DPD Transcript Evaluation Policy

Students requesting a DPD Verification Statement or an Intent to Complete Form from the nutrition and dietetics program at NIU, MUST abide by the following:

1. Students who are graduates of institutions other than NIU, who have completed a non-accredited program in Foods and Nutrition, must provide detailed course descriptions or course syllabi for the assessment of course equivalencies. They must also, at minimum, complete 3 out of the following upper level courses in FCNS; i.e., Nutrition in Clinical Care I (FCNS 415), Nutrition in Clinical Care II (FCNS 416), Science of Nutrition (FCNS 309), Applied Nutrition (FCNS 310), Quantity Food Production (FCNS 320), Community Nutrition (FCNS 410) and Food Systems Management (FCNS 420), with a grade of “B” or better. The department feels that only in this way can we vouch for the competency of students in these areas.

2. Students who have completed a four-year degree in a field other than Nutrition and Dietetics must complete the DPD program courses before admission to M.S. degree or Dietetic Internship. They must submit transcripts for evaluations which will determine the courses necessary to take prior to admission.

3. International students whose undergraduate work was taken at a school outside of the United States or Canada, MUST write to: World Education Services, Inc., PO Box 745, Old Chelsea Station, New York, NY 10011, to get a course-by-course evaluation of their credentials before they can be officially evaluated. A four year degree or its equivalent is required. These students are also required to pass the TOEFL exam. The fees charged by World Education Services can be found at http://www.wes.org

A fee of $75 will be charged by NIU for evaluating World Education Program Evaluation, and $25 for each additional transcript. There is a separate fee charged by World Education Services. There is no charge for evaluating transcripts from NIU.

Fee Schedule for evaluating Transcripts (Checks are to be made out to “Northern Illinois University”):
   a. No charge for evaluation of transcripts from NIU
   b. $50 for evaluation of 1st U.S. transcript
c. $25 for each additional U.S. transcript.
d. $75 for evaluation of World Education Program Report

All evaluations will include:
   a. A list of NIU courses to complete deficiencies,
   b. An “Intent to Complete” form when the student is in her/his last year of courses,
   c. A DPD Verification Statement if the courses listed in the “Intent to Complete” form are completed (in last 3 years) at NIU (the evaluation does NOT include a DPD Verification Statement if courses are taken elsewhere).

If you would like to proceed with having your transcript evaluated please send a check made payable to “Northern Illinois University” and send to:
Attn: Dr. Judith Lukaszuk
DPD Director
Family, Consumer and Nutrition Sciences
Northern Illinois University
DeKalb, IL 60115