

NUTRITION & FOODSERVICE PROFESSIONAL  
 ONLINE TRAINING PROGRAM  
 STUDENT APPLICATION

Student Name: \_\_\_\_\_  
 Last First MI

Present Address: \_\_\_\_\_  
 Street City State Zip

Telephone: \_\_\_\_\_  
 Home Cellular Work

Date of birth: \_\_\_\_\_ Email: \_\_\_\_\_  
 Home Work

Current Employment Information: \_\_\_\_\_  
 Present employer

\_\_\_\_\_  
 Street City State Zip

Current position Previous position

**Work History:**

Please list food service or dietary work history during the past 5 years:

| Position | Employer | Years worked |
|----------|----------|--------------|
|----------|----------|--------------|

| Position | Employer | Years worked |
|----------|----------|--------------|
|----------|----------|--------------|

**Educational History:**

☐ High School Diploma    ☐ GED    ☐ International Secondary Educational Degree

Received from: \_\_\_\_\_

Location (City and State): \_\_\_\_\_ Graduation date: \_\_\_\_\_

Have you completed any post-secondary education? ☐ Yes ☐ No

School name: \_\_\_\_\_

Location (City and State): \_\_\_\_\_ Dates attended: \_\_\_\_\_

Program of study: \_\_\_\_\_

What are your career goals? \_\_\_\_\_

How did you hear about the Program?

☐ Online Search    ☐ CSUSB    ☐ Flyer    ☐ Staff/Co-Worker    ☐ Personal Referral

☐ ANFP Website

☐ Other (Please state): \_\_\_\_\_

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The CSUSB College of Extended and Global Education, Nutrition & Foodservice Professional Program is a total of 270 clock hours, which are required to complete the program.

Completion date will be 365 days after start date. An extension of ninety (90) days will be available to students who have completed a minimum of 50% of the program.

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Tuition and Fees  
Payable to CSUSB College of Extended and  
Global Education

**Cost**

\$4000 (includes Registered Dietitian Preceptor)

Textbooks ordered from ANFP

**Additional costs (not included in tuition)**

\$285 (subject to change without notice)

Discount offered by ANFP if a member.

ANFP pre-prof. membership (*optional*)

\$65 (subject to change without notice)

Cost to take CDM exam

\$400 (subject to change without notice)

- ☐ I have access to a computer with high speed internet to complete a web-based program.
- ☐ I have a minimum of basic computer proficiency to create documents, send email and attach documents.
- ☐ I have completed the Field Experience Site and Preceptor Agreement, which is required to complete this program.
- ☐ I am ready to begin the program now OR ☐ I will be ready to start the program on \_\_\_\_\_

**ACKNOWLEDGEMENT OF ENROLLMENT AGREEMENT**

This is a legally binding agreement when signed by the student and accepted by the university. Your signature on this agreement acknowledges that there is not misrepresentation of identity, and you have been given reasonable time to read and understand it. As a student, you will pledge to uphold high standards of academic honor. Please retain a copy of this agreement if submitting by mail or electronically.

My signature below certifies that I have read, understood, and agree to my rights and responsibilities and that the Nutrition and Foodservice Professional Training Program does not allow transfer or refunds.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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**FIELD EXPERIENCE SITE AGREEMENT**

Student Name: \_\_\_\_\_  
Last First MI

A healthcare facility is your field experience site and you will need the support of the facility to enroll in this program. Students of the online program will be receiving field experience in LTC at their "home" facility so will be exposed to a variety of quantity cooking and modified diets in the healthcare setting. Many facility types may be used such as skilled nursing, geriatric psychiatric facilities, assisted living, acute care hospitals, individuals with intellectual disabilities care facilities and sub-acute healthcare facilities. The facility will also need to provide access to mentors to help you with your Field Experience Learning Activities. Some of the assignments in clinical nutritional care require a Registered Dietitian to be the Preceptor (who has a minimum of one-year experience). Program tuition includes 150 hours of Registered Dietitian Preceptor online.

Field Experience Site: \_\_\_\_\_  
Facility Name

Street City State Zip  
Telephone Fax

**TYPE OF FACILITY**

- ☐ Acute Care Hospital  
☐ Psychiatric Hospital  
☐ Long Term Care Facility  
☐ Home for Disabled  
☐ Other (specify): \_\_\_\_\_

**FACILITY IS CURRENTLY ACCREDITED/APPROVED**

- ☐ Joint Commission Date \_\_\_\_\_  
☐ Title XVIII Date \_\_\_\_\_  
☐ Title XIX Date \_\_\_\_\_  
☐ CMS and State Dept. Health Date \_\_\_\_\_

Number of staff in foodservice department \_\_\_\_\_ Number of beds \_\_\_\_\_

☐ Above student is an employee of this facility. Position: \_\_\_\_\_

Is this facility used for other allied health educational programs? ☐ No ☐ Yes- please list:

☐ Facility maintains professional liability insurance as appropriate for employment activities and/or educational program of this student.

☐ Administrative Contact

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Signature on this Agreement acknowledges that there is not misrepresentation of identity, and you have been given reasonable time to read and understand it. As the Field Experience Site, you will pledge to uphold high standards of academic honor and assist the student to complete their Field Learning Activities. The Field Experience Site agrees to provide the Field Registered Dietitian Preceptor and/or Field Trainers at facility expense.

Administrator Name Position/Title Signature Date

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**PRECEPTOR AGREEMENT**

Student Name: \_\_\_\_\_  
Last First MI

The Nutrition and Foodservice Professional Online Training Program requires 150 hours of field experience in a healthcare facility to learn the practical application and management of dietary services.

The CSUSB College of Extended and Global Education tuition payment includes the Registered Dietitian Preceptor oversight needed to complete the course as assignments are submitted online to the Online Registered Dietitian Preceptor. This relieves the healthcare facility of the expense of student management while also ensuring a high-quality educational program with consistent standards for field experience.

The Online Dietitian Preceptor is responsible for the 150 hours of field experience and supervising the nutrition-related hours. Each field experience student is precepted by a qualified preceptor with no less than one year of post-registration/certification, full-time equivalent employment in a practitioner role.

The Lead Online Registered Dietitian Preceptor for the CSUSB, CEGE Nutrition & Foodservice Professional Online Training Program is:

Janet Montano, RDN

CDR# 713269

[Janet.Montano@nutricopiaonline.com](mailto:Janet.Montano@nutricopiaonline.com)

Program tuition includes 150 hours of Registered Dietitian Preceptor online.

The facility will also need to provide access to mentors to help you with your Field Experience Learning Activities. Some of the assignments in clinical nutrition care require an onsite Dietetic Technician or Registered Dietitian to be the Preceptor (who has a minimum of one year experience). The facility Certified Dietary Manager may also act as your Trainer for many of the Field Experience Learning Activities.

Facility RDN Preceptor: (Required) \_\_\_\_\_

Name CDR# State

Address: \_\_\_\_\_

Street City State Zip

Telephone: \_\_\_\_\_

Home Cellular Email

DTR Trainer (Optional) Name: \_\_\_\_\_ DTR # \_\_\_\_\_

CDM Trainer (Optional) Name: \_\_\_\_\_ CDM# \_\_\_\_\_

Signature of Preceptors/Trainers on the Agreement acknowledges that there is not misrepresentation of identity and you have been given reasonable time to read and understand it. As a Preceptor/Trainer you will pledge to uphold high standards of academic honor and assist the student to complete their Field Learning Activities. The Field Experience site agrees to provide the Field Registered Dietitian Preceptor and optional Field Trainer at facility expense. Field Preceptors are not compensated by CSUSB, College of Extended and Global Education. **Please attach copies of current license, registration or certification for each preceptor.**

**REQUIRED:** Facility RDN Preceptor Signature Date

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|                       |           |      |
|-----------------------|-----------|------|
| Optional: DTR Trainer | Signature | Date |
|-----------------------|-----------|------|

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|                       |           |      |
|-----------------------|-----------|------|
| Optional: CDM Trainer | Signature | Date |
|-----------------------|-----------|------|

For further information about the Nutrition & Foodservice Professional Online Training Program, please visit <https://www.nfsponline.com>

For assistance with application process or forms:

Please contact: NFSP Program Coordinator

Email: [nfspinfo@nutricopiaonline.com](mailto:nfspinfo@nutricopiaonline.com)