

## VERIFICATION STATEMENT

(Program Director: See Guidelines on Reverse Side)

I verify that the graduate indicated below entered and completed the requirements of the specified dietetics program at a time when the program was accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND®) of the Academy of Nutrition and Dietetics.

### Type of Program (select one):

<input type="checkbox"/>	Dietetic Internship Program (DI)
<input type="checkbox"/>	Coordinated Program in Dietetics (CP)
<input type="checkbox"/>	Didactic Program in Dietetics* (DPD)
<input type="checkbox"/>	DPD with an Individualized Supervised Practice Pathway (ISPP)
<input type="checkbox"/>	Dietetics Program with an ISPP for Doctoral-Degree holders
<input type="checkbox"/>	Nutrition and Dietetics Technician Program (DT)

<input type="checkbox"/>	Future Education Model Graduate Program (FG)
<input type="checkbox"/>	Future Education Model Bachelor's Program (FB)
<input type="checkbox"/>	Future Education Model Associate Program (FA)
<input type="checkbox"/>	Foreign Dietitian Education Program (FDE)
<input type="checkbox"/>	International Dietitian Education Program (IDE)

### Graduate Being Verified:

Last Name	First Name	Full Middle Name
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Maiden Name

### Program Director:

Original Signature of Program Director  
(Do not sign with black ink)

Name of Institution

Name

4-Digit CDR Program Code

Title

Address

Division/Department

City/State/Zip

Date Form Signed by Program Director  
(on or following the date of program requirements completion)

Program Requirements Completed  
(DATE FORMAT: MM/DD/YYYY)

\* This form should not be used to verify completion of Plan IV or other ADA-approved programs in existence before 1991. Graduates of Plan IV Programs must complete the current ACEND-accredited academic requirements in order to be issued a verification statement.

## Verification Statement Guidelines

### Purpose

Verification of completion of dietetics programs is the method used by the Accreditation Council for Education in Nutrition and Dietetics (ACEND<sup>®</sup>) to ensure that:

- academic and supervised practice (or experiential learning) requirements for membership in the Academy of Nutrition and Dietetics have been met; or
- Commission on Dietetic Registration (CDR) eligibility for the registration examinations for dietitians or dietetic technicians have been met.

At various times in preparing for professional membership or registration, a graduate will be asked to supply verification of both academic and supervised practice (or experiential learning) qualifications. Therefore, it is the responsibility of the program director of the ACEND accredited program to provide the appropriate number of Verification Statements and the responsibility of the graduate to safeguard them until the time they are to be used in various application processes.

### Who Completes

This form is to be completed and supplied by the appropriate program director. The signature must be that of the program director on record with ACEND when the form is signed. The form must be signed on or following the date of program completion. Statements that are pre-dated or pre-issued are invalid. Program completion date and signature date must include month, day and year. Statements must be signed in a color ink other than black to distinguish the original from a photocopy. As program director, you may wish to affix your institutional seal on this form.

### Verification Statements Required

The program director must issue the following number of Verification Statements for each graduate who successfully completes program requirements, **all of which must have an ORIGINAL signature of the program director**. Photocopies are unacceptable.

### Verification Statements must be distributed as follows:

- 1. Didactic Program in Dietetics (DPD) and Foreign Dietitian Education Program (FDE)**—Verifies completion of both dietetics program and degree requirements:
  - Provide as many originals as needed to each graduate to submit when applying to or accepted to an ACEND accredited Dietetic Internship Program.
  - Provide at least six (6) originals to each graduate for his/her personal file to use when applying for state licensure/certification, membership in The Academy of Nutrition and Dietetics, etc.
  - Retain one (1) original indefinitely in the student/graduate file at the university.
- 2. Nutrition and Dietetics Technician and Coordinated Programs, DPD with an Individualized Supervised Practice Pathway (ISPP), and Dietetics Program with an ISPP for doctoral-degree holders**—Verifies completion of didactic, supervised practice and degree requirements:
  - Provide six (6) originals to each graduate for his/her personal file to use when applying for employment, state licensure/certification, membership in The Academy of Nutrition and Dietetics, etc.
  - Retain one (1) original indefinitely in the student/graduate file at the university.
- 3. Dietetic Internship**—Verifies completion of supervised practice requirements:
  - Provide six (6) originals to each intern/graduate for his/her personal file to use when applying for employment, state licensure/certification, membership in The Academy of Nutrition and Dietetics, etc.
  - Retain one (1) original indefinitely in the intern/graduate file at the university/organization.
- 4. International Dietitian Education Program**—Verifies completion of didactic and supervised practice requirements:
  - Provide six (6) originals to each intern/graduate for his/her personal file to use when applying for employment, state licensure/certification, membership in The Academy of Nutrition and Dietetics, etc.
  - Retain one (1) original indefinitely in the student/graduate file at the university/organization.
- 5. Future Education Model Graduate (FA), Bachelor's (FB) and Associate (FA) Programs**—Verifies completion of didactic and experiential learning requirements:
  - Provide six (6) originals to each graduate for his/her personal file to use when applying for employment, state licensure/certification, membership in The Academy of Nutrition and Dietetics, etc.
  - Retain one (1) original indefinitely in the student/graduate file at the university/organization.

