internet Browser: Mozilla Firefox 4 or greater, Safari 5 or greater, Internet Explorer 8 or greater, or Google Chrome
• **Software:** Students must have software capable of creating, editing, and saving Microsoft Office document files (.doc, .docx), Microsoft Excel (.xls, .xlsx), and Microsoft PowerPoint presentation files (.ppt, .pptx).

• **Required Plug-ins:** Windows -Flash 11.1 or greater / Mac - QuickTime 7.6.3

• **Also Required:** Webcam, Soundcard and Speakers

**INACTIVE STATUS**
The HUHS program time frame will begin at the date of enrollment in the first course. If a student exceeds the time allotted for the degree or fails to register for a course within 6 months, the student will be considered inactive. If a student desires to return to the program they must contact student services for reactivation into the program. See Reactivation Policy.

**GRADING SYSTEM**

<table>
<thead>
<tr>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 95-100 4.0</td>
<td>A 93-100 4.0</td>
</tr>
<tr>
<td>B+ 87-89 3.3</td>
<td>B+ 87-89 3.3</td>
</tr>
<tr>
<td>B 84-86 3.0</td>
<td>B 83-86 3.0</td>
</tr>
<tr>
<td>B- 80-83 2.7</td>
<td>B- 80-82 2.7</td>
</tr>
<tr>
<td>C+ 77-79 2.3</td>
<td>C+ 77-79 2.3</td>
</tr>
<tr>
<td>C 74-76 2.0</td>
<td>C 73-76 2.0</td>
</tr>
<tr>
<td>C- 70-73 1.7</td>
<td>F Below 73 0.0</td>
</tr>
<tr>
<td>D+ 67-69 1.3</td>
<td></td>
</tr>
<tr>
<td>D 64-66 1.0</td>
<td></td>
</tr>
<tr>
<td>D- 60-63 0.7</td>
<td></td>
</tr>
<tr>
<td>F Below 60 0.0</td>
<td>A grade below 73% is a failing grade for graduate students.</td>
</tr>
</tbody>
</table>

**GRADE POINT AVERAGE**
The academic standing of a student is expressed in terms of a grade point average (GPA). A grade point average is computed by dividing the total number of grade points earned at HUHS by the total number of hours attempted at HUHS.

Transfer credit may be accepted subject to the provisions found under Policy for Awarding Under-graduate Transfer and Extra-Institutional Learning Credit Policy. However, due to considerable differences in course content and instructional quality of work done at other colleges or universities, HUHS does not consider grade points for work completed at other institutions. Therefore, transfer credit neither raises nor lowers a student’s grade point average.

**LATE ASSIGNMENT POLICY**
If an assignment is submitted after the weekly completion deadline, the assignment will receive point deductions based on the late grading scale established by the University (multiple choice quizzes excluded). There is no grace period. After the original due date, the late policy applies; however, exceptions may be made in extreme hardship situations. The student must notify the course instructor as soon as possible and submit the required documentation for approval before the late point deduction can be waived. No assignments will be accepted after the course end date, including multiple choice quizzes, unless the student has submitted an Application for Incomplete Grade Form
prior to the end of the module. Students should review the full Late Assignment Policy on the HUHS website.

**STUDY TOOLS**
Your studies at the Huntington University of Health Sciences (HUHS) must be approached in an organized manner with a timely goal in mind. It is necessary that you set aside specific times each week for your studies. All students are enrolled in an Orientation course where useful information is provided for study habits, grading procedures, plagiarism, library resources, and guidance on peer-reviewed articles.

**ACADEMIC PROBATION AND SUSPENSION**
HUHS encourages persistent efforts on the part of all students. To maintain an active standing, students must:
1. Maintain a GPA of 2.00 on a 4.00 scale for undergraduate work completed at HUHS.
2. Maintain a GPA of 3.00 on a 4.00 scale for graduate work completed at HUHS.
A student on academic probation has a maximum of eight months to raise the cumulative average above the minimum standard, either by completing additional courses or repeating courses bearing inadequate grades. When an undergraduate course is repeated, the original grade is replaced by the subsequent course grade. The cost for repeating a course is determined by the contingent tuition schedule outlined in the Financial Information section of this catalog. Academic suspension will follow only if a student is unable to return to active status within eight months. Suspended students may apply for readmission to the University after a period of one year. The only exception is when a student is successfully maintaining a SAP Appeal Academic Plan; however, if a student discontinues the plan suspension will follow.

**NON-ACADEMIC DISMISSAL AND SUSPENSION**
The University reserves the right to suspend or dismiss any student at any time such action is deemed advisable. However, the University statement on due process protects students against arbitrary termination of enrollment. Huntington University of Health Sciences reserves the right to suspend or cancel classes for any reason.

**TIME COMMITMENT**
HUHS’s School of Health and Human Nutrition academic year is comprised of two 16 week semesters containing two 8 week modules per semester (fall and spring). Students may enroll and begin their program at Huntington University of Health Sciences in either the fall or spring term. The summer semester is optional and available to all students currently enrolled in a program.
The United States Department of Education requires a course to take 45 hours (work/study) per credit hour. A 3 credit hour course is estimated to take 135 hours to complete. In order to complete a course in 8 weeks the student should estimate approximately 17 hours per week of work/study time.
2019-2020 Term Dates for the
School of Health and Human Nutrition

<table>
<thead>
<tr>
<th>Semester</th>
<th>Term</th>
<th>Application Deadline</th>
<th>Financial Aid/Registration Deadline</th>
<th>Start Date</th>
<th>Add / Drop Deadline</th>
<th>Census (PRD) Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2019</td>
<td>FA1920 (1)</td>
<td>7/5/19</td>
<td>7/19/19</td>
<td>8/12/19</td>
<td>8/14/19</td>
<td>8/19/19</td>
<td>10/6/19</td>
</tr>
<tr>
<td></td>
<td>FA1920 (2)</td>
<td>7/5/19</td>
<td>7/19/19</td>
<td>10/14/19</td>
<td>10/16/19</td>
<td>10/21/19</td>
<td>12/9/19</td>
</tr>
<tr>
<td>Spring 2020</td>
<td>SP1920 (1)</td>
<td>11/29/19</td>
<td>12/13/19</td>
<td>1/6/20</td>
<td>1/8/20</td>
<td>1/13/20</td>
<td>3/1/20</td>
</tr>
</tbody>
</table>

Enrollment Modification Policy

Once the current module begins, students who wish to modify scheduled enrollment may add or drop courses within the 1st three (3) calendar days. There is no limit to the number of courses/credits that can be modified during this period and courses dropped during this period do not show up on the student’s academic record. There are financial implications to consider when adding or dropping courses. Tuition charged and financial aid may be impacted. Students who receive financial aid are strongly encouraged to consult with the Financial Aid Office. Students who wish to modify scheduled enrollment for the next module may request a schedule change at any time before the last day of the current module. Students should review the full Enrollment Modification Policy on the HUHS website to familiarize themselves with the procedure and deadlines.

Attendance Policy

Huntington University of Health Sciences is an attendance taking institution, therefore, prior to receiving a federal student aid disbursement; HUHS will verify participation in each registered course at the end of Week 1 in the module. If a student chooses not to attend the first week will be institutionally withdrawn from the course. After attendance is established, if at any point during the module a student fails to submit assignments for more than 14 consecutive days, the student will be institutionally withdrawn from the course and will receive a “WF” for the final grade. A “WF” will be counted as 0 GPA points in the GPA calculation; additionally, a “WF” will impact both pace of completion and maximum timeframe calculations. The full Attendance Policy and procedure can be found on the HUHS website.

Incomplete Grade Policy

An Incomplete "I" is a temporary grade a student may be granted at the discretion of the University when illness, necessary absence or other reasons beyond the control of the student prevent completion of course requirements by the end of the academic module. A student must meet the eligibility requirements to apply and submit all necessary documentation for review by the established deadline. See the Incomplete Grade Policy for the full policy and procedure on the HUHS website.

Course Repeat Policy

Students may repeat a course up to 2 times (maximum of 3 attempts per course). Repeated courses will be issued a grade of “R” and count as attempted credit hours toward the quantitative and maximum timeframe Satisfactory Academic Progress standards. A grade of “R” does not count in qualitative determination of Satisfactory Academic Progress. Students that have not successfully passed the course by the 3rd
attempt will be referred to the appropriate dean and further actions will be determined on a case by case basis.

**Withdrawal Policy**

**Official Withdrawal**
A student who withdraws from one or more courses after the enrollment modification period (add/drop deadline) will be issued a grade of “W”. Course withdrawals will count as attempted credit hours when measuring the quantitative standards (pace of completion and maximum time frame) of Satisfactory Academic Progress (SAP), but will not be included in the GPA. A student who withdraws from all attempted credit hours during the student’s first period of enrollment with HUHS will also obtain an undefined GPA. An undefined GPA is equivalent to a 0.00 GPA.

**Unofficial/Institutional Withdrawal**
Students in violation of the Attendance policy will be institutionally withdrawn from the course. See the Attendance policy at for further details.

The full [Withdrawal Policy](#) and procedures can be found on the HUHS website.

**Reactivation Policy**
A student is required to complete the Application for Reactivation form after being inactive for 6 months. The application will be reviewed by the Student Success Committee. After review, the student will be notified of the Committee's decision within 10 days. If approved, students must adhere to the current Admissions and Degree requirements, as well as, any requirements deemed necessary by the Committee.

**Student Records and Transcripts**
Each student’s record will be made available, upon written request of the student. Only official written transcripts bearing the school seal will be issued. A $5 transcript fee must accompany each request. A separate fee is required for each transcript recipient. HUHS will not honor transcript requests of a student who has a past due financial obligation to the university. Transcripts from other institutions found in admission files cannot be reproduced for student use. These transcripts must be obtained directly from the other institutions.

**Family Educational Rights & Privacy Act (FERPA)**
The Family Educational Rights and Privacy Act of 1974 (FERPA) affords students certain rights with respect to their education records. Huntington University of Health Sciences (HUHS) acknowledges this law as university policy.

Under the provisions of this law, students are entitled to the following privileges:

- Inspection and review of the student’s educational records.
- Request of amendments to the student’s records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student privacy or other rights.
- Consent to disclosures of personally identifiable information contained in the student’s educational records, except to the extent that FERPA authorizes disclosure without consent.
- File a complaint with the U.S. Department of Education concerning alleged failures by HUHS to comply with FERPA requirements in the instance that a complaint cannot be resolved within the University.
Requests by students to inspect, review, or amend must be submitted in writing and identify the following:
- Record the student wishes to inspect
- Signature and date

For requests to amend, students must clearly identify the portion of the educational record the student is requesting be changed, and specify why the record should be changed. If the requested change is not approved, the student will be notified of the University’s decision, and the student’s right to a hearing. FERPA regulations now allow the request to be submitted electronically.

Students are informed of those instances where FERPA authorizes disclosure without consent in the Catalog information (electronically and print).

However, FERPA allows schools to disclose student records, without consent, to the following parties:
- School officials with legitimate educational interest
- Other schools to which a student is transferring
- Specified officials for audit of evaluation purposes
- Appropriate parties in connection with financial aid to a student
- Organizations conducting certain studies for or on behalf of the school
- Accrediting organizations
- Appropriate officials in cases of health and safety emergencies
- State and local authorities

Release of student “directory” information is also permitted by FERPA. HUHS identifies “directory” information as name, address, telephone number, email address, date and place of birth, honors and awards, dates of attendance, major field of study, enrollment status, previous institutions attended, photograph or other comparable information.

Personally identifiable information (or non-releasable information) includes all information not defined as directory information and may not be released without expressed written consent of the student.

The Consent to Release must:
- Identify and authenticate a particular person as the source of the consent (whether in writing or transmitted electronically); and
- Indicate that person’s approval of the information contained in the electronic consent.

Students may control the release of directory information by completing the Request to Revoke Directory Information Release Form. Upon receipt of this form, a Privacy Hold will be placed on the student’s record.

Students who need assistance or who wish to file a complaint under FERPA should do so in writing to the Family Policy Compliance Office, sending pertinent information through mail, concerning any allegations to the following address:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901
1-800-USA-LEARN (1-800-872-5327)

Contact Us
Please contact the Registrar at 865-524-8079 extension 3 or registrar@huhs.edu if you have any additional questions or concerns about our privacy policy.

We accept the following forms by email, fax and mail.

- Consent to Release Records
- Request to Revoke Directory Information Release Form

FINAL PROCTORED EXAMINATION
Huntington University of Health Sciences requires a supervised (proctored) final examination for each course which is completed through Remote Proctor. This is a comprehensive examination that will encompass all material covered in the course. The purpose of the proctored examination is to verify that the student has a good overall understanding of the subject matter presented in the course, and the student is able to demonstrate the understanding without the aid or assistance from any person, books or outside source whatsoever. The final examination is necessary for all students enrolled in HUHS’s college credit course offerings. Regulations regarding the proctored exams are included in each study guide. Students will be required to provide proof of identification to the proctor. The government issued photo identification must match the identification provided at time of enrollment. Student will also need a webcam and microphone for the proctored exams. There is a fee Remote Proctor charges for each final exam. Go to www.remoteproctor.com for the most up-to-date information about the company proctoring our exams.

POLICY FOR AWARDING TRANSFER & EXTRA INSTITUTIONAL LEARNING CREDIT

RECOGNITION OF PRIOR LEARNING
HUHS defines extra-institutional learning as learning that is attained outside of accredited post-secondary education institutions. Students bring with them a wealth of learning from work and life experience, independent reading and study, the mass media, and participation in formal courses sponsored by associations, businesses, government, industries, the military, and unions. Credit given for prior learning is included in the maximum amount of transfer credits. No more than ¼ of the total credit hours in a degree program may be from prior learning experience. A fee of $150 for undergraduate and $225 for graduate will be charged to assess documentation of prior learning experience per each course.

TYPES OF RECOGNITION
Students must submit for review an official transcript from the accredited higher educational institution(s) previously attended to the Director of Academics. The maximum amount of transfer credit is: 6 credit hours for diploma programs, 45 credit hours for the Associate of Science in Applied Nutrition, 95 credit hours for the Bachelor of Science in Nutrition, 18 credit hours for the Master of Science in Nutrition, 9 credit
hours for the Doctor of Science in Integrative Healthcare. The Director of Academics will evaluate the transcript using the following criteria:

1. Transfer courses completed at an institution accredited by an accrediting agency recognized by the Secretary of the U.S. Department of Education or the Council for Higher Education Accreditation (CHEA); or international equivalent and documented through official transcript when the credit is applicable to the student’s degree program at HUHS. The student must receive a “C” or better for transfer credit. There is a time limit of 20 years for transfer credit on transcripts. However, consideration may be given for special cases.

2. Credit by examination with a fee of $150 for undergraduate and $250 for graduate courses (not applicable to the doctoral program). If the student fails the exam $100 for undergraduate and $200 for graduate will be applied toward the tuition. HUHS also accepts the recommendations of the American Council on Education College Credit Recommendation Service as listed in The Guide to Educational Credit by Examination. These include Advanced Placement Examinations, College Level Examination Program General Examinations (CLEP), and ACT PEP: Regents College Examinations. Semester hours of credit toward graduation earned on the basis of these tests are granted with a grade of P (Pass), and neither raises nor lowers a student’s grade point average.

3. Credit for training programs. ACE College Credit Recommendation Service evaluations as outlined in The National Guide to Educational Credit for Training Programs are accepted, subject to the student’s degree requirements.

4. Prior learning assessment. Prior Learning Assessment (PLA) is a process that enables people to gain recognition and credit for what they already know and can do. It involves the identification, documentation and assessment of learning acquired through informal or independent study, work experience, non-credit courses and other life experiences. Contact HUHS’s Student Services Department for more information. Types of courses that will be considered, include any courses offered outside of an institutional setting, such as those offered by the military, in the workplace, through apprenticeship and/or training programs, or other such programs recognized by the American Council on Education’s Center for Adult Learning and Education Credentials programs.

5. Military training. Any military training which is applicable to a diploma or degree program at HUHS will be accepted for transfer credit based on the recommendations of the American Council on Education (ACE) as outlined in the Guide to Educational Experiences in the Armed Services. To be official, all required forms must be sent directly to HUHS from the issuing authority.

    a. Veterans are required to submit DD Form 214, Armed Forces of the United States Report of Transfer or Discharge. If the veteran does not have a copy, one can be obtained, together with other in-service training records, from the General Services Administration, National Personnel Records Center (Military Personnel Records), 9700 Page Avenue, St. Louis, MO 63132.

    b. The veteran may request service records by submitting U.S. Government Standard Form 180, which is available from a state veterans affairs office, the
Veteran’s Administration, or the National Personnel Records Center. The Army/American Council on Education Registry Transcript System (AARTS Transcript) documents military training and experience and is available to Regular Army enlisted active-duty personnel; veterans with basic active duty dates falling on or after October 1, 1981, and Army National Guard enlisted personnel and veterans on the active rolls as of January 1, 1993, with pay entry basic rates/basic active service dates falling on or after October 1, 1981. Write to: AARTS Operations Center, 415 McPherson Avenue, Ft. Leavenworth, KS 66027-1373.

6. Foreign Credentials. HUHS welcomes applications from individuals with credentials from non-U.S. institutions. Such applicants may be required to first obtain an independent foreign credentials evaluation from Educational Credential Evaluators, Inc. (ECE), Post Office Box 92970, Milwaukee, WI 53202-0970, USA, telephone (414) 289-3400, fax (414) 289-3411, or another independent U.S. evaluator approved by the college. Request forms and cost information are available at the ECE website (http://www.ece.org). Foreign undergraduate applicants must obtain a general evaluation while subject evaluations will be required for individual transfer courses.

REQUEST FOR TRANSFER OF CREDIT APPEAL
In the event a request for transfer of credit is denied by the Director of Academics the student may appeals in writing to the Provost stating reasons that credit should be granted for the course(s).

TRANSFER OF CREDITS
The acceptance of transfer credits between accredited institutions (defined on the previous page) lies within the discretion of the receiving college or university. Credits earned at other institutions may or may not be accepted by HUHS. Likewise, credits earned at HUHS may or may not be accepted by another institution depending upon its own programs, policies, and regulations. Students planning to complete credit elsewhere before applying to HUHS are advised to contact the Admissions Office and check on the acceptability of credits. Likewise, any student relying on HUHS credit for transfer to or enrollment in another institution is urged to check with that institution prior to enrollment.

TRANSFERABILITY OF CREDITS DISCLOSURE STATEMENT
Per SB3789/HB3857, the State of Tennessee requires all educational institutions operating within Tennessee to provide the following transferability of credit disclosure statement to prospective students, prior to enrollment:
Credits earned at Huntington University of Health Sciences may not transfer to another educational institution. Credits earned at another educational institution may not be accepted by Huntington University of Health Sciences. You should obtain confirmation that Huntington University of Health Sciences will accept any credits you have earned at another educational institution before you execute an enrollment contract or agreement. You should also contact any educational institutions that you may want to transfer credits earned at Huntington University of Health Sciences to determine if such institutions will accept credits earned at Huntington University of Health Sciences prior to executing an enrollment contract or agreement. The ability to transfer credits from Huntington University of Health Sciences to another educational institution may be very limited. Your credits may not transfer and you may have to repeat courses previously taken at Huntington University of Health Sciences if you enroll in another educational institution.
You should never assume that credits will transfer to or from any educational institutional. It is highly recommended and you are advised to make certain that you know the transfer of credit policy of Huntington University of Health Sciences and of any other educational institutions you may in the future want to transfer the credits earned at Huntington University of Health Sciences before you execute an enrollment contract or agreement.

**TRANSFER POLICY**

- Diploma programs: One may transfer up to 6 credit hours (including prior learning and credit by examination) which satisfy the subject matter and curriculum requirements.
- Associate’s Degree: One may transfer up to 45 credit hours which satisfy the subject matter and curriculum requirements. This includes credit for prior learning and credit by examination which may count for only 15 credit hours and are included in the maximum of 45 credit hours allowed for transfer credit.
- Bachelor’s Degree: One may transfer up to 95 credit hours which satisfy the subject matter and curriculum requirements. This includes credits for prior learning and credit by examination which may count for only 32 credit hours and are included in the maximum of 95 credit hours allowed for transfer credit.
- Master’s Degree: One may transfer up to 18 credit hours which satisfy the subject matter and curriculum requirements. This includes prior learning and credit by examination which may count for only 9 credit hours and are included in the maximum of 18 credit hours allowed for transfer credit.

**LIMITS ON AWARDING TRANSFER AND EXTRA-INSTITUTIONAL CREDIT**

HUHS reserves the right to accept or reject any or all academic credits offered for transfer.
FACULTY

Kara Baisden, M.S.
Huntington University of Health Sciences, Master’s Degree in Nutrition; Eastern Oregon University B.S. in Psychology and Minor in Chemistry. She is the founder, owner, and director of Ember Education, a K-12 educational facility. Further, she is a nutritional consultant for Turning Winds Academic Institute and educator at Connections in Education. She has extensive experience counseling and educating youth in the areas of psychological, physiological, and nutritional health. Her nutritional approach is holistic, and her areas of focus include vegetarian nutrition, food allergies, herbal medicine, and exercise physiology.

Cheryl Douthat, M.A.
Milligan College, Milligan, Tennessee; Master of Education, Milligan College, Milligan Tennessee, Bachelor of Science, Organizational Management, East Tennessee State University, Undergraduate Studies. Music, Education, Early Childhood Development. Fifteen years teaching in the Tennessee Public Education System, Certified K-12, 30 years private teaching and tutoring in Music, Math and English. She was the owner of Private Daycare/Early Learning, Executive Consultant Li’l Tots Daycare. She has lectured on many subjects including Nutrition and Exercise for young athletes, and internet safety for parents and children. Her educational philosophy is to teaching individuals to become lifelong learners.

Brandy Ferrara, D.C., M.S.
National University of Health Sciences, Doctor of Chiropractic; University of Bridgeport, M.S. Human Nutrition. She has lectured in nutrition and anatomy and physiology at numerous colleges and universities in Wisconsin for over 5 years. Currently, she is working towards becoming a Certified Clinical Nutritionist and has held several clinical positions. As an intern, her main patient clientele was nutrition centered, which she treated using holistic care.

CE Gant, M.D.
BS Chemistry Hampden-Sydney College; MD University of Virginia Medical School; Family Practice Somerset Hospital, Somerville, NJ; Psychiatry Upstate Medical Center, Syracuse NY; Practiced Integrative and Functional Medicine, Psychotherapy (Gestalt Therapy, Mindfulness-based Therapies and REBT) for 35 years; Current practice at National Integrated Health Associates in Washington, DC; CMO and teaches Integrative, Functional Medicine and Genomics at the Academy of Functional Medicine and Genomics; author of several books (e.g., End Your Addiction, ADD and ADHD: Complementary and Alternative Medicine Solutions); much of life work concentrated on neuropsychological disorders and interface of neurochemistry (body), psychotherapy and neurofeedback (mind) and mindfulness meditation (spirit).

Greg Green, P.E.
Tennessee Technological University, B.S. in Civil Engineering and two minors in Math and English; Professional Licensed Engineer in the State of Tennessee; Project Manager and Designer of 85 bridges and 90 linear miles of roadway for the Tennessee Department of Transportation and numerous municipalities; Hydraulic Analysis of numerous bridges, detention ponds and storm water systems; Survey Coordinator.
Jennifer D. Green, M.S.
Huntington University of Health Sciences, M.S. Nutrition; Tennessee Technological University, B.S. Home Economics, Nutrition and Food Science with minor in Child Development, Health and Physical Education; Former Dietary Technologist, University of Tennessee Medical Center; Former Nutrition Counselor, Diabetes Clinic, University of Tennessee Medical Center; Former Nutrition Counselor, Knox County Health Department; Nutrition Educator, conducting nutrition seminars and classes; Former Director of Student Services, Family Christian Academy; Former Director of Student Services for the nation's largest Y-Teen program, Young Women's Christian Association; Former Chief Administrator for a K-12 school.

Heather Heck, D.C., M.S.A.C.N., M.P.H.
New York Chiropractic College, Doctor of Chiropractic; New York Chiropractic College, Masters of Science in Applied Clinical Nutrition; A.T Still University, Masters of Public Health; Youngstown State University, Bachelor in Biology and Chemistry. She holds her CACCP in Pediatrics from the International Chiropractic Pediatric Association; Diplomate in Acupuncture from the International Academy of Medical Acupuncture; Certified Nutrition Specialist from the Board for Clinical Nutrition Specialists. She is currently an assistant adjunct faculty at New York Chiropractic College in the MSACN program as well as an adjunct faculty at the University of Maine at Machias. She currently works as a chiropractic and nutrition specialist within two multidisciplinary clinics in Ohio. The campus integrates orthopedics, physical therapy, occupational therapy, radiology, family practice and urgent care. Chiropractic care is delivered through a variety of techniques to match varying patient presentation and needs to those of all ages. Nutritional care has been provided to a wide-range of patient presentations and many with co-morbidities including the following: metastatic liposarcoma, pre and post-surgical, ADHD, ulcerative colitis, myelodysplastic syndrome, weight loss support, fibromyalgia and anorexia. Nutritional support and intervention ranges from supplementation to diet and lifestyle modification, as well as homeopathic support and eastern medicinal herbs.

Patricia Kaufman, M.S., MBA, B.S.
Master of Science Nutrition and Functional Medicine, University of Western States; PhD Candidate in Health and Performance, Concordia University; Master of Business Administration, Marquette University; Bachelor of Science Mechanical Engineering, Marquette University; Diploma of Sports Nutrition, Huntington University; Certification in Metabolic Efficiency Training, and a member of American College of Nutrition.

Janet Leidy, D.H.Sc., M.Ac., Dipl.Ac., LMT, BCTMB
Dr. Janet Leidy is a licensed acupuncturist who is a board certified diplomate in acupuncture with the NCCAOM. She is also a Board Certified Massage Therapist. She served as the Acupuncture Studies Department Chair at the Won Institute of Graduate Studies from 2012 to 2016 and currently serves at the Won as an adjunct Professor teaching acupuncture and medical ethics courses. She has an extensive background in both the teaching and practice of bodywork and the Healing Sciences. In 2002, she founded the National Academy of Massage Therapy & Healing Sciences where she served as Executive Director and Director of Massage Therapy Education from 2002-2010. She later sold the massage school to the Lansdale School of Business, an accredited junior college in North Wales, PA. Dr. Leidy has a Doctor of Health Science degree from NOVA Southeastern University in Ft. Lauderdale, FL where she completed her capstone research on acupuncture and weight loss. She has a Master’s Degree in Acupuncture Studies from the Won Institute of Graduate Studies in Glenside, PA where she graduated as class valedictorian. Dr. Leidy also completed her Chinese Herbal Medicine Certification at the Won Institute. Her BA from Rowan University is in Nutrition and Dietetics out of the school of Home Economics.
Jessica Bisceglia, Ph.D., M.S.
University of Virginia, Ph.D. in Pharmacology; University of Virginia, M.S. in Physical and Biological Sciences; B.S. in Biology and Minor in Biochemistry. Jessica currently works in the biotechnology sector selling and supporting microscopes in academic, medical, and Pharma accounts in and around New York City. She is a certified Pilates instructor and enjoys fitness and volunteering in her community, particularly focusing on woman in STEM. Jessica has been teaching a variety of classes with Huntington University of Health Sciences since 2012.

Chris Nutting, D.C., M.S., ROHP, CFNP
Western States Chiropractic College; Certified in Functional Medicine from Functional Medicine University; International Chiropractic Pediatric Association, fellowship in pediatrics and pre-natal; examiner and writer of examination questions with the Canadian Chiropractic Examining Board; completed the Master of Science in Nutrition at HCHS; Registered Orthomolecular Health Practitioner (ROHP) which emphasizes the use of nutraceuticals in the management of many health-related health conditions. Nutritional counseling has become integrated in the practice management of many patients with a keen interest in weight management, body composition, sports nutrition, diabetes, prenatal care, and hypercholesterolemia.

Carrie G Pattison, MSOM, Lac
George Fox University, B.A, International Studies/Political Science; National College of Natural Medicine, M.S. in Oriental Medicine; New England School of Homeopathy, Certificate in Homeopathy and certification as an Acu-Detox Specialist. Carrie travels extensively as a national education/trainer for WishGarden Herbs, and is currently based in the Pacific Northwest.

Elizabeth Pavka, Ph.D., M.S., RD, LN
Cornell University, B.S., Biology and Chemistry, M.S., Nutrition; Saybrook Graduate School, Ph.D., Social Systems Design; Director, International Academy of Nutrition and Preventive Medicine; Adjunct Professor, University of North Carolina (Asheville); American Dietetic Association, Registered Dietitian; specialist in preventive nutrition and complementary therapies.

Libby Ridley, M.Ed.
University of Phoenix, Master’s degree in Education, Licensed Health Specialist, Yoga Instructor and Physical education instructor. Currently working on the D.Sc. at Huntington University of Health Science with a concentration in Clinical Nutrition. Background is in e-learning, distance learning, and curriculum development. Has taught courses in P.E., health, early childhood development, and has mentored K-12 instructors. Active member of the American Holistic Health Association, iNACOL, and travels with AdvancED to conduct accreditation reviews for online institutions.

Shaynee Roper, MEd, RD, LDN
Graduated with a bachelor’s degree in Human Nutrition and Foods from the University of Missouri and a master’s degree in Physical Education (Exercise Science) from the University of Houston. Working as a Dietitian for the last twenty five years working in small hospitals and home health/home infusion to large health systems. Also has many years’ experience teaching Nutrition at the University level.

Chris Van Dyk, M.S. Ed, B.S.
Bachelor of Science in English Education from Radford University; Master of Education with a concentration in English Language Learner Instruction from American Public University Systems. Currently pursuing a Doctorate degree in education from the Capella University. 15 years of English education experience. Mr. Van Dyk has published seven books over his professional career.
Snjezana Vranjes, Ph.D.
Eberhard Karls University of Tübingen, Germany, PhD in Immunology, Diploma-Biochemist; University of Zagreb, Zagreb, Croatia, Diploma Engineer of Medicinal Biochemistry; Herbaceuticals, Inc., writes medical backgrounds for herbal remedies; Research Associate, Clinical Scientist at Eberhard Karls University of Tübingen; Clinical Scientist, Scientific Assistant and Practicum as a Clinical Biochemist at the University of Zagreb.

Denise Wood, Ed.D., CSCS
B.A. in Health and Physical Education from Montclair State University; M.S. and Ed.D. in Exercise Science with concentrations in Motor Behavior, Sport Psychology, and Research Design/Statistical Analysis from the University of Tennessee; sport scientist with USA Track and Field/International Association of Athletics Federations in coaching education; member of the National Accreditation Committee of the US Center for Coaching Excellence; former President of the Tennessee Conference of Graduate Schools. Teaches courses in exercise science, psychology, and research.

Pamela Wren, M.L.S.
Texas Woman’s University (MLS) and University of Houston. Having satisfied her desire to work with the finest Ad Men in Texas and becoming an expert business researcher, she turned her talents to academia. Pam’s residential experience includes serving as Library Director at several universities specializing in allied health and psychology including DeVry and Argosy. She also worked as a reference librarian at SMU and the American Heart Association. Currently Pam is an online instructor at several colleges where she is also a virtual live lecturer.

ADMINISTRATION

Arthur M. Presser, Pharm.D., DHPPh
President
University of Southern California, PharmD. (Doctor in Pharmacy); Adjunct Professor and Curriculum Coordinator USC School of Pharmacy, Complementary and Alternative Medicine Program; Pharmacist licensed in the State of California; Diplomate in Homeopathic Pharmacy, British Institute of Homeopathy; Author, Pharmacist’s Guide to Medicinal Herbs, Nature Pharmacist’s Vitamin Primer, Coauthor Medicinal Herb Primer; Dietary supplement industry consultant.

Gene Bruno, M.S., M.H.S., RH(AHG)
Provost
Mr. Bruno has earned a Master of Health Science degree in Herbal Medicine from the University of New England, a Master of Science degree in Nutrition from HCHS, an Advanced Diploma in Herbal Medicine from the Australian College of Phytotherapy, and has completed doctorate level coursework in online curriculum development through Capella University. He has also working on his Doctor of Health Science degree from HUHS. In addition, Mr. Bruno is Board Certified in Holistic Nutrition (National Association of Nutrition Professionals), and holds certifications as a Nutritional Supplement Formulator (Solid Dosage Training, Inc), an Accrediting Commission Evaluator (DEAC), a Registered Herbalist (American Herbalists Guild), and an Evaluator of Distance Learning Courses for College Credit Recommendations (American Council on Education).

For almost four decades Mr. Bruno has educated and trained healthcare professionals as well as natural product retailers in nutrition and nutraceutical sciences. He has also researched and formulated hundreds of natural products for dozens of dietary supplement companies, for which he has received multiple industry awards. In addition, Mr. Bruno has written and continues to write articles on nutrition, herbal medicine, nutraceuticals and integrative health issues for trade, consumer magazines, and peer-reviewed publications. Most recently, Mr. Bruno authored two textbook chapters: “Sexual Dysfunctions and Nutraceutical Therapy: An examination of Human Research”, for Nutraceuticals and Functional Foods in Human Health and Disease
Mr. Bruno has developed both residential and distance education training programs for dietary supplement retailers, and was previously awarded the Nutrition Business Journal’s award for having developed the best training and customer service program in the natural products industry.

Robert T. Shmaeff, M.P.A., RPh
Chief Financial Officer
University of New Mexico, Bachelors of Science in Pharmacy; University of Southern California, Masters in Public Administration / Masters in Health Services Administration; Adjunct Assistant Professor of Clinical Pharmacy at the University of Southern California School of Pharmacy; Chairman, President and Chief Executive Officer of Pioneer Pharmacy Enterprises; previous Chairman of the Board of Western United National Bank.

Jennifer Green, M.S.
Director of Academics
See qualifications under “faculty”. Leads the onsite administrative staff and manages operations of the University including academic administration, student support, faculty services, enrollment, retention, evaluation of student transcripts, marketing, and technology. Oversees the development and implementation of the University’s strategic plan, coordinates academic program reviews and works with the Dean of Graduate Studies and faculty in maintaining academic program effectiveness.

Denise Wood, Ed.D., CSCS
Dean of Graduate Studies
See qualifications under “faculty”. The Dean of Graduate Studies has responsibility for administering and overseeing the University’s masters and doctoral programs. The Dean guides the program chairs and faculty in the development of the graduate curricula and standards of graduate research. Reporting to the Provost, this position also reviews graduate and undergraduate faculty performance and professional development activities and coordinates efforts with the Director of Academics.

Brandy Ferrara, D.C., M.S.
Associate Dean of Graduate Studies
See qualifications under “faculty”. The Associate Dean of Graduate Studies has responsibility for administering and overseeing the University’s Master of Science in Nutrition degree program and the Clinical Nutrition option of the Doctor of Science in Integrative Healthcare. The Associate Dean serves as an advisor and assists in guiding the program chairs and faculty in the development and coordination of the graduate nutrition curricula. Reporting to the Dean of Graduate Studies, this position also reviews graduate and undergraduate faculty performance and professional development activities and coordinates effort with the Dean of Graduate Studies and other administrative leaders.

Brittany Longnecker, A.S.
Bursar/Registrar
Associate of Science from Roane State Community College in elementary education. Responsible for financial support services, acts as a liaison between students and professors for receiving assignments and tracking grades, posts final grades, maintains transcripts, and assisting with Moodle maintenance. Also responsible for maintaining the school’s website.
Gregory Scott, B.S.
Director of Admissions
Bachelor of Science in Business Administration and Marketing from Tennessee Tech University. Responsible for managing and directing the entire admissions process. He ensures that the department follows procedures and policies regarding admissions, transcript review, applications processing, admissions interviewing and correspondence with students.

Heather Morrison-Monger, B.S.
Director of Financial Aid
Bachelor of Science in Business Administration and Bachelor of Business Administration with Concentration in Accounting, South College, graduated summa cum laude. Member of Alpha Beta Kappa Honor Society and won the Bachelor’s in Business Administration Outstanding Student Award. Responsible for organizing and supervising the Financial Aid department in administering federal financial aid funds and services. Performs standard financial aid duties such as needs analysis, verification, loan processing and satisfactory academic progress monitoring.

Holly Hauck, B.S.
Student Support Specialist
Bachelor of Science in Communications and Information, University of Tennessee, Knoxville. Responsible for providing support to ensure efficient operation of the office, answering and directing phone calls, basic data entry and editing documents and formatting.

Tammy Puckett, Ed.S.
Director of Administration
East Tennessee State University, B.S., Criminal Justice; Lincoln Memorial University, M.Ed., Curriculum and Instruction, and Ed.S. with a concentration in Educational Leadership; Accreditation Specialist with over ten-thousand hours of research and field work; Former Administrator for National Association of University Model Schools; Former Lead Instructor for K-12 Southern Association of Colleges and Schools, Association of Christian Schools International, and Association of Classical Christian Schools; Teaches Holistic and Integrative Health for Women’s Health Initiative, a non-profit that provides nutritional classes for low income families; Presents training sessions for Post-Secondary Student Success, using self-developed strategies as well as effective standards-based approach for post-secondary achievement.

Victoria Clark
E-Learning Specialist
Responsible for converting courses into an online format, maintaining the Moodle site, and providing technical support to students and faculty members.
ADVISORY COUNCIL

Bill Cox, Ed.D
Dr. Bill Cox is currently the Executive Director of the Austin Peay State University Center at Fort Campbell, KY and the academic head (dean) of the School of Technology and Public Management. He previously served at Tusculum College as the Assistant Vice President of Extended Education, Director of the Knoxville, TN Center, and Assistant Professor of Research. Bill retired as a Major from the U. S. Air Force in 1997 with over 24 years of active duty service. He holds a B.S. in Business Management from the University of Northern Colorado, an M.A. in Education Administration from Chapman University, and an Ed.D. in Higher Education Administration from The University of Alabama.

Deb McInally, M.S., C.N.
Deb McInally is a Certified Nutritionist with a Master’s degree in Nutrition from Huntington University of Health Sciences. In her private practice specializing in sports nutrition, weight management, and preventative health, she has consulted professional mountain bikers, ultra trail runners, CrossFit athletes, and beginners alike. McInally has facilitated a Wellness Program at Active.com and is a public speaker, hosting a number of nutrition workshops and seminars across the Puget Sound area.

Dan McMahan, D.Ph.
FREQUENTLY ASKED QUESTIONS

1. When do the courses begin and how do I enroll?
HUHS allows you to apply at any time. It is not necessary to wait until the beginning of a semester. Our admissions staff will communicate with you during the application process so you know the enrollment procedures.

2. Will I have any contact with the school other than by e-mail or the mail?
Yes. Our Faculty Advisors will telephone students located in the United States and Canada periodically during the course of your studies to discuss the work and make any suggestions they feel may be helpful. You may also contact HUHS by telephone. Overseas students will be contacted via e-mail. In addition, some instructors may also involve online chat rooms as an optional forum for communication.

3. After I’ve graduated, are there any initials I can use after my name to indicate my educational credentials?
Absolutely! Graduates of the diploma programs or degree programs can use the following initials, designating their educational credentials:

- Dip. CN Diploma in Comprehensive Nutrition
- Dip. SN Diploma in Sports Nutrition
- A.S. Associate of Science in Applied Nutrition
- B.S. Bachelor of Science in Nutrition
- M.S. Master of Science in Nutrition

4. What can I call myself after I have graduated?
Since there are states and/or countries that have regulations as to the educational requirements and use of various occupational titles, we suggest that you check with your state to see if there are any applicable regulations. In the United States, for example, some states have restrictions for using the title “Nutritionist” or “Nutrition Counselor”, while other states do not. In any case, the use of the “Registered Dietitian” or “Dietitian” titles is restricted to individuals who met the credentialing requirements of the Academy of Nutrition and Dietetics. Please note that none of HUHS programs are intended to lead towards a Registered Dietitian (RD) credential.

To the best of our knowledge, there are currently no U.S. federal or state restrictions for using the following titles; however it is your responsibility to check into the most current regulations in your state:

- Nutrition Specialist
- Nutrition Consultant
- Nutrition Professional
- Integrative Nutrition Specialist
- Nutritional Consultant
- Integrative Nutrition Professional

A good resource is the Center for Nutritional Advocacy or the Commission on Dietetic Registration – Certifications and Licensure.

5. Will your degree program provide an education that is comparable to what I might learn at a traditional campus based university?
We believe that our degree programs are not only comparable to what you might learn at a traditional campus based university, but that the curriculum and materials
for these programs will provide a broader, more comprehensive nutrition education in most cases.

6. **I have been working for several years as a nutrition counselor. Will HUHS’s Comprehensive Nutrition program supply me with any additional knowledge?** Because nutrition is an ever-changing and dynamic field new information is constantly becoming available. Our courses present exciting and current nutrition trends which should expand the knowledge level of all health professionals.

7. **What occupations will be enhanced by the knowledge gained from your programs?**
HUHS Programs have been designed for those in the following pursuits:
- To own a nutrition counseling business
- Writing for health and nutrition magazines
- Nutritional Product Marketers
- Owning, managing, or working in a health food store
- Providing nutrition counseling in the office of a health professional
- Working with your church or social club as a nutrition counselor
- Lecturing on health and nutrition
- Nutrition advisor to a health club or weight loss clinic
- Sports nutrition advisor to athletes or athletic teams

8. **Are HUHS degrees, diplomas and certificates of completion accepted in other countries?**
We have students and graduates all over the world and because the HUHS is nationally accredited (see Accreditation); our graduates find their HUHS credentials to be accepted as credible certification of their nutrition education. We advise that you check with your local authorities regarding their view.

9. **I am a homemaker and I would like to know which of HUHS courses would help me to better care for the health of my husband and children. I would also like to be able to prepare healthy menus for my family.**
If you would like to start gradually then we would suggest simply enrolling in one of our “non-degree level” course offerings or our basic introductory “university level” Understanding Nutrition I course. From there you can go on to other individual courses. Our courses are designed to enhance a long and healthy lifestyle.

10. **I have read several books on nutrition but have no formal nutrition schooling. Would your nutrition courses help me in my nutrition business?**
Reading on your own is excellent but you may not have obtained a good overall knowledge of nutrition. HUHS courses are specifically designed for people like you. We suggest that you review the course descriptions to see if there are courses that would be beneficial to you.
GAINFUL EMPLOYMENT DISCLOSURES

Program Name Diploma in Comprehensive Nutrition

This program is designed to be completed in 24 weeks.

This program will cost $5,976 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting but may have changed. Includes tuition and fees plus estimates for books, supplies and equipment.

Of the students who completed this program within normal time, the typical graduate leaves with $XX,XXX* of debt. * During the reporting period, fewer than 10 students completed this program with normal time. This number has been withheld to preserve the confidentiality of the students.

Program does not meet licensure requirements in the following States: (Licensure requirements are for the use of the titles such as “Registered Dietitian”, “Dietitian” and “Nutritionist” as well as offering medical nutrition therapy)

The following States do not have licensure requirements for the nutrition profession:
Arizona, Colorado, Michigan, New Jersey, Northern Miriana Islands, US Virgin Islands

The following States permit nutritional services without licensure:

Find out more about the laws in your state at The Center for Nutrition Advocacy, http://www.nutritionadvocacy.org/.

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please visit the US Department of Education’s College Scorecard.
**Program Name** Diploma in Sports Nutrition

This program is designed to be completed in 24 weeks.

This program will cost $5,939 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting but may have changed. *Includes tuition and fees plus estimates for books, supplies and equipment.*

Of the students who completed this program within normal time, the typical graduate leaves with $XX,XXX* of debt. *During the reporting period, fewer than 10 students completed this program with normal time. This number has been withheld to preserve the confidentiality of the students.*

**Program does not meet licensure requirements in the following States:**
(Licensure requirements are for the use of the titles such as “Registered Dietitian”, “Dietitian” and “Nutritionist” as well as offering medical nutrition therapy)

**The following States do not have licensure requirements for this profession:**
Arizona, Colorado, Michigan, New Jersey, Northern Miriana Islands, US Virgin Islands

**The following States permit nutritional services without licensure:**


Graduates of the Dip.S.N. program are eligible to take the International society of Sports Nutrition’s (ISSN) national board exam for Sports Nutrition Specialist (SNS).

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please visit the US Department of Education’s [College Scorecard](http://www.collegenavigator.gov/).
**Program Name** Associate of Science in Applied Nutrition

This program is designed to be completed in 2 years.

This program will cost $19,787 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting but may have changed. *Includes tuition and fees plus estimates for books, supplies and equipment.*

Of the students who completed this program within normal time, the typical graduate leaves with $XX,XXX* of debt. *During the reporting period, fewer than 10 students completed this program with normal time. This number has been withheld to preserve the confidentiality of the students.*

**Program does not meet licensure requirements in the following States:**
(Licensure requirements are for the use of the titles such as “Registered Dietitian”, “Dietitian” and “Nutritionist” as well as offering medical nutrition therapy)

**The following States do not have licensure requirements for the nutrition profession:**
Arizona, Colorado, Michigan, New Jersey, Northern Miriana Islands, US Virgin Islands

**The following States permit nutritional services without licensure:**


Graduates of the A.S. program are eligible to sit for the Holistic Nutrition Credentialing Board’s (HNCB) Board Examination.

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please visit the US Department of Education’s [College Scorecard](http://www.collegescorecard.ed.gov/).
**Program Name** Bachelor of Science in Nutrition

This program is designed to be completed in 4 years.

This program will cost $40,933 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting but may have changed. Includes tuition and fees plus estimates for books, supplies and equipment.

Of the students who completed this program within normal time, the typical graduate leaves with $XX,XXX* of debt. *During the reporting period, fewer than 10 students completed this program with normal time. This number has been withheld to preserve the confidentiality of the students.

Program does not meet licensure requirements in the following States:
(Licensure requirements are for the use of the titles such as “Registered Dietitian”, “Dietitian” and “Nutritionist” as well as offering medical nutrition therapy)

Program provides acceptance for licensure exam in the following States:
District of Columbia, Maryland, Massachusetts, Nebraska, New York

The following States do not have licensure requirements for the nutrition profession:
Arizona, Colorado, Michigan, New Jersey, Northern Miriana Islands, US Virgin Islands

The following States permit nutritional services without licensure:


Graduates of the B.S. program meet the education requirements for both the Certified Sports Nutritionist, and Body Composition Certification board exams, the Certified Clinical Nutritionist (CCN) Examination, the Board Certified in Holistic Nutrition credential, and are eligible to apply for the Certified Practitioner level membership with the American Holistic Medical Association (AHMA).

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please visit the US Department of Education’s [College Scorecard](https://collegescorecard.useducation.gov/).
**Program Name** Master of Science in Nutrition

This program is designed to be completed in 2 years.

This program will cost $17,593 if completed within normal time. There may be additional costs for living expenses. These costs were accurate at the time of posting but may have changed. *Includes tuition and fees plus estimates for books, supplies and equipment.*

Of the students who completed this program within normal time, the typical graduate leaves with $XX,XXX* of debt. *During the reporting period, fewer than 10 students completed this program with normal time. This number has been withheld to preserve the confidentiality of the students.*

**Program does not meet licensure requirements in the following States:**
(Licensure requirements are for the use of the titles such as “Registered Dietitian”, “Dietitian” and “Nutritionist” as well as offering medical nutrition therapy)

**Program qualifies students to sit for licensure exam in the following States:**
District of Columbia, Maryland, Massachusetts, Nebraska, New York

**The following States do not have licensure requirements for the nutrition profession:**
Arizona, Colorado, Michigan, New Jersey, Northern Miriana Islands, US Virgin Islands

**The following States permit nutritional services without licensure:**


Graduates of the M.S. program meet the education requirements for the Certified Clinical Nutritionist (CCN) Examination, the Board Certified in Holistic Nutrition credential, and are eligible to apply for the Certified Practitioner level membership with the American Holistic Medical Association (AHMA).

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please visit the US Department of Education’s [College Scorecard](http://www.college.scorecard.gov/).