INSTRUCTIONS FOR DIETETIC TECHNICIAN (DT) PATHWAY

DPD Transcript Evaluation for Declaration of Intent:

1. Collect official copies of transcripts of community colleges, colleges, and universities which you have attended.

2. You may use an unofficial SJSU transcript, website printout of courses taken and grades received from SJSU.

3. Complete the Declaration of Intent Form and DPD coursework checklist.

4. Attach a check for $25 made payable to SJSU

5. Submit a complete set of transcripts, declaration of intent form, DPD coursework checklist, and check as one packet to the NUFS department.

6. Allow approximately two weeks for the evaluation and preparation of Declaration of Intent / Verification Statement.

DPD Verification Statement

1. The Declaration of Intent is the first document issued upon transcript evaluation by the DPD Director. The Verification Statement is the last document issued upon graduation.

2. When you have completed all the courses listed on the Declaration of Intent, you should request that the final Verification Statement be issued to you. No additional fee is required. During summer breaks, please allow 6 weeks.

3. When requesting the final Verification Statement, you need to provide your official transcript indicating the completion of each course on the Declaration of Intent. Please note that official transcripts are required for all courses completed outside of SJSU, i.e., Community Colleges, etc.

4. Please verify that your official transcript states “Degree Conferred with Concentration in Dietetics” before requesting the Verification Statement.

5. Verification Statement is the final form you will need for this evaluation. You will receive a total of 5 copies of this statement. One copy is used for each of the following:
   a) To submit to the DPD Director
   b) For the DTR or R.D. exam
c) To apply for AND membership

d) For some state license/certificate (not required in California)

e) Others

Registration Eligibility Requirements for Dietetic Technicians

Completion of a Baccalaureate degree granted by a US regionally accredited college/university, or foreign equivalent, and completion of Accreditation Council of Education in Nutrition and Dietetics (ACEND) accredited Didactic Program in Dietetics (DPD) or Coordinated Program in Dietetics (CP).

For security reasons, all candidates must be processed through the CDR REPS for eligibility to take the examination by their DPD Program Director.

All candidates must complete and submit the following to the DPD Director:

1. Registration Eligibility application, available on CDR’s Web site at: https://www.cdrnet.org/program-director/student-instructions
3. Copy/Proof of AND membership
4. An official transcript
5. Students will need to complete the demographic information to ensure their application can be processed.

For further assistance with the eligibility examination process, please go to the CDR website: https://www.cdrnet.org/certifications/dietetic-technician-registered-dtr-certification

Please note: DT paperwork will be processed by the DPD Director to be sent to the Commission for Dietetic Registration (CDR).

Examination Candidate Information and Study Resources

Computer-Based Testing FAQ:


Important Information

- Students may do the support courses listed in the DPD course requirements advising sheet at Community Colleges as long as the classes articulate and are equivalent to courses offered at San Jose State University. These courses are all below 100 level and
also include NUFS 8 Nutrition for Health Professions. Please refer to www.assist.org for more information on articulation.

- All major requirements listed in the DPD advising sheet including Chem 132 Biochemistry and Chem 132 (L) Biochemistry Lab must be taken at San Jose State University (SJSU).

- Students may not transfer more than two DPD major courses from other four-year colleges to be eligible for the DPD Verification Statement from SJSU.

- SJSU Department of Nutrition, Food Science and Packaging program requires a 7-year recency from the date of transcript evaluation on all science based support courses and DPD courses. Students will be required to repeat courses completed more than 7 years prior.

- DT paperwork will be processed by the DPD Director to be sent to Commission for Dietetic Registration (CDR).