

### **1. How do I provide proof of immunizations?**

Immunizations – Record of immunizations is NOT required for the Dietetics application. It will be required later, after the orientation in April. Immunizations were discussed in the meeting in order to alert people that there is a six-month timeframe for hepatitis vaccines.

### **2. How do I provide an unofficial copy of my USU transcripts?**

To provide an unofficial transcript to the committee:

- Log in to Banner Access
- Go to Student Records
- Click on Academic Transcript
- Print and scan into a pdf file.
- Or print to a “pdf printer” (like PDF Writer or CutePDF w GNU Ghostscript) that converts it automatically to pdf
- Send pdf file of transcript to [usudietetics@gmail.com](mailto:usudietetics@gmail.com) with your name in the subject line.

### **3. Who do I contact if I have questions about the application process?**

*After you have reviewed the application instructions and this page for the answer, then you can contact Debbie Waite, [debbie.waite@usu.edu](mailto:debbie.waite@usu.edu)*

The only time you contact Ikwo Frank is to verify that your packet is complete and letters of recommendation have been received.

### **4. Who do I make the check out to?**

USU Dietetics Program (as listed on page 1 of the application)

### **5. Where do I turn in the check?**

Main office of Nutrition, Dietetics, and Food Science in the NFS Building.

### **6. Can I change the format of the pdf form?**

The application is a fillable pdf form. The fields and formatting are fixed and cannot be edited. The font size will change if you type more than the text box is formatted to hold. Try to be concise, make every word count.

Note: The field for reference contact information on page 6 does not wrap around. Type the email address and contact phone number – it will shrink to fit.

Additionally, if you received a “P” in a course, use the “n/a” choice in the Grade Earned column in Section A and B on page 5. On section C there is no P/F option or AP course option, so please use “none.” You will need to include a brief note about it at the end of your personal statement.

Example: Note regarding additional coursework: I received a “P” in USU 1300 and USU 1330. I received AP (or ACT score) credit for MATH 1050 and ENGL 1010.

#### **7. How do I schedule an interview?**

Call Michelle Atkin in the NDFS Main Office at 435-797-2126. **DO NOT CALL the CAAS Student Support Services Office. They are not involved with this process.**