**Documentation of Coursework Form**

**Instructions for Completion of Tables:**

1. Complete the name of the College/University where the course was completed. If you have taken a course at another institution, and it has been officially substituted for the listed K-State course, ***please do not change the course title or course number.***
2. List the Term and Year the course was completed in the appropriate column.
3. List the number of credits the course was worth. For example, Basic Nutrition is 3 credit hours at K-State. ***If you are currently in a course, please list “0”.***
4. List the Grade you earned in the appropriate column. ***If you are currently taking the course, please list it as “I” (incomplete).*** For repeated courses, list the highest grade earned.
5. List the number of grade points you earned for each course in the appropriate column. A grade of “A” is worth 4 points per credit hour and a grade of “B” is worth 3 points per credit hour. [Example: if you took a 3 credit hour course and received an “A” grade, you would take 3 credit hours x 4 points = 12 grade points]. ***If you are currently in a course, you would put “0”.***
6. Total the credit hour column and include the total number of credit hours at the bottom of the column.
7. Total the grade points and include the total grade points at the bottom of the column.
8. Calculate GPA. GPA = Total Grade Points/Total Credits.

**Professional Course GPA Table:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1.College where Taken** | **Course Title** | **Course #** | **2.Term & Year** | **3.Credits** | **4.Grade Earned** | **5.Grade Points** |
|  | Careers in Nutrition & Dietetics | FNDH 130 |  |  |  |  |
|  | Basic Nutrition | FNDH 132 |  |  |  |  |
|  | Food Production Management | FNDH 342 |  |  |  |  |
|  | Human Nutrition | FNDH 400 |  |  |  |  |
|  | Science of Food | FNDH 413 |  |  |  |  |
|  | Financial Management in Dietetics | FNDH 426 |  |  |  |  |
|  | Nutritional Assessment | FNDH 450 |  |  |  |  |
|  | Lifespan Nutrition | FNDH 510 |  |  |  |  |
|  | Counseling Strategies in Dietetics | FNDH 515 |  |  |  |  |
|  | Intro Research in Dietetics Practice | FNDH 570 |  |  |  |  |
|  | Public Health Nutrition | FNDH 600 |  |  |  |  |
|  | Nutrient Metabolism | FNDH 620 |  |  |  |  |
|  | Clinical Nutrition I | FNDH 631 |  |  |  |  |
|  | Clinical Nutrition II | FNDH 632 |  |  |  |  |
|  |  |  | **6/7.TOTALS** |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  | **8.GPA:** |  |

**Use the space below to add any additional comments, explanations or information about the above courses that you believe could assist the admissions committee in their deliberations.**

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**Science and Math Course GPA Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1.College where Taken** | **Course Title** | **Course #** | **2.Term & Year** | **3.Credits** | **4.Grade Earned** | **5.Grade Points** |
|  | Principles of Biology | BIOL 198 |  |  |  |  |
|  | Human Body I **OR** Anatomy & Physiology | BIOL 341 **OR** KIN 360 |  |  |  |  |
|  | Human Body II ***(please leave blank if you took KIN 360)*** | BIOL 342 |  |  |  |  |
|  | Food & Health **OR** General Microbiology | FNDH 340 **OR** BIOL 455 |  |  |  |  |
|  | Chemistry I | CHM 210 |  |  |  |  |
|  | Chemistry II | CHM 230 |  |  |  |  |
|  | General Organic Chemistry **OR**  Intro Organic & Biochemistry | CHM 350 **OR** BIOCH 265 |  |  |  |  |
|  | General Biochemistry ***(please leave blank if you took BIOCH 265)*** | BIOCH 521 |  |  |  |  |
|  | College Algebra | MATH 100 |  |  |  |  |
|  | Statistics | STAT 325 |  |  |  |  |
|  |  |  | **6/7.TOTALS** |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  | **8.GPA:** |  |

**Use the space below to add any additional comments, explanations or information about the above courses that you believe could assist the admissions committee in their deliberations.**

Have you officially declared a secondary major or minor? \_\_\_\_ Yes \_\_\_\_ No

If yes, please designate:

GPA for secondary major/minor:

Overall Dietetics GPA: