UMT | SFAS
School of Food and Agricultural Sciences

IUFoST

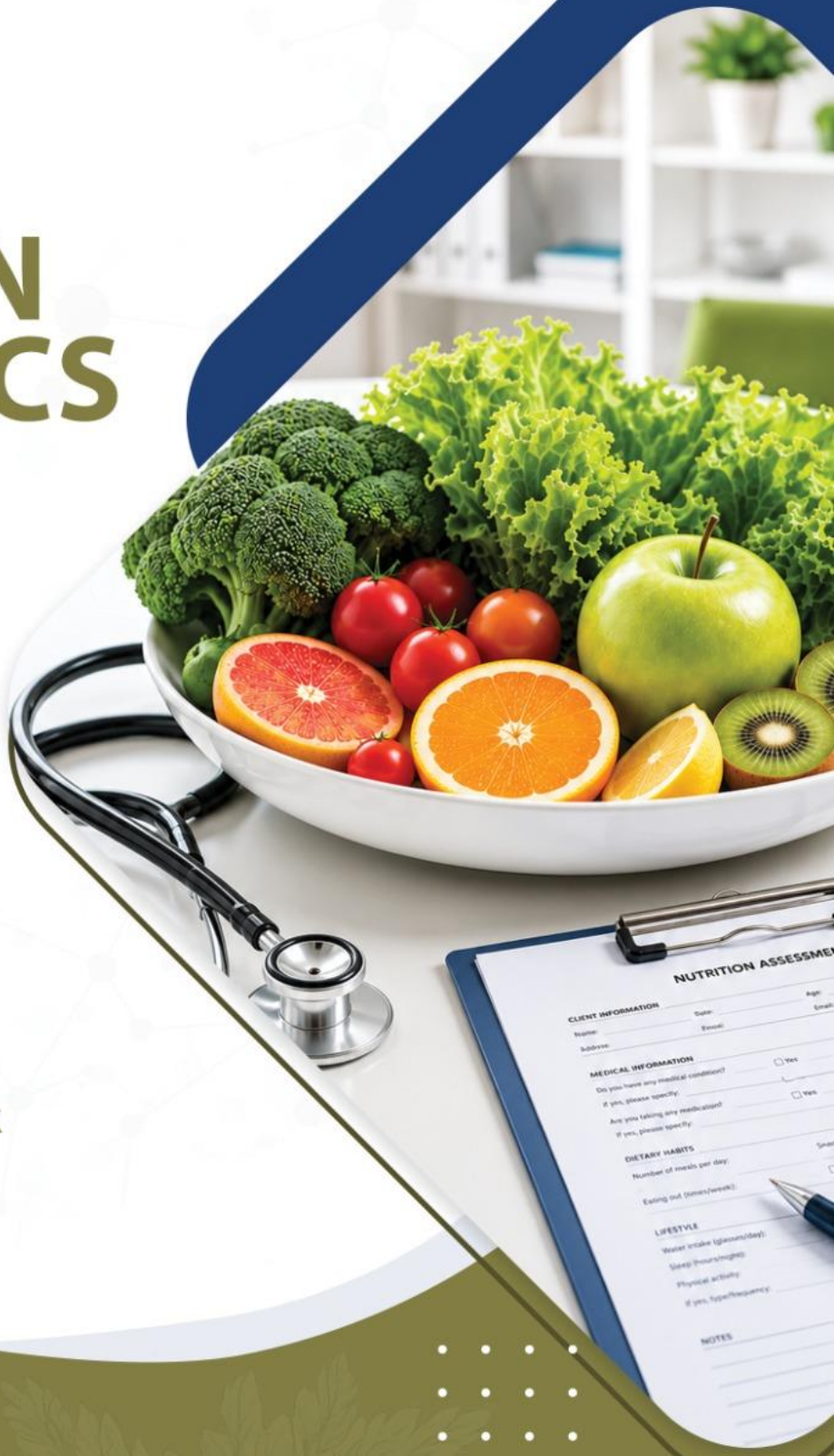
NAEAC

Undergraduate Program IFT Approved for 2020-2025

Department of Human Nutrition and Dietetics, School of Food and Agricultural Sciences

HUMAN NUTRITION AND DIETETICS

Undergraduate Program



Student's Handbook
Policies & Procedures

Academic Year 2025-2026

Department of Human Nutrition and Dietetics

Dean's Message

Dear Students,

A warm welcome to the School of Food and Agricultural Sciences (SFAS) at UMT

SFAS was established with the sole aim of developing and applying the science and scholarship of agriculture, food, as well as human nutrition, and dietetics for the wider benefit of society through continued excellence in education, research, innovation, and professional development.

To address the challenges and contemporary issues faced by the farmers, food industry professionals, and nutrition practitioners across Pakistan, the school integrates recent advances in food processing and agriculture, as well as human nutrition and dietetics in its curriculum, to produce professionals equipped with excellent academic and research skills, and who in turn can make significant contributions to the agricultural and food industries of Pakistan, Pakistan's economy and health and wellbeing of people of Pakistan. SFAS is an excellent destination for students interested in pursuing careers in food science, human nutrition and dietetics. Furthermore, our innovative teaching and research programs provide a diverse range of career opportunities for graduates across Pakistan and internationally.

The school boasts world-class education and research facilities in the domain of food science and agriculture and human nutrition and dietetics, with the capability of addressing both domestic and national issues in these domains. The prime aim of these facilities is to enable and aid our crop of highly-skilled food science, and nutrition professionals in producing sustainable and innovative foods for an increasing population and delivering sophisticated, safe, and wholesome food along with health solutions to our community through continued research and development. Concurrently, environment, climate change, sustainability and socioeconomic challenges are gaining prominence and greater relevance in the context of agriculture, food, nutrition, business and policy-making.

With an excellent job placement rate, our distinguished and multi-faceted faculty equips graduates with class-leading knowledge and skills, crucial to succeeding in today's global economy, as well as fostering curiosity, impact, and hypotheses-driven research. I welcome you to join SFAS and become a part of an exciting and rewarding journey.

Sincerely,

Nauman Khalid, PhD, FIFST, FHEA, MIFT, MEFFoST
Dean/Professor
Editor-in-Chief, Nutrition and Health
Associate Editor, Frontiers in Nutrition
Board Member, ACS Food Science and Technology

HUMAN NUTRITION AND DIETETICS UNDERGRADUATE PROGRAM

Table of Contents

HUMAN NUTRITION AND DIETETICS UNDERGRADUATE PROGRAM (BS)

1. Vision and Mission Statements

1.1. University Vision

Our Vision is Learning

It defines our existence, inspires all stakeholders associated with us, creates a powerful momentum inside, and responds to the challenges outside. It continues to evolve as present captures new realities and foresight unfolds new possibilities. All in an incessant attempt to help individuals and organizations discover their God-given potentials to achieve Ultimate Success actualizing the highest standards of efficiency, effectiveness, excellence, equity, trusteeship and sustainable development of global human society.

1.2. University Mission

Our Mission is Leading

We aspire to become a learning institution and evolve as the leading community for the purpose of integrated development of the society by actualizing strategic partnership with stakeholders, harnessing leadership, generating useful knowledge, fostering enduring values, and projecting sustainable technologies and practices.

1.3. Department Vision

The Department of Human Nutrition and Dietetics is aimed at offering the opportunity to provide comprehensive educational and research experience in the domain of nutrition and allied sciences

1.4. Department Mission

The enduring mission of the Department of Human Nutrition and Dietetics is to produce high quality consummate professionals who can deliver excellence in service to society through careers in the domains of food, nutrition, dietetics, academia, and research.

1.5. Program Mission

The BS Human Nutrition and Dietetics program aims to prepare graduates for careers in the domains of human nutrition and dietetics by equipping them with the knowledge, skills, and competencies required for promoting health and wellness through nutritional interventions. The program endeavors to produce high-quality professionals capable of delivering excellence across academia, research, healthcare, and public engagement. The program mission is fully aligned with the institutional mission of UMT, as both emphasize knowledge generation, leadership development, societal impact and sustainable development, and industry-relevant professional education.

2. Human Nutrition and Dietetics Undergraduate Program (BS)

2.1. Program Summary

The BS Human Nutrition and Dietetics Program at School of Food and Agricultural Sciences (SFAS), University of Management and Technology (UMT) is a four-year undergraduate degree offered by the Department of Human Nutrition and Dietetics within the SFAS, UMT, Lahore, Pakistan. The program is designed to prepare graduates with strong scientific, professional, and research competencies in the fields of human nutrition, dietetics, food systems, and community health. The degree awarded upon completion is Bachelor of Science in Human Nutrition and Dietetics (BS HND). The program is delivered primarily through onsite, face-to-face education supported by laboratory training, research activities, and supervised experiential learning.

The BS HND program at SFAS emphasizes the application of nutrition science to health promotion, disease prevention, dietary management, food functionality, and public health nutrition. The curriculum integrates foundational sciences with applied nutrition and dietetics training, enabling students to understand nutrient function at cellular, systemic, and whole-body levels and their relationship with health and disease. The program also promotes research-oriented learning, innovation, and community engagement to prepare graduates for careers in academia, healthcare, food industries, research institutions, governmental organizations, and public health sectors.

Over the last six years, the program has experienced substantial academic growth and curricular refinement. The Department of Human Nutrition and Dietetics expanded its academic offerings from conventional nutrition sciences toward a broader and more interdisciplinary human nutrition and dietetics framework aligned with contemporary national and international educational trends. During this period, the curriculum was revised to strengthen competency-based education, experiential learning, outcome-based assessment, and research integration.

The program has also strengthened its quality assurance and accreditation profile. The BS Human Nutrition and Dietetics program is accredited by the **National Agriculture Education Accreditation Council (NAEAC),** HEC, Pakistan. In addition, the program has initiated alignment efforts with international standards through submission and recognition processes associated with ACEND-related frameworks. These developments have significantly influenced curriculum enhancement, program evaluation systems, faculty development, supervised practice planning, and student learning assessment strategies.

The Department of Human Nutrition and Dietetics at SFAS continues to expand its research and academic activities through interdisciplinary collaboration and applied nutrition research. The program contributes to addressing regional and national concerns related to malnutrition, food security, lifestyle disorders, maternal and child nutrition, exercise nutrition, dietary interventions, and sustainable food systems, thereby supporting UMT's broader mission of academic excellence, innovation, and community impact.

2.2. Accreditation Status

National Accreditation: NAEAC Accredited (X2 Category)

The BS Human Nutrition and Dietetics program is accredited by the **National Agricultural Education Accreditation Council (NAEAC)** under the **X2 Category**, reflecting compliance with national quality standards in higher education and professional training in nutrition and dietetics.

International Recognition: ACEND Pre-candidacy

The program holds **ACEND Pre-candidacy Status** from the **Accreditation Council for Education in Nutrition and Dietetics (ACEND)**, the accrediting agency of the **Academy of Nutrition and Dietetics (AND), USA**. ACEND is

internationally recognized for accrediting educational programs that prepare students for professional practice in nutrition and dietetics.
The combination of NAEAC accreditation and ACEND pre-candidacy demonstrates the program's commitment to academic excellence, continuous quality improvement, and alignment with both national and international standards in nutrition and dietetics education.

2.3. Program Goals

1. To equip graduates with comprehensive knowledge of human nutrition, including the role nutrients play in regulating health, growth, and disease, as well as the application of principles of dietetics across the lifespan
2. To help graduates in developing capabilities for assessment, planning, implementation, and evaluation of nutrition care plans, and public health interventions (evidence-based professional practice) through the utilization of contemporary scientific evidence and practice guidelines
3. To foster competence in clinical, community, and food service settings by ensuring that graduates acquire the skills necessary for effective practice in diverse professional settings
4. To promote ethical, culturally sensitive, and client-centered care for addressing the nutritional needs of individuals and populations from diverse backgrounds
5. To enhance the ability of the graduates to analyze nutrition-associated health data through the development of skills in research, data interpretation, and decision-making in clinical and public health settings
6. To prepare graduates for entry into supervised practice, professional certification, graduate studies, and leadership roles in the domains of human nutrition and dietetics through career readiness support and lifelong learning

2.4. Program Objectives

- ***PO1:*** Apply evidence-based nutrition science principles to assess, develop, and implement nutrition programs aimed at improving public health
- ***PO2:*** Analyze social determinants of health and advocate for policies that promote equitable access to nutritious food and health resources
- ***PO3:*** Integrate epidemiological, behavioral, and environmental approaches to prevent and manage nutrition-related public health challenges
- ***PO4:*** Collaborate with stakeholders to design, implement, and evaluate community-based nutrition interventions tailored to diverse populations
- ***PO5:*** Demonstrate ethical and professional leadership by upholding public health standards, exhibiting cultural competence, and communicating effectively with various audiences
- ***PO6:*** Utilize quantitative and qualitative research methods to collect, analyze, and interpret data for informed decision-making in public health nutrition
- ***PO7:*** Develop critical thinking and problem-solving skills necessary to pursue careers in public health nutrition or advance to graduate education in related domains

2.5. Operational objectives (ACEND objectives)

- *At least **80% of students are expected to complete program requirements within 150% of the planned program length***
- *Of graduates who seek employment, at least **40-50% are expected to employed in nutrition and dietetics or related fields within 12 months of graduation***
- At least 80% of employers are expected to report satisfaction with graduates' preparation for entry-level dietetic practice.

Program outcomes data are available upon request on: khadijah.fayyaz@umt.edu.pk (Program Coordinator)

2.6. Program Learning Outcomes (PLOs)

The Program Learning Outcomes (PLOs) specify the knowledge and competencies that each student will display during the Human Nutrition Program. The foundation knowledge and core competencies for the dietitian specify what every dietitian needs to know and do as an entry-level practitioner. The competencies outlined in the program learning outcomes are introduced and developed in the didactic courses and mastered in the supervised practice program and professional development courses.

Upon completion of the human nutrition program, all graduates will be able to:

PLO 1. (Domain 1) Evaluate scientific information and apply evidence-based practice, including the integration of scientific information and translation of research into practice.

KRDN 1.1 Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical, evidence- based decisions

KRDN 1.2 Select and use appropriate current information technologies to locate and apply evidence- based guidelines and protocols

KRDN 1.3 Apply critical thinking skills

CRDN 1.1 Select indicators of program quality and/or customer service and measure achievement of objectives.

CRDN 1.2 Evaluate research and apply evidence-based guidelines, systematic reviews and scientific literature in nutrition and dietetics practice.

CRDN 1.3 Justify programs, products, services and care using appropriate evidence or data.

CRDN1.4 Conduct projects using appropriate research or quality improvement methods, ethical procedures and data analysis utilizing current and/or new technologies

CRDN 1.5 Incorporate critical-thinking skills in overall practice.

PLO 2. (Domain 2) Demonstrate the expected professional beliefs, values, attitudes, and behaviors for the practice of nutrition and dietetics.

KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation KRDN 2.2 Describe the governance of nutrition and dietetics practice, such as the scope of practice for RDN and the code of ethics for the profession of Nutrition and Dietetics

KRDN 2.3 Assess the impact of a public policy position on nutrition and dietetics practice

KRDN 2.4 Discuss the impact of a health care policy and different health care delivery systems on food and nutrition services

KRDN 2.5 Identify and describe the work of interprofessional teams and the roles of the others with whom the registered dietitian nutritionist

KRDN 2.6 Demonstrate cultural humility, awareness of personal biases and an understanding of cultural differences as they contribute to diversity, equity and inclusion

KRDN 2.7 Describe contributing factors to health inequity in Nutrition and Dietetics including structural bias, social inequities, health disparities and discrimination

KRDN 2.8 Participate in a nutrition and dietetic professional organization and explain the significant role of the organization

KRDN 2.9 Defend a position on issues impacting the nutrition and dietetics profession

CRDN 2.1 Practice in compliance with current federal regulations and state statutes and rules, as applicable, and in accordance with accreditation standards and the Scope of Practice for the Registered Dietitian Nutritionist, Standards of Practice, Standards of Professional Performance, and Code of Ethics for the Profession of Nutrition and Dietetics.

CRDN 2.2 Demonstrate professional writing skills in preparing professional communications

CRDN 2.3 Demonstrate active participation, teamwork and contributions in-group settings. CRDN 2.4 Function as a member of interprofessional teams.

CRDN 2.5 Work collaboratively with NDTRs and/or support personnel in other disciplines.

CRDN 2.6 Refer clients and patients to other professionals and services when needs are beyond individual scope of practice.

CRDN 2.7 Apply change management strategies to achieve desired outcomes.

CRDN 2.8 Demonstrate negotiation skills.

CRDN 2.9 Actively contribute to nutrition and dietetics professional and community organizations.

CRDN 2.10 Demonstrate professional attributes in all areas of practice.

CRDN 2.11 Show cultural humility in interactions with colleagues, staff, clients, patients and the public.

CRDN 2.1 2 Implement culturally sensitive strategies to address cultural biases and differences.

CRDN 2.13 Advocate for local, state or national legislative and regulatory issues or policies impacting the nutrition and dietetics profession.

PLO3. (Domain 3) Perform clinical and client services, comprising the development and delivery of information, products and services to individuals, groups, and populations.

KRDN 3.1 Use the Nutrition care process and clinical workflow elements to assess nutritional parameters, diagnose nutrition- related problems and determine appropriate nutrition interventions and develop plans to monitor the effectiveness of these interventions

KRDN 3.2 Develop an educational session or program/educational strategy for a target population

KRDN 3.3 Demonstrate counselling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups

KRDN 3.4 Practice routine health screening assessment including measuring blood pressure and conducting waived point of care laboratory testing such as blood glucose or cholesterol

KRDN 3.5 Describe concepts of nutritional genomics and how they relate to medical nutrition therapy, health and disease

KRDN 3.6 Develop nutritionally sound meals, menus and meal plans that promote health and disease management and meet client's/patient's needs.

CRDN 3.1 Perform Medical Nutrition Therapy by utilizing the Nutrition Care Process including use of standardized nutrition terminology as a part of the clinical workflow elements for individuals, groups and populations of differing ages and health status, in a variety of settings.

CRDN 3.2 Conduct nutrition focused physical exams.

CRDN 3.3 Perform routine health screening assessments including measuring blood pressure, conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol), recommending and/or initiating nutrition-related pharmacotherapy plans (such as modifications to bowel regimens, carbohydrate to insulin ratio, B_{12} or iron supplementation).

CRDN 3.4 Provide instruction to clients/patients for self-monitoring blood glucose considering diabetes medication and medical nutrition therapy plan.

CRDN 3.5 Explain the steps involved and observe the placement of nasogastric or nasoenteric feeding tubes; if available, assist in the process of placing nasogastric or nasoenteric feeding tubes.

CRDN 3.6 Conduct a swallow screen and refer to the appropriate health care professional for full swallow evaluation when needed.

CRDN 3.7 Demonstrate effective communication and documentation skills for clinical and client services in a variety of formats and settings, which include telehealth and other information technologies and digital media.

CRDN 3.8 Design, implement and evaluate presentations to a target audience.

CRDN 3.9 Develop nutrition education materials that are culturally and age appropriate and designed for the literacy level of the audience.

CRDN 3.10 Use effective education and counseling skills to facilitate behavior change.

CRDN 3.11 Develop and deliver products, programs or services that promote consumer health, wellness and lifestyle management.

CRDN 3.12 Deliver respectful, science-based answers to client/patient questions concerning emerging trends.

CRDN 3.13 Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources.

CRDN 3.14 Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups and individuals.

PLO 4. (Domain 4) Demonstrate clinical practice management skills and the use of resources, including the strategic application of principles of management and systems in the provision of services to individuals and organizations.

KRDN 4.1 Apply management theories to the development of programs or services KRDN 4.2 Evaluate a budget/financial management plan and interpret financial data

KRDN 4.3 Demonstrate an understanding of the regulation system related to billing and coding, what services are reimbursable by third party payers and how reimbursement may be obtained KRDN 4.4

Apply the principles of human resource management to different situations

KRDN 4.5 Apply safety and sanitation principles related to food, personnel and customers

KRDN 4.6 Explain the processes involved in delivering quality food and nutrition services

KRDN 4.7 Evaluate data to be used in decision making for continuous quality improvement

CRDN 4.1 Participate in management functions of human resources (such as training and scheduling).

CRDN 4.2 Perform management functions related to safety, security and sanitation that affect employees, clients, patients, facilities and food.

CRDN 4.3 Conduct clinical and client service quality management activities (such as quality improvement or quality assurance projects).

CRDN 4.4 Apply current information technologies to develop, manage and disseminate nutrition information and data.

CRDN 4.5 Analyze quality, financial and productivity data for use in planning.

CRDN 4.6 Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste and protect the environment.

CRDN 4.7 Conduct feasibility studies for products, programs or services with consideration of costs and benefits.

CRDN 4.8 Develop a plan to provide or develop a product, program or service that includes a budget, staffing needs, equipment and supplies.

CRDN 4.9 Engage in the process for coding and billing for nutrition and dietetics services to obtain reimbursement from public or private payers, fee-for-service and value-based payment systems.

CRDN 4.10 Analyze risk in nutrition and dietetics practice (such as risks to achieving set goals and objectives, risk management plan, or risk due to clinical liability or foodborne illness).

PLO 5. (Domain 5) Apply leadership and career management, encompassing the strengths, knowledge and experience relevant to leadership potential and professional growth for the nutrition and dietetics practitioner.

KRDN 5.1 Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement

KRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals

KRDN 5.3 Practice how to self-advocate for opportunities in a variety of settings (such as asking for support, presenting an elevator pitch)

KRDN 5.4 Practice resolving differences or dealing with conflict

KRDN 5.5 Promote team involvement and recognize the skills of each member

KRDN 5.6 Demonstrate an understanding of the importance and exceptions of a professional in mentoring and precepting others

CRDN 5.1 Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.

CRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.

CRDN 5.3 Prepare a plan for professional development according to Commission on Dietetic Registration guidelines.

CRDN 5.4 Advocate for opportunities in professional settings (such as asking for additional responsibility, practicing negotiating a salary or wage or asking for a promotion).

CRDN 5.5 Demonstrate the ability to resolve conflict.

CRDN 5.6 Promote team involvement and recognize the skills of each member.

CRDN 5.7 Mentor others.

CRDN 5.8 Identify and articulate the value of precepting.

Data from the continuous measurement of student learning outcomes is available from the HND Program Director upon request

2.7. Curriculum Structure

Course Category	No. of Courses	Credit Hours
General Education	13	38
Allied	4	12
Major	25	73
Capstone	1	3
Field Work	1	6

General Education Requirements (38 CH)					
Course #	**Course Title**	**T**	**P**	**CH**	**Pre-requisite**
EN110	English-I	3	0	3	-
EN123	English-II	3	0	3	EN110
MA101	Calculus	3	0	3	-
CH201	General Chemistry	2	1	3	-
MB102	General Biology	3	0	3	-
IS135	Computer Applications	2	1	3	-
POL121	Pakistan: Ideology, Constitution and Society	3	0	3	-
QM111	Quantitative Skills & Reasoning	3	0	3	MA101
MG224	Innovation and Entrepreneurship	3	0	3	-
PSY110	Psychology of Mind and Behavior	3	0	3	-
SD221	Life & Learning	3	0	3	-
SD210	Civics and Community Engagement	0	2	2	-
ISL112	Islamic Thoughts and Perspectives	3	0	3	-
SD100*	English Immersion	0	0	0	-
SD101*	21st Century Skills	0	0	0	-
Total Credit Hours		**28**	**4**	**38**	

**University Courses*

Allied Course Requirements (12 CH)					
Course #	**Description**	**T**	**P**	**CH**	**Pre-requisite**
FST101	Introduction to Food Science and Technology	2	1	3	-
BC102	Essential Biochemistry	3	0	3	-
FST206	Food Chemistry	3	0	3	CH201
FST310	Food Analysis and Instrumentation	1	2	3	-
Total Credit Hours				**12**	

Major Course Requirements (73 CH)					
Course #	**Course Title**	**T**	**P**	**CH**	**Pre-requisite**
HND101	Fundamentals of Human Nutrition	3	0	3	-
HND104	Metabolism of Macronutrients	3	0	3	-
HND105	Human Anatomy and Physiology I	2	1	3	-
HND215	Human Anatomy and Physiology II	2	1	3	HND105
HND211	Metabolism of Micronutrients	3	0	3	-
HND212	Nutrition Status Assessment	2	1	3	HND101
HND208	Nutrition Through Life Cycle	3	0	3	HND212
HND213	Introduction to Nutritional Endocrinology	2	0	2	BC102
HND214	Foundation of Dietetics Practice	0	2	2	-
HND301	Introduction to Counselling Theory and Skills	3	0	3	-
HND302	Community and Public Health Nutrition	2	1	3	HND101
HND304	Medical Nutrition Therapy-I	2	1	3	HND214
HND303	Meal Planning and Management	2	1	3	-
FST204	Food Microbiology	2	1	3	-
HND305	Functional Foods and Nutraceuticals	2	1	3	-
HND308	Nutritional Practices in Critical Care	3	0	3	-
HND321	Infant and Pediatric Nutrition	3	0	3	HND208
HND322	Medical Nutrition Therapy-II	2	1	3	HND304
HND323	Nutrigenomics, Proteomics, and AI	3	0	3	HND211
FQ202	Food Safety Management Systems	3	0	3	-
HND403	Sports and Exercise Nutrition	3	0	3	-
HND404	Research Methods in Human Nutrition	3	0	3	-
HND318	Drug–Nutrient Interaction	3	0	3	HND323
HND407	Nutrition Issues and Priorities	3	0	3	-
HND405	Food Service Management	3	0	3	FQ202
Total Credit Hours		**63**	**10**	**73**	

Capstone Project Requirements (3 CH)					
Course #	**Description**	**T**	**P**	**CH**	**Pre-requisite**
COP401	Capstone Project	0	3	3	
Total Credit Hours				**3**	

Field Work Requirements (6 CH)					
Course #	**Description**	**T**	**P**	**CH**	**Pre-requisite**
HND406	Supervised Practice in Nutrition & Dietetics	0	6	6	HND304 HND322
Total Credit Hours				**6**	

2.8. Program Study Plan

1st Year							
Semester I				**Semester II**			
Code	**Course Title**	**Cr. Hrs.**	**Category**	**Code**	**Course Title**	**Cr. Hrs.**	**Category**
EN110	English-I	3(3-0)	General Education	EN123	English-II	3(3-0)	General Education
MA101	Calculus	3(3-0)	General Education	IS135	Computer Applications	3(2-1)	General Education
CH201	General Chemistry	3(2-1)	General Education	HND104	Metabolism of Macronutrients	3(3-0)	Major
MB102	General Biology	3(3-0)	General Education	POL121	Pakistan: Ideology, Constitution and Society	3(3-0)	General Education
FST101	Introduction to Food Science and Technology	3(2-1)	Allied	HND105	Human Anatomy & Physiology I	3(2-1)	Major
HND101	Fundamentals of Human Nutrition	3(3-0)	Major	QM111	Quantitative Skills & Reasoning	3(3-0)	General Education
Semester Credit Hours		18(16-2)		**Semester Credit Hours**		18(16-2)	

2nd Year							
Semester III				Semester IV			
Code	**Course Title**	**Cr. Hrs.**	**Category**	**Code**	**Course Title**	**Cr. Hrs.**	**Category**
ISL112	Islamic Thoughts and Perspectives	3(3-0)	General Education	MG224	Innovation and Entrepreneurship	3(3-0)	General Education
BC102	Essential Biochemistry	3(3-0)	Allied	PSY110	Psychology of Mind and Behavior	3(3-0)	General Education
HND215	Human Anatomy & Physiology II	3(2-1)	Major	HND213	Introduction of Nutritional Endocrinology	2(2-0)	Major
HND211	Metabolism of Micronutrients	3(3-0)	Major	HND208	Nutrition Through Life Cycle	3(3-0)	Major
HND212	Nutrition Status Assessment	3(2-1)	Major	SD221	Life & Learning	3(3-0)	General Education
FST206	Food Chemistry	3(3-0)	Allied	HND214	Foundation of Dietetics Practice	2(0-2)	Major
				SD210	Civics and Community Engagement	2(0-2)	General Education
Semester Credit Hours		18(16-2)		**Semester Credit Hours**		18(14-4)	

3rd Year							
Semester V				Semester VI			
Code	**Course Title**	**Cr. Hrs.**	**Category**	**Code**	**Course Title**	**Cr. Hrs.**	**Category**
HND304	Medical Nutrition Therapy-I	3(2-1)	Major	FQ202	Food Safety Management Systems	3(3-0)	Major
HND301	Introduction to Counselling Theory and Skills	3(3-0)	Major	HND308	Nutritional Practices in Critical Care	3(3-0)	Major
FST310	Food Analysis and Instrumentation	3(1-2)	Allied	HND321	Infant and Pediatric Nutrition	3(3-0)	Major
HND302	Community and Public Health Nutrition	3(2-1)	Major	HND322	Medical Nutrition Therapy-II	3(2-1)	Major
FST204	Food Microbiology	3(2-1)	Major	HND305	Functional Foods and Nutraceuticals	3(2-1)	Major
HND303	Meal Planning and Management	3(2-1)	Major	HND323	Nutrigenomics, Proteomics, and AI	3(3-0)	Major
SD100	English Immersion	0(0-0)	*UC	SD101	21st Century Skills	0(0-0)	*UC
Semester Credit Hours		18(12-6)		**Semester Credit Hours**		18(16-2)	

4th Year							
Semester VII				**Semester VIII**			
Code	**Course Title**	**Cr. Hrs.**	**Category**	**Code**	**Course Title**	**Cr. Hrs.**	**Category**
HND403	Sports and Exercise Nutrition	3 (3-0)	Major	HND406	Supervised Practice in Nutrition & Dietetics	6(0-6)	Field Work
HND404	Research Methods in Human Nutrition	3(3-0)	Major				
COP401	Capstone Project	3(0-3)	Capstone				
HND318	Drug-Nutrient Interaction	3(3-0)	Major				
HND407	Nutrition Issues and Priorities	3(3-0)	Major				
HND405	Food Service Management	3(3-0)	Major				
Semester Credit Hours		18(15-3)		**Semester Credit Hours**		6(0-6)	

Total Credit Hours = 132

2.9. Detailed Courses Description

Semester -I

Course Code	**EN110**
Course Title	**English-I**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	The course is designed to equip students with essential language skills for effective communication in diverse real-world scenarios. It focuses on developing proficiency in English language usage: word, choices, grammar, and sentence structure. In addition, the course will enable students to grasp nuanced messages and tailor their communication effectively through the application of comprehension and analytical skills in listening and reading. Moreover, the course encompasses a range of practical communication aspects including professional writing, public speaking, and everyday conversation, ensuring that students are equipped for both academic and professional spheres. An integral part of the course is fostering a deeper understanding of the impact of the language on diverse audiences.

Course Code	**MA101**
Course Title	**Calculus**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course introduces the fundamental concepts of differential and integral calculus and their applications in solving mathematical and real-world problems. Students will develop an understanding of limits and continuity and learn to apply these concepts to polynomial, trigonometric, logarithmic, exponential, and other functions. The course covers techniques of differentiation and their use in optimization and rate-of-change problems. In addition, students will study indefinite and definite integration and apply integration methods to determine areas under and between curves, as well as volumes of solids. The course provides a strong analytical foundation for further studies in mathematics, science, and engineering.

Course Code	**CH201**
Course Title	**General Chemistry**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course provides a comprehensive introduction to the fundamental principles of chemistry and their applications in everyday life and scientific disciplines. Students will explore the structure of matter, atomic theory, chemical bonding, chemical reactions, states of matter, and solutions. The course also covers basic concepts of thermodynamics, chemical equilibrium, acids and bases, and introductory organic and biochemistry principles. Emphasis is placed on developing problem-solving skills, understanding the relationship between

	chemical structure and properties, and applying chemical concepts to biological, environmental, and industrial systems.

Course Code	**MB102**
Course Title	**General Biology**
Pre-requisite	--
Credit hours	3(3-0)
Course level	UG
Course description	This course will provide a foundational understanding of biology, focusing on the diversity of life and the organization of living organisms. Students will explore cell structure and function, including cell organelles and transport mechanisms. The course will cover the classification of life into five kingdoms, with an overview of kingdoms Animalia, Plantae, Monera, Fungi, and Protista. Topics such as ecosystems, food chains, energy flow, photosynthesis, plant productivity, and developmental biology (including cell cycles, mitosis, and meiosis) will be examined. Additionally, the course will delve into the structure and function of biological molecules, macronutrients, and the digestive system.

Course Code	**HND101**
Course Title	**Fundamentals of Human Nutrition**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	Fundamentals of human nutrition is a 3-credit hour course. The course provides an overview of dietary guidelines. It also investigates how dietary components, macronutrients (carbohydrates, proteins and fats) and micronutrients (vitamins and minerals), influence health and disease. There will be opportunity for each student to critically analyze their own dietary intake within the framework of the Dietary Guidelines.

Course Code	**FST101**
Course Title	**Introduction of Food Science and Technology**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course provides a thorough exploration of food science and technology, focusing on food systems, security, and production within Pakistan. It covers the chemistry of essential nutrients, including carbohydrates, proteins, fats, vitamins, and minerals. Key topics include food classification, quality factors, unit operations in processing, and methods of preservation and safety. Students will also examine food spoilage, deterioration, and packaging. Through a combination of theoretical and practical components, the course equips students with a comprehensive understanding of food science principles and their application in real-world scenarios.

Semester II

Course Code	**EN123**
Course Title	**English-II**
Pre-requisite	English-I
Credit hours	3 (3-0)
Course level	UG
Course description	The course aims to enhance the learners' analytical and composition skills through various writing steps, ranging from prewriting, writing, revising, editing, and finalizing. The course aims to teach students to write well organized and complete essays, letters, and reports of several kinds. Participants are required, on the one hand, to aim at producing well-written essays. On the other hand, they need to produce enriching and remarkable content for each composition based on the following paradigm: a focused thesis, organization, content development, syntax/diction, and mechanics/grammar. This course includes lessons on paraphrasing and elaboration skills, vocabulary development activities, coherent organization of information at sentence and discourse level, and listening comprehension skills. The course also incorporates the proper utilization of critical observation and analytical thinking. Through various activities, including portfolios, writing genres, formal/informal presentations, and peer critiques, learners are motivated to emphasize composition skill, content, purpose, audience, overall clarity, coherence, and cohesion in writing.

Course Code	**IS135**
Course Title	**Computer Applications**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course is designed to equip students to the foundational concepts of computer applications, focusing on the practical use of software tools and technologies used in everyday business and personal applications. The course will cover essential software for word processing, spreadsheets, presentations, and internet tools. Additionally, it will provide hands-on experience to enhance students' proficiency in using these tools effectively.

Course Code	**POL121**
Course Title	**Pakistan: Ideology, Constitution and Society**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	The course holds significant relevance for understanding the multifaceted dimensions of Pakistan’s historical and contemporary landscape. This course provides a comprehensive examination of Pakistan's ideological foundations, constitutional development, and societal dynamics. Students will explore the historical context leading to the creation of Pakistan. The course delves into the Constitution of Pakistan, its political system, and significant developments in Pakistan’s foreign and domestic policies. It also addresses the social

	structure and institutions within Pakistan and evaluates contemporary challenges and opportunities.

Course Code	**QM111**
Course Title	**Quantitative Skills and Reasoning**
Pre-requisite	Calculus
Credit hours	3 (3-0)
Course level	UG
Course description	Since ancient times, numbers, quantification, and mathematics have played a central role in scientific and technological development. In the 21st century, Quantitative Reasoning (QR) skills are essential for life as they help to better understand socio-economic, political, health, education, and many other issues an individual now faces in daily life. The skills acquired by taking this course will help students to apply QR methods in their daily life and professional activities. This course will also change students' attitudes about mathematics. It will not only polish their QR skills but also enhance their abilities to apply these skills.

Course Code	**HND104**
Course Title	**Metabolism of Macronutrients**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	The course will elaborate on the nature, classification and importance of major food components; carbohydrates, proteins and lipids. Moreover, digestion, absorption and bioavailability of macronutrients will also be discussed. The metabolic pathways adopted by these macronutrients in the body cells will also be studied. Additionally, the focus will be on disorders caused by the deficiency and access of these macronutrients.

Course Code	**HND105**
Course Title	**Human Anatomy and Physiology I**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course offers a detailed examination of human anatomy and physiology, focusing on key systems such as the skeletal, muscular, digestive, excretory, cardiovascular, respiratory, and liver systems. It covers the anatomy and physiology of each system, including their functions, structures, and pathologies. Students will gain insights into body fluids, homeostasis, and the impact of these systems on overall health. The course integrates theoretical knowledge with practical understanding, preparing students to analyze and apply anatomical and physiological concepts effectively.

Semester -III

Course Code	**BC102**
Course Title	**Essential Biochemistry**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course provides a comprehensive introduction to the fundamental concepts of biochemistry, focusing on the structure, function, and metabolism of biomolecules (carbohydrates, lipids, proteins) and their significance in medicine and biology. Key metabolic pathways such as glycolysis, glycogen metabolism, fatty acid oxidation, and protein catabolism will be studied in detail, with an emphasis on understanding the biochemical mechanisms that drive these processes. The course also covers enzyme kinetics, mechanisms of enzyme action, and the regulation of enzyme activity, providing a solid foundation in enzymology. In addition to metabolism, the course will introduce students to biochemical techniques and molecular biology tools commonly used in research and clinical diagnostics such as chromatography, electrophoresis, PCR, and DNA sequencing will be explored, highlighting their applications in medical and scientific research. Furthermore, students will explore signaling pathways, understanding how cells communicate and respond to stimuli through receptors, ligands, and enzyme cascades, and how these processes are regulated in health and disease

Course Code	**FST206**
Course Title	**Food Chemistry**
Pre-requisite	General Chemistry
Credit hours	3 (3-0)
Course level	UG
Course description	This course presents concise and relevant information on the composition of foods and the reactions they undergo during processing and storage. The course aims at introducing students to the components of foods and the nature of the chemical reactions that occur during their processing and storage. The course will cover topics on water, lipids, proteins, carbohydrates, minerals, color, flavor, color, vitamins, enzymes and additives in foods.

Course Code	**3 (2-1)**
Course Title	**Human Anatomy and Physiology II**
Pre-requisite	Human Anatomy and Physiology I
Credit hours	3 (2-1)
Course level	UG
Course description	This course provides an in-depth exploration of human physiology, covering essential systems and their functions. Topics include the immune system, reproductive systems, central nervous system, integumentary system, and lymphatic system, along with endocrinology. Students will study the roles of white blood cells, platelets, and hormones, and examine physiological processes and structures in detail. The course integrates theoretical knowledge with practical insights, preparing students to understand and analyze physiological concepts

	and their implications for health.

Course Code	**HND211**
Course Title	**Metabolism of Micronutrients**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course provides an in-depth study of micronutrients, focusing on their historical background, functions, recommended dietary allowances (RDA), and health implications. Students will explore water-soluble vitamins (B-complex and C), fat-soluble vitamins (A, D, E, K), and essential minerals, including calcium, phosphorus, sodium, potassium, iron, zinc, and others. Emphasis will be placed on understanding the role of these micronutrients in human health, as well as the disorders associated with their deficiency and excess.

Course Code	**HND212**
Course Title	**Nutrition Status Assessment**
Pre-requisite	**Fundamentals of Human Nutrition**
Credit hours	**3 (2-1)**
Course level	**UG**
Course description	This course focuses on the tools used to assess the nutritional status of pediatrics, adults, elderly, and pregnant and lactating women such as the anthropometric, biochemical, nutrition-focused physical examination, and dietary and history assessment. The information in this course provides the students with learning opportunities in the area of clinical nutrition, including the application of the nutrition care process and model to complex medical conditions.

Course Code	**ISL112**
Course Title	**Islamic Thought and Perspectives**
Pre-requisite	--
Credit hours	3(3-0)
Course level	UG
Course description	This course provides a foundational understanding of Islamic studies, focusing on key aspects of the Quran, Hadith, Islamic law, and the historical and cultural contributions of Islam. It is designed to give students a comprehensive overview of the essential teachings, practices, and systems within Islam. The students will gain the understanding of Quranic Studies, Seerat of the Holy Prophet (S.A.W), Sunnah, Islamic Law and Jurisprudence, Islamic Culture and Civilization, Islamic Economic, political and social system. This course is ideal for students seeking a understanding of the various dimensions of Islam, including its spiritual, legal, cultural, and social aspects, and their applications in both historical and contemporary contexts.

Semester -IV

Course Code	**HND208**
Course Title	**Nutrition Through Life Cycle**

Pre-requisite	Nutrition Status Assessment
Credit hours	3 (3-0)
Course level	UG
Course description	This course explores the dynamic interplay between nutrition and human development throughout the lifespan. Students will investigate the distinctive nutritional needs, challenges and opportunities from preconception to old age. By understanding how nutrition influences growth, development and aging, students will be able to assess the nutritional requirements for both individuals and population.

Course Code	**HND213**
Course Title	**Introduction of Nutritional Endocrinology**
Pre-requisite	Essential Biochemistry
Credit hours	2 (2-0)
Course level	UG
Course description	This course will offer a comprehensive study of human endocrinology and metabolism, focusing on the anatomy, physiology, and function of major endocrine glands and their hormones. Students will explore the hypothalamus, pituitary, adrenal, thyroid, parathyroid, and pineal glands, as well as the hormonal regulation of various bodily functions such as blood glucose levels, calcium balance, appetite, and energy metabolism. The course will also address common endocrine disorders, including hypothyroidism, hyperthyroidism, metabolic syndrome, PCOS, and their management. Through a detailed examination of hormonal control systems, students will gain a deep understanding of how endocrine and metabolic processes influence human health and disease

Course Code	**HND214**
Course Title	**Foundation of Dietetics Practice**
Pre-requisite	--
Credit hours	2 (2-0)
Course level	UG
Course description	This course provides a comprehensive overview of the dietetic profession, equipping students with the foundational knowledge and skills necessary for successful careers in the field. Students will explore the diverse roles of dietitians, the ethical principles guiding the profession, and the importance of effective communication and collaboration with healthcare teams. By the end of this course, students will be able to design and implement nutrition education programs and health promotion campaigns to address various population needs.

Course Code	**MG224**
Course Title	**Innovation and Entrepreneurship**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course is taught by applying different tools and is focused on student's skill enhancement. Practical activities are a part of this course to give the students a realistic view of our business world. The skills learned in our entrepreneurship classes are vital for the

	success of any business -- large or small, public or private, corporate or not-for-profit, local or global. This course enables the students to recognize, create and shape opportunities, provide the leadership and build the team to create economic and social value. They will learn to assess feasibility and drivers of opportunities, develop viable business models, and take action. We teach both predictive and creative approaches to all aspects of launching, growing and expanding businesses.

Course Code	**PSY110**
Course Title	**Psychology of Mind and Behavior**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course provides an introduction to the fundamental concepts, theories, and principles of psychology, with a focus on understanding the relationship between the human mind and behavior. Students will explore how thoughts, emotions, consciousness, and social interactions influence individual actions and experiences. The course emphasizes the practical application of psychological knowledge to personal, interpersonal, and societal issues. Through the study of human behavior and mental processes, students will develop a deeper understanding of themselves and others while learning how psychology shapes everyday life and decision-making.

Course Code	**SD221**
Course Title	**Life & Learning**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course seeks to establish a working rapport with the inner self of a person and then attempts to enact a new framework for interaction between the self and the society. A framework that helps the individual in understanding the strengths, identifying the weak areas, assessing personal opportunities and threats to develop a right strategy ensuring success as well as true happiness. It encourages participants to magnify their learning potential through transforming, understanding and evaluating their own perceptions, thought patterns and frames of references. The purpose is to involve the participants in soul searching exercise to help them direct their thoughts and actions to exploit fully the avenues of learning available to them. A good foundation work at this platform should immediately result into successful initiation of the graduate and postgraduate program. The course should be able to inculcate and institutionalize the learning capability to an extent where a participant would permanently enroll the self in the informal school of learning and live a life of learning to teach and lead. By covering multifaceted aspects of Life and Learning, it provides students with tools and techniques that would help them to truly transform themselves as humans and professionals.

Course Code	**SD210**
Course Title	**Civics and Community Engagement**
Pre-requisite	--

Credit hours	2 (0-2)
Course level	UG
Course description	Civics and community engagement is a course that explores the rights, responsibilities and roles of citizens in society. Students learn about government systems, civic participation, and community development. The course encourages critical thinking, active citizenship, and social responsibility through real-world issues and community-based activities. It helps students develop the skills needed to contribute positively to their communities and democratic processes.

Semester -V

Course Code	**HND301**
Course Title	**Introduction to Counselling Theory and Skills**
Pre-requisite	--
Credit hours	3(3-0)
Course level	UG
Course description	This course empowers students to become skilled counselors in the nutrition and dietetics field. By exploring a variety of counseling theories and techniques, students will develop the ability to build strong therapeutic relationships and guide clients towards positive behavior change. Ethical considerations and real-world practice are integrated throughout the course.

Course Code	**HND302**
Course Title	**Community and Public Health Nutrition**
Pre-requisite	Fundamentals of Human Nutrition
Credit hours	3 (2-1)
Course level	UG
Course description	This course aims to provide understanding of role of nutrition in promoting the overall health status of the community. This course emphasizes on community need assessment, global and local nutritional policies and programs, diet diversification programs, their impacts and healthy lifestyle. The course will cover nutrition policy and programs at the national and international levels, with a focus on understanding and interpreting dietary guidelines. Students will also learn about nutritional epidemiology and its importance in assessing population health and guiding public health interventions. The course will also explore nutrition in primary care settings, highlighting the importance of nutrition in preventive care and disease management. Other topics include food security, the burden of malnutrition, and recommendations for nutrition education and food safety. Students will also learn about Global Nutrition Challenges and Current Trends and Future Direction in the field of community and public health

Course Code	**HND304**
Course Title	**Medical Nutrition Therapy-I**
Pre-requisite	Foundation of Dietetics Practice
Credit hours	3 (2-1)
Course level	UG

Course description	This course provides an in-depth exploration of the nutrition care process for the prevention and management of diet-related diseases. This course prepares students with the knowledge and skills to develop and implement nutritional interventions for conditions such as obesity, diabetes, digestive problems, cardiovascular diseases, anemias, and infectious disorders. Emphasis is placed on the pathophysiology, nutritional assessment, and fluid management of these conditions, enabling students to tailor nutrition care plans to individual patient needs.

Course Code	**FST310**
Course Title	**Food Analysis and Instrumentation**
Pre-requisite	Food Chemistry
Credit hours	3 (1-2)
Course level	UG
Course description	Food Analysis and Instrumentation is a 3-credit hour course. This course deals with the instrumental methods for analyzing different attributes of food This course covers use of analytical techniques in food analysis. Principles, instrumentations, types and applications of various analytical methods will be briefly discussed in this course. This course also deals with the significance of food analysis and the use of instrumental techniques for the determination of physiochemical attributes of foods. The course will mainly focus on the use of spectrophotometry, chromatography, instrumental color analysis, rheology, mechanical texture analysis and molecular analysis of foods.

Course Code	**FST204**
Course Title	**Food Microbiology**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course covers the characteristic of microbial growth, intrinsic and extrinsic factors and their relationship to microbial growth, the principles of food fermentation and the role of beneficial microbes, the role of microorganisms and food spoilage; pathogenic microorganisms, infection and intoxication, mycotoxin, viruses and parasites, the principles to control microbial growth, as well as qualitative and quantitative microbiological analysis.

Course Code	**HND303**
Course Title	**Meal Planning and Management**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course offers a thorough introduction to meal planning and management, focusing on creating balanced, nutritious meals for various dietary needs and settings. Key topics include the principles of meal planning, table setting and dining etiquette, types of menus, and the use of nutritional labeling in meal planning. Students will also explore specialized systems such as the exchange list system and the hospital tray system, along with meal planning for different age groups and for diets like low-fat, low-cholesterol, low-glycemic, protein-restricted, and sodium-restricted diets. Practical applications include understanding portion control, modifying diet orders, and planning meals in institutional settings. The course

	concludes with a project display, where students will demonstrate their ability to plan and manage meals tailored to specific dietary requirements.

Semester -VI

Course Code	**HND305**
Course Title	**Functional Foods and Nutraceuticals**
Pre-requisite	--
Credit hours	3 (2-1)
Course level	UG
Course description	This course is aimed to develop an understanding among the students regarding the basic concepts of functional and nutraceutical foods, their health benefits, their functionality against various lifestyle-related ailments, marketing and regulatory issues related to the functional foods and their processing technologies. It is important that students in this course should become familiar with the bioactive components of foods that can be utilized for adjusting conditions of the human body's homeostasis that will regulate health and wellness. This course will also provide understanding about standards of efficacy and safety for health claims, as well as regulatory and marketing issues and trends.

Course Code	**HND308**
Course Title	**Nutritional Practices in Critical Care**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course aims to impart an understanding of the role of nutrition in promoting health status during critical conditions such as surgery, burns, stress, injury, and other clinical conditions. Major topics covered by this course include the importance of critical care nutrition support; Nutritional screening and assessment; Modified diets for various physiological needs. Enteral nutritional: composition, nutritional prescription (dose), strategies to optimize delivery and minimize risks. Total parenteral nutrition; composition, intravenous nutritional prescription for specific conditions; Complications in enteral and parenteral nutrition. Nutritional therapy in diseases of infancy and childhood. Nutrition in stress, burns, and surgery. Artificial feeding and drug-nutrient interactions.

Course Code	**HND321**
Course Title	**Infant and Pediatric Nutrition**
Pre-requisite	Nutrition through Lifecycle
Credit hours	3 (3-0)
Course level	UG
Course description	This course offers a comprehensive overview of pediatric nutrition, focusing on the nutritional needs and health considerations of infants, children, and adolescents. Students will explore fetal development and maternal health, examining how prenatal and maternal factors influence early nutritional requirements and outcomes. The course also explores special conditions affecting pediatric nutrition and basic principles of enteral and parenteral nutrition. By exploring these topics, students will gain the expertise to support optimal health

	outcomes and well-being in pediatric populations.

Course Code	**HND322**
Course Title	**Medical Nutrition Therapy-II**
Pre-requisite	Medical Nutrition Therapy-I
Credit hours	3 (2-1)
Course level	UG
Course description	Medical Nutrition Therapy-II is the second course following MNT-I, focusing on the pathophysiology and medical nutrition therapy for specific diseases such as liver disorders, pulmonary disorders, kidney disease, biliary and pancreatic disorders, oncology, metabolic stress, and inborn error of metabolism. The course also emphasizes clinical skills, including interpreting laboratory values, planning enteral and parenteral nutrition care, and documenting in the medical record. Students will also engage in case studies to further develop their clinical practice skills, with a strong focus on applying the nutrition care process.

Course Code	**HND323**
Course Title	**Nutrigenomics, Proteomics, and AI**
Pre-requisite	Metabolism of Micronutrients
Credit hours	3 (3-0)
Course level	UG
Course description	This course provides a comprehensive overview of the fundamental concepts of nutrigenomics and proteomics, emphasizing how dietary nutrients regulate gene expression and how genetic variations influence nutrient metabolism. Students will explore the complex interactions between diet, genetics, and phenotype, focusing on their implications for fuel metabolism, health, and chronic disease risk. The course will also introduce advanced techniques in nutrigenomics, proteomics, and the emerging role of artificial intelligence (AI) in personalized nutrition and dietary research. Additionally, ethical considerations and future directions in this evolving field will be discussed in the context of dietetics practice.

Course Code	**FQ202**
Course Title	**Food Safety Management Systems**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course is designed to bridge the gap between food safety and nutritional health by providing an in-depth exploration of food safety management systems, emphasizing their critical role in ensuring food quality and protecting public health. Students will learn about key components of food safety systems, including hazard identification, risk assessment, and the implementation of global standards such as HACCP, ISO 22000, and FSSC 22000. The course will also cover the practical application of food safety dashboards, both globally and within Pakistan, to monitor and regulate food safety and nutritional quality.

Semester -VII

Course Code	**HND403**
Course Title	**Sports and Exercise Nutrition**
Pre-requisite	**--**
Credit hours	**3 (3-0)**
Course level	**UG**
Course description	This course provides an in-depth exploration of nutrition's role in exercise physiology and athletic performance. It covers energy metabolism, muscle physiology, and the effects of macronutrients, micronutrients, and hydration on athletic outcomes. Students will analyze body composition, develop targeted dietary plans, and address nutritional challenges like disordered eating and exercise-induced conditions. Special attention is given to the dietary needs of diverse athletic populations and the evaluation of sports supplements, with a focus on differentiating scientifically supported practices from myths in sports nutrition.

Course Code	**HND404**
Course Title	**Research Methods in Human Nutrition**
Pre-requisite	**--**
Credit hours	**3 (3-0)**
Course level	**UG**
Course description	This course is designed with the aim to focus on the concept that how understanding can be organized to enable better scientific investigation and to comprehend more clearly the nature of nutritional demands, how they might be measured and how they might be adequately met across all contexts. The course covers the basic theoretical concept of research, and research process. The contents will be focusing on explaining and applying the research terms, research process, principles, activities, skills, ethics and challenges associated with the research process. Moreover, description of quantitative, qualitative and mixed method approaches to research will be provided. Additionally, students will learn how to apply the writing skills for preparing a well-articulated and logically structured academic text, and oral presentation skills for a well-expressed and convincing argument.

Course Code	**HND318**
Course Title	**Drug-Nutrient Interaction**
Pre-requisite	**Nutrigenomics, Proteomics, and AI**
Credit hours	**3 (3-0)**
Course level	**UG**
Course description	This course will explore the complex interactions between drugs and nutrients, providing students with a foundational understanding of how these interactions impact health and treatment outcomes. It covers the basic concepts of drug-nutrient interactions, including classification and types, as well as the mechanisms involved in pharmacokinetics (absorption, distribution, metabolism, excretion) and pharmacodynamics (drug efficacy, potency, and receptor interactions). The course delves into the interactions of various drug classes—such as analgesics, Antihypertensives, anticoagulants, antidiabetics, lipid-lowering agents, antimicrobials, chemotherapeutics, and psychotropic medications—with nutrients. Additionally, it addresses the influence of drugs on nutritional status, malnutrition risks, and

	considerations for special populations

Course Code	**FQ202**
Course Title	**Food Service Management**
Pre-requisite	Food Safety Management Systems
Credit hours	3 (3-0)
Course level	UG
Course description	This course is crucial in equipping students with essential skills for managing food service operations efficiently. Understanding facility sanitation, menu planning, and cost management is vital for ensuring safe, nutritious, and cost-effective meal services. This course also covers financial management, customer service, and leadership, preparing students for roles in both institutional and commercial food settings.

Course Code	**HND407**
Course Title	**Nutrition Issues and Priorities**
Pre-requisite	--
Credit hours	3 (3-0)
Course level	UG
Course description	This course will provide an in-depth exploration of global nutrition issues, focusing on the major challenges and initiatives that shape public health nutrition both globally and in Pakistan. Students will examine the global and national nutrition transitions, the double burden of malnutrition, and the multifaceted factors that influence nutritional status, including personal, social, cultural, psychological, environmental, and political aspects. The course will also cover hidden hunger and its management, food security, and sustainability, as well as recent trends in nutrition issues such as FAD diets and high maternal and infant mortality rates. Special attention will be given to nutrition and health considerations for culturally and linguistically diverse groups, the limitations of healthcare infrastructure, and the challenges of implementing nutrition policies.

Course Code	**COP401**
Course Title	**Capstone Project**
Pre-requisite	--
Credit hours	3 (0-3)
Course level	UG
Course description	This course is designed to familiarize students with research methodologies and practices in the field of nutrition. Under the guidance of a faculty member, students undertake research projects on specific topics, which may include survey development, evidence-based investigations, and other scholarly activities. The course aims to strengthen students' research competencies while fostering critical thinking, analytical reasoning, and problem-solving skills essential for professional and academic success.

Semester -VIII

Course Code	**HND406**
Course Title	**Supervised Practice in Nutrition & Dietetics**
Pre-requisite	MNT-I and MNT-II
Credit hours	6 (0-6)
Course level	UG
Course description	This program offers an interdisciplinary practicum designed to develop interns' competencies across diverse areas of nutrition and dietetics. Under the guidance of qualified preceptors, interns receive supervised training in clinical nutrition, public health nutrition, and foodservice management settings. The program emphasizes the achievement of competency standards established by the Accreditation Council for Education in Nutrition and Dietetics (ACEND). Through hands-on experience, interns learn to function effectively as members of both clinical and interdisciplinary healthcare teams, while developing the ability to identify, evaluate, and utilize appropriate resources to address nutrition-related challenges and clinical questions. The course enables students to integrate and apply theoretical knowledge in a variety of professional practice environments.

2.10. Academic Calendar

The schedule of didactic coursework, semester breaks, examinations, vacations, and university holidays follow the University of Management and Technology (UMT) Academic Calendar, as approved and published by the University.

The schedule of supervised practice placements and clinical rotations is aligned with the UMT Academic Calendar and the operational requirements of affiliated training institutions. Students are informed of the placement schedule, including commencement and completion dates, before the start of each practice rotation period.

For detailed information regarding semester schedules, examinations, holidays, and academic activities, students should refer to the official UMT Academic Calendar available on the ***University website*.**

2.11. Planning Your Degree

The curriculum structure, degree requirements, and semester-wise study plan for the BS Human Nutrition and Dietetics program are outlined in the official program roadmap at School of Food and Agricultural Sciences (SFAS) webpage. Students are advised to follow the prescribed sequence of courses and complete all prerequisite requirements to ensure timely progression toward graduation. Academic advisors are available to guide students in course selection, academic planning, and compliance with program requirements. Detailed course descriptions, learning outcomes, and prerequisite information are provided in the Program Handbook and University Course Catalog.

The first two years of the program focus on building a strong foundation in the general education and foundational courses, including Social Sciences, Art and Humanities, Civics and Community Engagement, human biology, chemistry, biochemistry, anatomy, physiology, food science, behavioral sciences etc. These courses provide the scientific knowledge necessary for understanding human nutrition, metabolism, health, and disease. As students advance through the program, they begin to integrate foundational concepts with specialized nutrition courses, including nutritional assessment, lifecycle nutrition, community nutrition, medical nutrition therapy, food service management, nutrigenomics, and dietetics practice. The upper-level courses emphasize evidence-based practice, critical thinking, clinical decision-making, and the application of nutrition knowledge in healthcare and community settings.

Students are encouraged to adhere to the recommended semester-wise roadmap to ensure successful completion of all degree requirements within the prescribed duration of the program.

2.12. Admission Criteria

2.12.1. Major Declaration

Admission Criteria

Admission to the BS Human Nutrition and Dietetics (HND) program is governed by the policies and regulations of the University of Management and Technology (UMT) and applicable regulatory authorities.

To be eligible for admission, applicants must fulfill the following requirements:

1. Applicants must have successfully completed the Higher Secondary School Certificate (HSSC/F.Sc. Pre-Medical), A-Level (with equivalent science subjects), or an equivalent qualification recognized by the Inter Board Committee of Chairmen (IBCC).

2. Applicants must have obtained a **minimum of 50% marks** in Intermediate/A-Level or an equivalent qualification.
3. Applicants **must not have obtained a third division** in Matriculation/Secondary School Certificate (SSC) or equivalent examination.
4. Applicants must secure a **minimum of 50% marks** in the UMT Admission Test or any other assessment prescribed by the University at the time of admission.
5. Admission applications are evaluated according to the University's approved admission policies, eligibility criteria, and merit determination procedures.
6. Applicants must complete all admission formalities and submit all required documents, including academic transcripts, certificates, equivalence certificates (where applicable), and any additional documents required by the University before enrollment.
7. Admission is granted on a merit basis subject to seat availability.
8. Program Requirements: Admitted students are required to follow the approved semester-wise study plan, fulfill prerequisite requirements, and comply with all academic, professional, and departmental regulations
9. Students are responsible for familiarizing themselves with the BS HND Program Handbook, University regulations, and departmental policies and must maintain compliance with all academic and professional requirements throughout their enrollment.

2.13. Eligibility Criteria to opt for Supervised Practice Placement (Internship)

To be eligible for enrollment in the supervised practice internship, students must satisfy all academic and administrative requirements established by the Department of Human Nutrition and Dietetics. Students must have successfully completed at least **120 credit hours** of the didactic courses and be academically eligible to enter the supervised practice phase of training.

During the internship semester, students may only be concurrently enrolled in **one department-designated course scheduled on weekends**, allowing full participation in supervised practice activities during weekdays. To ensure maximum engagement and successful completion of supervised practice requirements, students are not permitted to enroll in any additional core, elective, repeat, or pending courses during the internship period.

Prior to placement, all students must attend the mandatory **Pre-Internship Orientation Session**, where departmental policies, internship requirements, professional expectations, evaluation procedures, documentation requirements, and site-specific guidelines are reviewed. Completion of all eligibility requirements and orientation activities is mandatory before students can be assigned to affiliated training sites ***(Refer to the Department Internship Policy, attached as Appendix H)***.

2.14. Supervised Practice Rotations and Affiliated Training Sites

The supervised practice component of the BS Human Nutrition and Dietetics program is designed to provide students with comprehensive experiential learning opportunities in clinical nutrition, foodservice management, and community nutrition. Through structured placements at affiliated hospitals, healthcare institutions, community organizations, and foodservice facilities, students apply classroom knowledge in real-world settings while developing the competencies required for professional practice.

The supervised practice program consists of a total of **600 hours** completed over approximately **15 weeks**. Students rotate through three major practice areas: **Medical Nutrition Therapy (400 hours), Food Service Management (100 hours), and Community Nutrition (100 hours).**

The **Medical Nutrition Therapy (MNT)** rotation constitutes the largest component of supervised practice, comprising approximately **10 weeks (400 hours)** of training. During this rotation, students gain practical experience in a variety of clinical settings, including Basic Clinical Dietetics, Outpatient Clinics, Pediatric Units, Renal and Dialysis Units, Obstetrics and Gynecology Units, Medical and Surgical Wards, Oncology Units, Respiratory Care Units, Coronary Care Units (CCU), and Intensive Care Units (ICU). These experiences enable students to apply the Nutrition Care Process, conduct nutritional assessments, develop medical nutrition therapy plans, participate in interdisciplinary healthcare teams, and provide patient-centered nutrition care across diverse populations and disease conditions.

The **Food Service Management** rotation spans approximately **2.5 weeks (100 hours)** and provides exposure to institutional foodservice operations. Students participate in patient foodservice activities, cafeteria foodservice management, and foodservice facility visits. Through these experiences, students develop competencies related to menu planning, food production systems, procurement, quality assurance, food safety, sanitation, budgeting, inventory management, and foodservice administration.

The **Community Nutrition** rotation also comprises approximately **2.5 weeks (100 hours)** and focuses on population-based nutrition practice. Students engage in community nutrition camps, outreach activities, nutrition education programs, public health initiatives, and field visits. These experiences strengthen students' abilities to assess community nutrition needs, design educational interventions, conduct health promotion activities, and work collaboratively with community stakeholders.

Supervised practice experiences are conducted at hospitals, healthcare facilities, community agencies, wellness centers, and other organizations affiliated with the Department of Human Nutrition and Dietetics through approved Memoranda of Understanding (MoUs). Training sites are selected based on their ability to provide high-quality learning environments, qualified preceptors, appropriate facilities, and opportunities for students to achieve program competencies.

The Department continuously expands and evaluates its network of affiliated institutions to ensure students receive diverse and meaningful practice experiences across clinical, community, and foodservice settings. All supervised practice activities are monitored by departmental faculty and site preceptors to ensure that students successfully meet learning outcomes and professional competency requirements.

Students are required to comply with the policies, professional standards, working hours, and operational schedules of their assigned training facilities. Attendance and successful completion of all required supervised practice hours are mandatory for progression and graduation. During supervised practice placements, students follow the holiday and leave schedules established by the respective host institutions and hospitals.

2.13. External Credit Transfer for Undergraduate and (Masters) Programs

i. The applicant must have CGPA of at least 2.00 for undergraduate programs.
ii. Up to 50% of credit hours of respective program at UMT can be transferred at the Undergraduate level and up to 30% can be transferred in Masters (16-year) Programs.

iii. Depending upon the similarity and equivalence of courses, only credit hours of courses shall be transferred which shall have at least 60% marks in annual system or 'C+' and above grade in semester system of Bachelor/Master Programs (16-year).

2.14. Assessment of Student Learning

2.14.1. Didactic Courses

The BS Human Nutrition and Dietetics (HND) program employs a comprehensive and continuous assessment system to evaluate student achievement of Course Learning Outcomes (CLOs), Program Learning Outcomes (PLOs), and professional competencies. The assessment framework is designed to support the program mission and objectives by promoting critical thinking, evidence-based practice, problem-solving, communication skills, ethical conduct, leadership, and lifelong learning.

Student performance is assessed through a combination of **formative and summative** assessment methods. Formative assessments provide ongoing feedback to support learning and skill development throughout the semester, while summative assessments evaluate students' attainment of learning outcomes at defined stages of the course.

The specific assessment methods and weightage may vary according to the nature of the course and are detailed in the respective course syllabus. All assessments are mapped to relevant CLOs and contribute to the evaluation of PLO attainment as part of the University's Outcome-Based Education (OBE) system.

Table 2.14.1. Typical Assessment Distribution

Assessment Component	Theory-Based Courses	Lab/Practical-Based Courses
Quizzes	5–10%	5%
Assignments / Case Studies	5–10%	5–10%
Presentations / Seminars	5–10%	5%
Class Participation / Discussions	5%	5%
Laboratory Work / Practical Performance / Reports	—	15–20%
Midterm Examination	25-30%	25%
Final Examination	40–50%	30–40%
Total	**100%**	**100%**

The Department periodically reviews assessment practices to ensure fairness, transparency, consistency, and alignment with institutional quality assurance standards. Assessment data are used for continuous quality improvement, curriculum enhancement, and monitoring of student achievement of program learning outcomes.

2.14.2. Supervised Practice Program (SPP)

The BS Human Nutrition and Dietetics program includes a structured supervised practice internship that provides students with experiential learning opportunities in clinical nutrition, community nutrition, and foodservice management settings. The internship enables students to apply theoretical knowledge, develop professional competencies, and prepare for entry-level professional practice.

Student performance during the internship is assessed through a combination of evaluations conducted by site preceptors and departmental faculty. Assessment focuses on competency attainment, professional conduct, communication skills, technical proficiency, critical thinking, and ethical practice.

To successfully complete the internship, students must fulfill all required supervised practice hours, meet attendance requirements, demonstrate satisfactory performance in assigned rotations, and submit all required documentation.

Table 2.14.2. Internship Evaluation Components

Assessment Component	Weightage
Mid-Rotation Evaluation (Preceptor Assessment)	30%
Final Evaluation (Preceptor Assessment)	30%
Clinical Case Study Report	20%
Learning Assessment Portfolio (LAP)	20%
Total	**100%**

Regular feedback is provided throughout the internship to support professional development and continuous improvement. Detailed policies, procedures, and evaluation criteria are outlined in the ***Department's Internship Policy attached as Appendix H.***

2.15. Graduation Requirements

To be eligible for graduation from the BS Human Nutrition and Dietetics program, students must fulfill all degree requirements prescribed by the University, including successful completion of the required **132 credit hours and attainment of the minimum cumulative grade point average (CGPA).**

The degree completion requirements in terms of Cumulative Grade Point Average (CGPA) are as follows:

Sr. No.	Program	Minimum CGPA Requirement
1	Two-Year Degree Programs (equivalent to 14 years of education)	2.00
2	Two-Year Degree Programs (equivalent to 16 years of education)	2.00
3	Four-Year Degree Programs (equivalent to 16 years of education)	2.00

Students enrolled in the BS Human Nutrition and Dietetics program must achieve a **minimum CGPA of 2.00** and fulfill all academic, internship, and degree requirements prescribed by the University to be eligible for graduation. ***(Refer to Appendix G)***

3. Policies and Procedures

3.1. Alcohol/Drugs/Intoxicants

- The University of Management and Technology prohibits the unlawful manufacture, distribution, dispensation, sale, possession or use of alcohol or any drug by any of its participant on its premises or as part of any of its activities.
- In case of recovery of drugs from any of the participant, strict disciplinary action shall be taken to ensure compliance with this policy in the future, which can range from heavy fines, suspension or even rustication/termination.
- If necessary, a criminal action shall be taken according to the National law.
- Smoking is strictly prohibited at all times in UMT campus, hostels and shuttle buses and violation of this policy is subject to fine of up to Rs.20,000/-. Additionally, the possession of cigarettes or vapes on campus or in hostels (including in bags or rooms) will incur a fine of Rs. 10,000/-.
- Display of cigarette packs, cigarettes and lighters is strictly prohibited, as it gives motivation and encouragement to others as well.
- The sale of tobacco is banned on the university premises.
- Payment of this fine shall be in cash. In case of non-payment, an additional charge of Rs. 200/- shall be added to the principal amount every day.
- All participants shall be made aware of the policy during orientation.
- Visitors not adhering to the policy shall be asked to comply or leave the premises.

3.2. Lateral Entry Admission Policy

i. Students holding a BA/BSc (14 years of education) or an Associate Degree Program (ADP) in relevant disciplines may be considered for lateral entry into the BS Human Nutrition and Dietetics (BS HND) program, subject to the following conditions:

ii. Applicants with a BA/BSc (14 years of education) in relevant disciplines shall be required to complete the prescribed Bridging Semester before joining the regular BS HND roadmap.

iii. Applicants holding an ADP in Biotechnology, Biochemistry, Physiology, Medical Laboratory Technology (MLT), Medical Imaging Technology (MIT), Public Health, Community Health Sciences, Public Health Nutrition, Food Science and Technology, or other relevant disciplines may be required to complete the prescribed Bridging Semester courses as determined by the Department.

iv. The Departmental Equivalence and Admission Committee shall evaluate the applicant's academic background and determine eligibility for lateral entry, including any deficiency or bridging courses required.

v. Students admitted through lateral entry shall be eligible to register in the 5th Semester of the BS HND program after successful completion of all prescribed bridging requirements.

vi. The decision regarding course exemptions, bridging requirements, and semester placement shall be finalized by the Department and approved by the relevant University authorities.

vii. All lateral entry admissions shall be processed in accordance with the prevailing University admission, transfer, and equivalence regulations.

3.3. Cross-Campus Registration & Credit Transfer

Cross-campus registration is allowed subject to the Dean/Director's approval and seat availability. The parent campus retains all academic records. For cross-campus credit transfer, the participant must submit: credit transfer form (Dean-approved), clearance from lab/library/accounts, and a progress report signed by the examination office — all at least two weeks before the new semester.

3.3.1. Inter-School / Inter-Institute Program Change

- A participant may change programs with both parent and destination School/Institute Deans' approval, provided they meet admission criteria of the new program. Program change is not allowed if the participant is on Last Probation.
- First change: Rs. 25,000 fee
- Second change: Rs. 50,000 fee; requires competent authority approval and CGPA ≥ 3.00

3.3.2. External Credit Transfer Policy for Undergraduate and (Masters) Programs

i. The applicant must have CGPA of at least 2.00 for undergraduate programs.
ii. Up to 50% of credit hours of respective program at UMT can be transferred at the Undergraduate level and up to 30% can be transferred in Masters (16-year) Programs.
iii. Depending upon the similarity and equivalence of courses, only credit hours of courses shall be transferred which shall have at least 60% marks in annual system or 'C+' and above grade in semester system of Bachelor/Master Programs(16-year).

3.3.3. Policy Guidelines for External Credit Transfer Case(s)

Following process be followed for External Credit Transfer Cases (courses completed at other HEC recognized institutions/universities):

a. Transfer of credit hours to UMT will be considered on case-to-case basis by its Equivalence Committee authorized to review and approve the equivalence of courses completed at other HEC recognized degree awarding institutions/universities. However, the courses should have been completed in the last two years.
b. Requests for transfer of credit hours will be initiated at the time of admission. Thereafter, no credit transfer request will be entertained at later stage.
c. The degree duration will be counted from the starting date of previous degree program on the basis of which internal or external credit transfer is claimed. Thus, the participant should have ample time to complete the degree requirements at UMT, if considered for transfer of credits.
d. The applicant is required to submit his/her admission form and credit transfer form available at following link, accompanied by attested copies of:
   (a) official transcripts
   (b) course contents/outlines duly verified by previous institution/university, in the admission Office UMT, at least one month before the commencement of a regular semester.
e. HEC Equivalence Certificate is mandatory to submit with Credit Transfer form, in case credit transfer is being sought on the basis of a foreign degree.

f. Admission Office will refer applicant admission and credit transfer form(s) to the relevant school/department who will be responsible to determine eligibility requirement of the candidate towards admission in the desired program and also evaluate his/her credit transfer case.

g. The Chairperson after ensuring the necessary checks, certifies that
   - 80% or more of the content of the course(s) for which credit transfer is sought are similar to course(s) offered by UMT and the detailed course contents/outlines attached are compatible in depth and breadth of similar courses taught at UMT.
   - Course and credit hours shall conform to the program outlines of UMT (i.e. credit hours earned should not be less than the course credit hours of the equivalent course at UMT). The Chairperson authenticates the credit transfer form by putting his/her signature on verified copy of course contents as well as on credit transfer form. After approval from the Chairperson of the department, the application is forwarded to concerned Dean for his approval and signature on the credit transfer form.

h. After that, the Secretary of Equivalence Committee will put up the case before Equivalence Committee for consideration and final decision.

i. The Committee will re-evaluate the case in the light of prevailing policy and finally, the Chairperson of Equivalence Committee will endorse/reject the case by putting his/her signature on credit transfer form. Meanwhile, the Secretary will record the proceedings of the Committee and will be required to submit Minutes of Meetings in ORG afterwards.

j. The Secretary will be responsible to communicate the decision of Equivalence Committee to the applicant so that he/she may decide about getting admission in UMT and finally forward the complete case to ORG for implementation.

k. Office of the Registrar (ORG) will scrutinize the admission application form as well as Credit Transfer form and ask student to deposit prescribed fee payable at the time of admission. The Admission and Transfer of Credit Hours of the applicant will be processed in ERP upon submission of paid copy of challan.

l. The Credit Transferred will be counted towards degree requirements of the applicant. However, GP of transferred credits will not be counted towards the calculation of CGPA, and that only “Transferred” will be displayed against those courses whose transfer of credits was allowed by the respective Dean.

3.4. Academic Discipline

The participants are encouraged to meet faculty members during the scheduled office hours of the faculty members for the purpose of seeking guidance and counseling.

3.4.1. Disciplinary System

The UMT Disciplinary System provides procedures under which the alleged violation of the University's Code of Participant Conduct and Code of Academic Integrity and other policies, rules and regulations are investigated. The Code of Conduct for the Participants sets forth the responsibility of all participants at the university to exhibit responsible behavior and good conduct in university premises and wherever and whenever they are representing the university. The Code of Academic Integrity sets forth the standards of integrity, honesty and discipline that should be adhered in all academic activities. The worthy Rector has constituted a Student Disciplinary Committee (SDC) to examine and decide, judiciously, the participants’ cases of breach of discipline.

3.4.2. Disciplinary Committee

Allegations of the students' misconduct in violation of the University Standards of Conduct, will be reported to the Secretary of the Student Disciplinary Committee along with relevant witness statements, evidence, and other relevant substantial or circumstantial material related to the allegation. The Secretary will review the initial admissibility of the case and determine whether a complaint comes under the purview of this Disciplinary Policy. He is responsible to brief the Chairman on the reported cases and convene the SDC to review the cases under the directives of the Chairman.

3.4.3. Disciplinary Actions

Strict adherence to standards is expected from UMT participants at all levels. In case of breach of discipline by any participant, the DC is authorized to take any one or more of the following actions, in the best interest of the university's image, integrity, academic discipline, and quality of education.

- Recommend expulsion cases to the Rector
- Recommend temporary suspension from program and/or course(s) to the Rector
- Recommend course repetition
- Recommend withdrawal of full or partial fee concessions
- Demand affidavit of apology
- Issue letters of warning and displeasure
- Ask for parental guarantee for improved/correct behavior
- Any other action deemed appropriate and proportional to the proved offence.

3.4.4. Punishment or Penalty for Acts of Indiscipline

Punishment or penalty for acts of indiscipline shall be proportionate to the gravity of the offence and may comprise any one or more of the following penalties/ punishments:

a. Minor Punishments

1. Warning: Notice to the offender, orally or in writing, that continuation or repetition of prohibited conduct may lead to further disciplinary action.
2. Probation: Probation for a specific period
3. Fine: Fine which may amount up to Rs. 20,000/-
4. Hostel Suspension/Permanent Removal: Expulsion from the hostel for a specified period or permanent removal from the hostels
5. Withholding of Certificate: Withholding of character certificate
6. Removal of Privileges: Deprivation from the privileges enjoyed by the participant
7. F Grade: Award of "F" grade in a course

b. Major Punishments

1. Expulsion: Expulsion from the class for a specific period with a maximum period of one semester
2. Fine: Fine which may amount up to Rs. 100,000/-
3. Exam Result: Cancellation of examination(s) result

4. Rustication: Expulsion or rustication from the institution for a specific period
5. Degree: Non-conferment of degree/transcript
6. Relegation/withdrawal from course, program or university
7. Other sanctions or a combination of above-mentioned punishments as are deemed appropriate.

Note: In every case investigated by the Participant Disciplinary Committee, the accused participant shall be given full opportunity to present his stance and defend himself.

3.4.5. Code of Conduct for Disciplinary Hearings

Abusing the Code of Conduct for Disciplinary Hearings include:

1. Failure to obey the notice from a university official to appear for a meeting or hearing as part of the participant conduct system.
2. Falsification, distortion or misrepresentation of information before a hearing body or designated hearing officer of the university.
3. Disruption or interference with the orderly conduct of a hearing proceeding
4. Causing a violation of the University Code of Conduct hearing to convene in bad faith.
5. Any actions/statements deemed inappropriate.

3.5. Withdrawal of Course(s)

The participant can withdraw a course up to six weeks of commencement of classes as per the academic calendar. Consequently, a 'W' grade shall be awarded to the participant. A 'W' grade has no effect on the GPA/CGPA. Repeat Course fee (on re-registration) will be charged as per policy.

3.6. Refund Policy

UMT follows the fee refund policy of the Higher Education Commission of Pakistan. Under this policy, the admission fees is NOT Refundable. Only tuition fee may be refunded according to the following schedule:

- 100% tuition fee may be refunded within the 1st week of the commencement of classes.
- No tuition fee will be refundable after the 1st week of the commencement of classes.
- Rs. 10,000/- will be deducted as refund processing fee.

3.7. Class Attendance

The participant is expected to attend all classes, laboratories, tutorials or other class meetings officially designated for a particular course. A minimum of 75% attendance is required for a participant to be eligible to sit in the final examination/assessment. The course shall be repeated in case of short attendance. The participant with less than 75% of attendance in a course shall be awarded with 'SA' (Short Attendance) grade and shall not be allowed to take end-term exams or assessments. Al Umrah is not considered a valid excuse for absence.

3.8. Repeat Courses

The participant is expected to attend all classes, laboratories, tutorials or other class meetings officially designated for a particular course. A minimum of 75% attendance is required for a participant to be eligible to sit in the final

examination/assessment. The course shall be repeated in case of short attendance. The participant with less than 75% of attendance in a course shall be awarded with 'SA' (Short Attendance) grade and shall not be allowed to take end-term exams or assessments.

3.9. Semester Freeze

A semester freeze is permitted for plausible reasons up to a maximum of:

- Two semesters in a 4/5-year degree program (not the first two semesters)
- Once in a 2-year degree program (not the first semester)

Procedure: Obtain clearance from Library, IPC, and Accounts Office → Submit clearance form to PRS → Surrender UMT ID Card. During the freeze the participant loses student status and cannot use university facilities.

To unfreeze: Submit request via Student Portal / PRS Request Management System or email prshelpdesk@umt.edu.pk at least 15 days before semester start.

Note: Freezing after the Add/Drop period (and before midterms) is allowed only for medical emergencies certified by the University Medical Officer — a processing fee applies. Leaving without approval or missing end-term exams without approval results in an F grade. Missing two consecutive semesters without approved freeze attracts a re-admission fee. ***(Refer to Appendix B)***

3.10. Probation Policy (Undergraduate)

Warning	CGPA < 2.00	Auto-generated warning letter; contact Batch Advisor.
1st Probation	CGPA < 1.75 after Warning	Auto-generated letter; contact Batch Advisor.
2nd Probation	CGPA < 1.75 for 2 consecutive semesters	Auto-generated letter; contact Batch Advisor.
3rd Probation	CGPA < 1.75 for 3 consecutive semesters	Cannot register new courses; must clear old courses. Contact Batch Advisor & CoD.

After 3rd Probation, if CGPA is not improved within 2 additional semesters, a Department Level Committee (headed by CoD) reviews and recommends continuation, ADP award, or dismissal. A University Level Committee (headed by Registrar) makes the final decision. ***(Refer to Appendix D)***

Academic Dismissal: A participant is dropped if they receive 5 or more F grades in the first semester only.

3.11. Student Support Services

The BS Human Nutrition and Dietetics (HND) program provides comprehensive, structured, and multi-tiered student support services designed to promote academic success, professional development, well-being, and timely progression toward graduation. These services are integrated through institutional systems (ERP, OPS, OPA) and program-level academic advising to ensure continuous monitoring, early intervention, and holistic student development.

3.11.1. Academic Monitoring and Early Warning System

The program uses an ERP-based monitoring system to continuously track student performance, including course registration ***(For course registration process, refer to Appendix A)***, attendance, CGPA, and overall academic progress. This system enables early detection of academic difficulties by automatically generating alerts to both students and faculty when performance falls below required thresholds. It also monitors professional behavior and academic integrity, with violations flagged for appropriate institutional action in line with university policies. https://erpcrm.umt.edu.pk

3.11.2. Remediation and Academic Support

Students experiencing academic challenges are supported through structured remediation mechanisms, including the Student Success Initiative (SSI), OPS framework, and Progress Review System (PRS). These systems ensure timely identification of at-risk students and provide targeted interventions such as peer tutoring and tutorial sessions. Students also receive faculty advisory support, scholarships, and financial aid opportunities to reduce barriers to progression and improve retention. https://www.umt.edu.pk/ops/home.aspx

(For participant grievance procedure, refer to Appendix F)

3.11.3. Academic Advising and Counseling Services

Each student is assigned a dedicated academic advisor who provides continuous mentorship throughout the program. Students identified with minimal chances of success are engaged through three structured counseling meetings per semester (beginning, mid-semester, and pre-final examinations). These sessions evaluate academic performance, attendance, and CGPA, and guide students either toward improvement strategies or appropriate alternative career pathways. Students are also informed about probation policies, and those falling below required CGPA are closely monitored under probation with structured academic support as per institutional regulations. https://erpcrm.umt.edu.pk

3.11.4. Supervised Practice Support and Monitoring

The program ensures structured documentation and monitoring of supervised practice hours. Students complete 80% of their training in professional work settings and 20% in in-house activities such as simulation, case studies, and role play. Attendance and daily in-time/out-time records are maintained using Google Sheets and are regularly monitored by faculty. This ensures transparency, accountability, and accurate tracking of experiential learning progress in accordance with internship policy requirements.

3.11.5. Student Retention and Engagement Services

Student retention is strengthened through integrated institutional systems including OPS support services and faculty advising. Additional engagement opportunities such as “Meet the Dean” sessions allow students to directly communicate concerns and receive guidance from academic leadership. These mechanisms ensure continuous engagement, timely intervention, and improved student success outcomes. https://www.umt.edu.pk/ops/home.aspx

3.12. Course Withdrawal

A participant may withdraw from a course within 6 weeks of commencement. A W grade is awarded and has no effect on GPA/CGPA. Repeat-course fee applies on re-registration.

3.13. Independent Study

Available only once during the degree program and only when a single course graded F remains in the last semester (12th semester for non-PEC, 14th for PEC programs), AND the course is not offered that semester. Requirements:

- Endorsed by Chairperson and Dean/Director.
- Fee: Rs. 20,000 in addition to the course fee.
- Maximum grade awarded: B+.
- Requests considered one week before midterm examination.

3.14. Make-up of Mid-term Examination

Allowed only for serious illness/injury or death in the immediate family. The participant (or a representative) must submit a make-up exam petition form to the CoD with supporting documents within 3 working days. The CoD refers to Dean/Director for approval; the exam must be taken within 2 weeks. Requests considered one week before midterm examination.

3.15. Incomplete (I) Grade

Awarded only in emergencies with Advisor/CoD recommendation and Dean/Director approval. The participant takes only the end-term exam in the very next semester; all prior evaluations stand. If the end-term exam is missed, the I grade converts to F.

3.16. Program Duration and Maximum Time Limit for Degree Completion

Students enrolled in the BS Human Nutrition and Dietetics (HND) program must complete all degree requirements within the prescribed maximum duration established by the University. The maximum duration is calculated from the commencement of the first semester of enrollment.

Degree Program	Minimum Duration	Maximum Duration
2-Year Undergraduate Program	2 Years	3 Years
4-Year Undergraduate Program	4 Years	6 Years
4-Year Undergraduate Program (PEC Accredited)	4 Years	7 Years
4-Year Undergraduate Program (NCEAC Accredited)	4 Years	7 Years
5-Year Undergraduate Program	5 Years	8 Years

The BS HND is a 4-year undergraduate degree program comprising eight semesters. Students are expected to complete all graduation requirements within the prescribed study period. However, in accordance with University policy, the maximum allowable time for completion of the degree is six (6) years from the date of first enrollment. Students who fail to complete degree requirements within the maximum duration shall be subject to the University's academic regulations regarding degree completion and enrollment status. ***(Refer to Appendix G, For Final Clearance and Transcript Process refer to Appendix C)***

3.16. Honors and Awards

3.16.1. Rector's Merit Award

Criteria: Semester GPA of 4.00/4.00, full course load (per approved roadmap, excluding pre-GPA, non-GPA, internship, and final project/thesis courses), no F/SA/W grade, no repeat course, no disciplinary penalty.

Benefit: Tuition fee waiver of 6 credit hours + merit award + certificate. Final-semester students receive no financial benefit.

3.16.2. Dean's Merit Award

Criteria: Semester GPA ≥ 3.70/4.00 (MBA Professional: ≥ 3.80), full course load, no F/SA/W grade, no repeat course, no disciplinary penalty.

Benefit: Top 10 from the eligible top-10% in each program receive a fee waiver of 3 credit hours + merit award + certificate. The remaining eligible participants in the top 10% receive a Letter of Appreciation.

3.17. Scholarships and Financial Aid

All scholarship and financial aid structures are effective from Fall 2024 Semester onward. All discounts, waivers, scholarships, and financial aids apply to tuition fee only. Admission and Library fees are non-refundable. ***(Refer to Appendix E)***

3.17.1. Merit Scholarships (Based on Intermediate Marks)

Marks % in Intermediate	Scholarship
Position Holders	100%
95% and above	90%
90%–94.99%	80%
85%–89.99%	70%
80%–84.99%	50%
75%–79.99%	35%
70%–74.99%	25%
65%–69.99%	10%

3.17.2. Non-Merit Scholarships and Discounts

Scholarship / Discount	Benefit
Alumni Scholarship	100% waiver on admission fee & form fee; 50% tuition fee waiver for 2-yr alumni (CGPA ≥ 3.00) joining 4-yr program.
Kinship Policy	20% tuition fee waiver for kin (brother/sister/spouse/parent/child) of alumni or existing participants.
ILM Colleges Students	100% admission fee waiver + 15% tuition fee waiver (up to

	90% total merit+non-merit).
Corporate Group Discount	30% tuition fee waiver when an organisation nominates ≥ 3 candidates.
Remote Area Scholarship	Up to 50% tuition fee waiver; min 60% marks or 2.50 CGPA in prior qualification; interview required.
Outstanding Sportsmen & Extracurricular	Up to 100% tuition fee waiver for national-color holders or outstanding extracurricular performers.
Special Person (Differently-Abled)	Maximum 50% fee as standard for all certified special students.
Children of Shuhada	50% tuition fee waiver.
Children of Government Teachers (≤Scale 16)	20% tuition fee waiver.
Justice A R Cornelius Scholarship	30% tuition fee waiver for Pakistani minority nationals with min 60% marks in Intermediate/Graduation.
Khurram Murad Scholarship	50% tuition fee waiver for 2 foreign-national students per semester.
Scholarship for Orphans	20% fee waiver (need-based; scrutiny + interview).
Need-Based Financial Aid (Qarz-e-Hasna)	Variable; repayable in installments over 3–5 years post-degree.
Experience-Based (MS/M.Phil.)	20% (≥5 yrs) | 25% (≥7 yrs) | 30% (≥10 yrs) professional experience.
TKS Alumni	100% admission fee waiver + 10% additional discount.

3.17.3. CGPA Maintenance to Continue Merit Scholarship

Applicable from Fall 2024 batches onward. In the first semester, SGPA is treated as CGPA.

Scholarship %	Minimum Maintaining CGPA
100%	3.90
90%	3.80
80%	3.70
70%	3.60
60%	3.55
50%	3.50
45%	3.45
40%	3.40
35%	3.35
30%	3.30
25%	3.25
10%	3.00

Note: Non-merit scholarship continuation requires minimum CGPA of 3.00. All scholarships/waivers are permanently withdrawn after 2 consecutive quarters of fee default.

3.18. Liability for Safety in Student Transportation for Field Trips and Internship Placements

Transportation is officially provided by the university; it assumes responsibility for ensuring the safety and security of students during travel to and from assigned areas. This includes maintaining vehicles in safe working condition and adhering to established safety protocols. Students are also expected to follow transport guidelines and cooperate with safety measures to ensure a secure travel environment.

Notice of Opportunity to File Complaints with the Accreditation Council for Education in Nutrition and Dietetics (ACEND)

The Accreditation Council for Education in Nutrition and Dietetics has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs that it accredits. Any individual, for example, student, faculty, dietetics practitioner, and/or member of the public may submit a complaint against any accredited or approved program to ACEND. However, ACEND will not intervene on behalf of individuals, or act as a court of appeal for individuals in matters of admissions, appointment, promotion, or dismissal of faculty or students. It will act only upon a signed allegation that the program may not be in compliance with the accreditation standards or policies. The complaint must be signed by the complainant. Anonymous complaints will not be considered. A copy of the accreditation standards and/or the ACEND policy and procedure for submission of complaints may be obtained by contacting the education staff at: Accreditation Council for Education in Nutrition and Dietetics (ACEND), 120 South Riverside Plaza, Suite 2000 Chicago, IL 60606-6995, (800) 877-1600, Ext. 5400, www.eatright.org

`

4. Profession of Nutrition and Dietetics

4.1. Scope of Practice, Standards of Practice, Standards of Professional Performance - Academy of Nutrition and Dietetics (AND)

The Revised 2024 Scope and Standards of Practice for the Registered Dietitian Nutritionist (RDN) serves as a key resource for RDNs to understand the practice environment and standards that guide RDN practice; to use to evaluate, improve, and expand their practice, and to demonstrate and assure safe and quality practice for the individuals and organizations they serve. The RDN is educated and trained in food and nutrition science and dietetics practice. RDNs are integral members and leaders of interprofessional teams in health care, foodservice management, education, research, and other practice environments. They provide services in varied settings, such as health care; business and industry; community and public health systems; schools, colleges, and universities; the military; government; research; wellness and fitness centers; agribusiness; private practice; and communications. The Revised 2024 Scope and Standards of Practice for the Registered Dietitian Nutritionist can be found at www.cdrnet.org/scope.

Code of Ethics for the Nutrition and Dietetics Profession

The Academy of Nutrition and Dietetics (Academy) and its credentialing agency, the Commission on Dietetic Registration (CDR), believe it is in the best interest of the profession and the public it serves to have a Code of Ethics in place that provides guidance to nutrition and dietetics practitioners in their professional practice and conduct. Nutrition and dietetics practitioners have voluntarily adopted this Code of Ethics to reflect the values and ethical principles guiding the profession and to set forth commitments and obligations of the nutrition and dietetics practitioner to the public, clients, the profession, colleagues, and all others to which they provide service. The updated Code of Ethics was approved by the Academy Board of Directors and the Commission on Dietetic Registration, effective June 1, 2018.

The code of ethics applies to:

- All members of the Academy who are credentialed by CDR
- All members of the Academy who are not credentialed by CDR
- All CRD credentialed practitioners whether or not they are members of the AND.

The Code of Ethics for the Nutrition and Dietetics Profession – Academy of Nutrition and Dietetics can be found on https://www.eatright.org/-/media/files/eatright/coeforthenutritionanddieteticsprofession.pdf?rev=429477b900dc4c0f9e22dc983cd980aa&hash=616B2B79D3011781E27CB24839205E2E

4.2. Professional Obligations

1. The dietetics practitioner conducts himself/herself with honesty, integrity, and fairness.
2. The dietetics practitioner supports and promotes high standards of professional practice. The dietetics practitioner accepts the obligation to protect clients, the public, and the profession by upholding the Code of Ethics for the Profession of Dietetics and by reporting perceived violations of the Code through the processes established by AND and its credentialing agency, CDR.

4.2.1. Responsibilities to the Public

1. The dietetics practitioner considers the health, safety, and welfare of the public at all times.
2. The dietetics practitioner complies with all laws and regulations applicable or related to the profession or to the practitioner's ethical obligations as described in this Code.
3. The dietetics practitioner provides professional services with objectivity and with respect for the unique needs and values of individuals.
4. The dietetics practitioner does not engage in false or misleading practices or communications.
5. The dietetics practitioner withdraws from professional practice when unable to fulfill his or her professional duties and responsibilities to clients and others.

4.2.2. Responsibilities to Clients

1. The dietetics practitioner recognizes and exercises professional judgment within the limits of his or her qualifications and collaborates with others, seeks counsel, or makes referrals as appropriate.
2. The dietetics practitioner treats clients and patients with respect and consideration.
3. The dietetics practitioner protects confidential information and makes full disclosure about any limitations on his or her ability to guarantee full confidentiality.
4. The dietetics practitioner, in dealing with and providing services to clients and others, complies with the same principles set forth above in "Responsibilities to the Public"

4.2.3. Responsibilities to the Profession

1. The dietetics practitioner practices dietetics based on evidence-based principles and current information.
2. The dietetics practitioner presents reliable and substantiated information and interprets controversial information without personal bias, recognizing that legitimate differences of opinion exist.
3. The dietetics practitioner assumes a life-long responsibility and accountability for personal competence in practice, consistent with accepted professional standards, continually striving to increase professional knowledge and skills and to apply them in practice.
4. The dietetics practitioner is alert to the occurrence of a real or potential conflict of interest and takes appropriate action whenever a conflict arises.
5. The dietetics practitioner permits the use of his or her name for the purpose of certifying that dietetics services have been rendered only if he or she has provided or supervised the provision of those services.
6. The dietetics practitioner accurately presents professional qualifications and credentials.
7. The dietetics practitioner does not invite, accept, or offer gifts, monetary incentives, or other considerations that affect or reasonably give an appearance of affecting his/her professional judgment.

4.2.4. Responsibilities to Colleagues and Other Professionals

The dietetics practitioner demonstrates respect for the values, rights, knowledge, and skills of colleagues and other professionals.

5. Student Information - Faculty Directory

Name	Title	Location	E-mail
Dr. Komal Javed	(COD/ Assistant Professor)	SDT-500	komal.javed@umt.edu.pk
Dr. Urwa Tariq	Assistant Professor	SDT-502	urwa.tariq@umt.edu.pk
Dr. Anum Ishaq	Assistant Professor	SDT-502	anum.ishaq@umt.edu.pk
Dr. Maria Maqsood	Assistant Professor	SDT-502	maria.maqsood@umt.edu.pk
Mr. Waqas Asghar	Lecturer	SDT-500	waqas.asghar@umt.edu.pk
Ms. Izma Zahir	Lecturer	SDT-502	izma.zahir@umt.edu.pk
Ms. Hafsa Naeem	Lecturer	SDT-502	hafsa.naeem@umt.edu.pk
Ms. Misha Arooj	Lecturer	SDT-502	misha.arooj@umt.edu.pk
Ms. Saleha Khan	Lecturer	SDT-504	saleha.khan@umt.edu.pk
Dr. Habiba Farooq (MBBS)	Lecturer	SDT-502	habiba.farooq@umt.edu.pk
Ms. Khadijah Fayyaz	Lecturer	SDT-502	khadijah.fayyaz@umt.edu.pk
Ms. Yamna Rizwan	Lecturer	SDT-502	yamna.rizwan@umt.edu.pk
Ms. Maira Abdul Razzak	Lecturer	SDT-502	maira.razzak@umt.edu.pk
Ms. Mashta Ikram	Lecturer	SDT-504	mashta.ikram@umt.edu.pk

6. Program Contact Information

Business Address: STD-500, Level 4 School of Food and Agricultural Sciences, University of Management and Technology (UMT), Lahore, 54000, Pakistan

Dr. Komal Javed, PhD - Program Director, Foreign Dietitian Education Program
E-mail: komal.javed@umt.edu.pk

Administrators

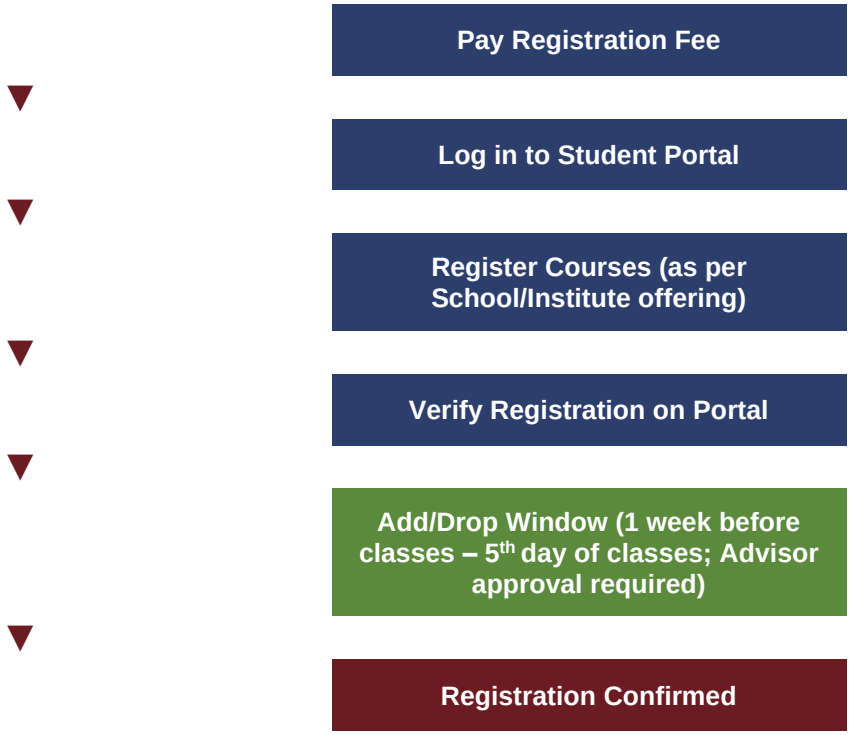
Prof. Dr. Nauman Khalid, PhD, FIFST, FHEA - Professor and Dean, School of Food and Agricultural Sciences
E-mail: nauman.khalid@umt.edu.pk

Dr. Ubaid Ur Rahman, PhD - Associate Professor
E-mail: ubaidurrahman@umt.edu.pk

Ms. Khadijah Fayyaz, MPhil - Program Coordinator
E-mail: khadijah.fayyaz@umt.edu.pk

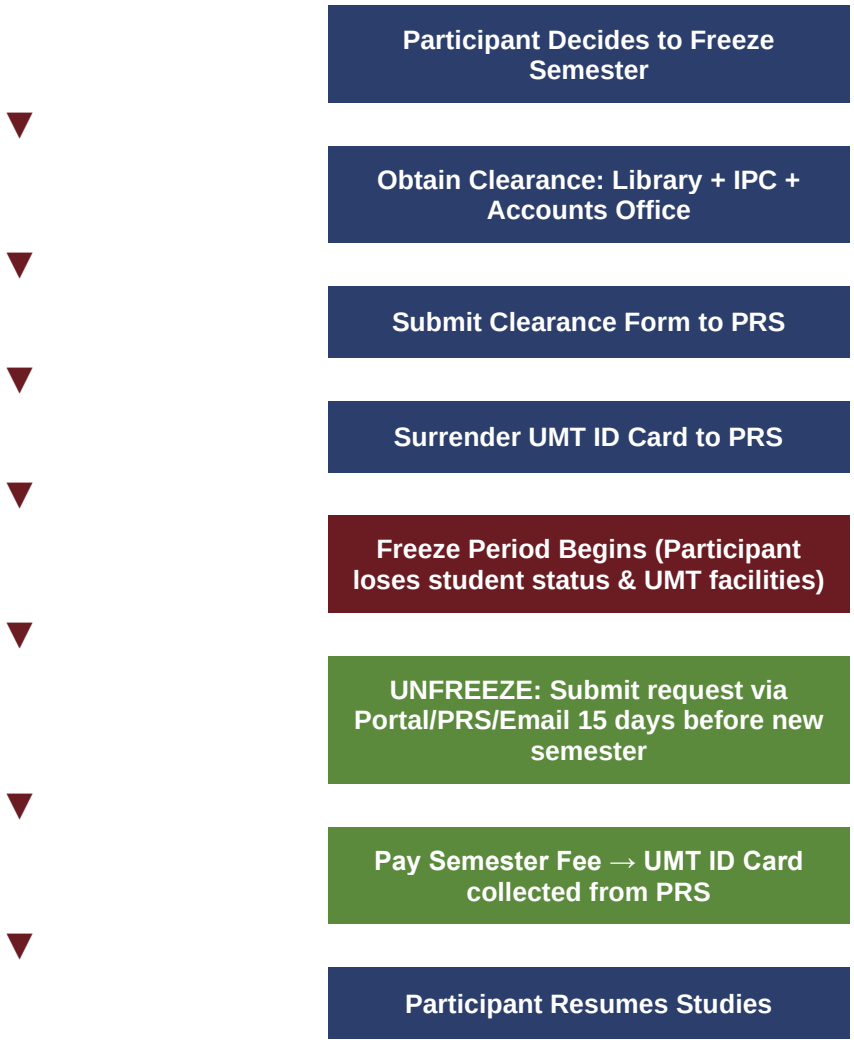
APPENDICES

Appendix A: Course Registration Process



Note: Late registrations are not accepted after the Add/Drop period. Section-change requests are not processed under Add/Drop.

Appendix B: Semester Freeze Process



Note: Freeze after Add/Drop period requires medical emergency certified by University Medical Officer + processing fee of Rs. 10,000.

Appendix C: Final Clearance and Transcript Issuance

Complete All Degree Requirements (courses + CGPA ≥ 2.00)

▼

Log in to Student Portal → FT Clearance Tab

▼

Review Documents and Departments → Start Clearance

▼

Upload Educational Documents

▼

Fill Personal Details + Feedback Form → Submit

▼

Register for Alumni Portal

▼

Clearance Approved by Relevant Departments

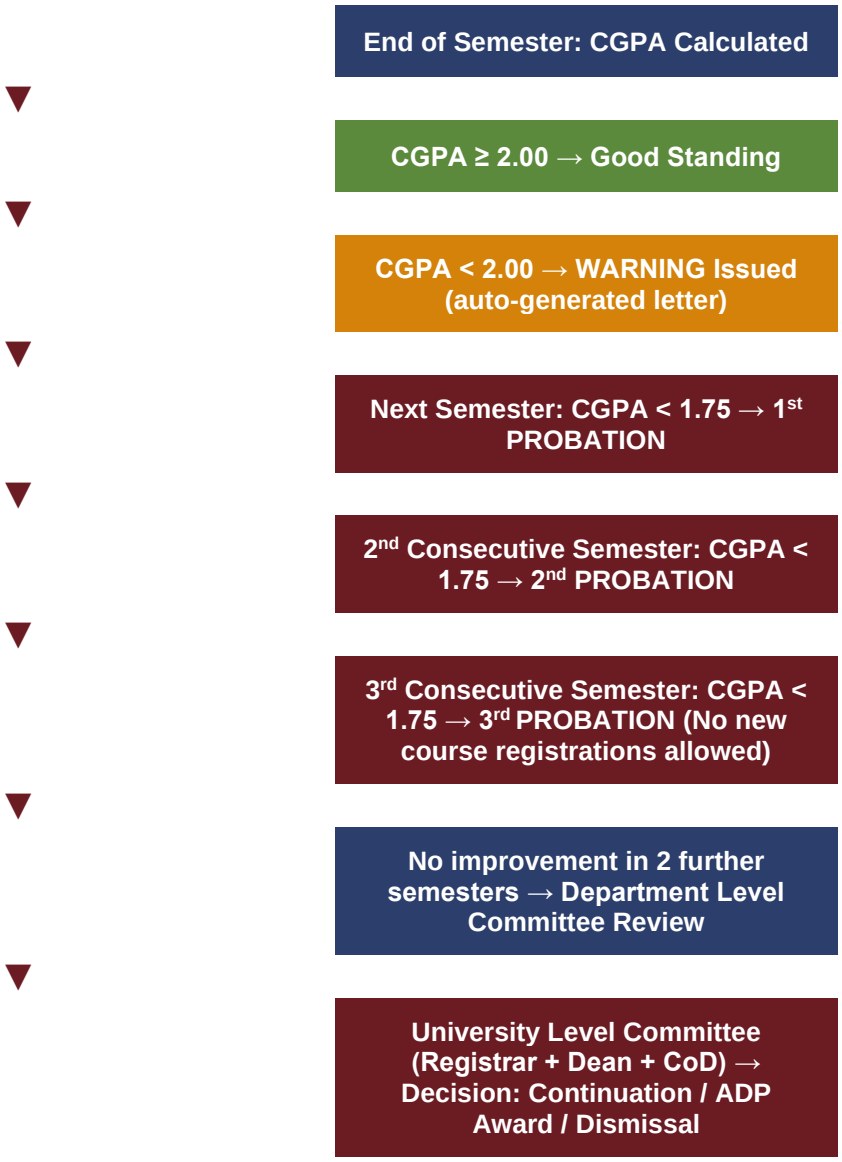
▼

Collect Final Transcript from OCE (Office Hours)

▼

Receive Degree at Convocation (or apply for Urgent Degree via PRS)

Appendix D: Academic Probation Flow



Note: A participant who recovers from probation but later falls below CGPA 1.75 is treated as being on 1st Probation again. Academic Dismissal is triggered by 5 or more F grades in the first semester only.

Appendix E: Merit Scholarship Application and Maintenance

Admission Application Submitted

▼

Intermediate Marks / Prior CGPA / Qualification Verified

▼

Scholarship Slab Determined (per category & program)

▼

Scholarship Applied to Tuition Fee for 1st Semester

▼

End of Each Semester: CGPA/SGPA Checked vs Maintenance Threshold

▼

CGPA Meets Threshold → Scholarship Continues Next Semester

▼

CGPA Below Threshold → Scholarship Suspended (until CGPA recovers)

▼

2 Consecutive Quarters Fee Default → Scholarship Permanently Withdrawn

Note: Scholarship/financial aid applies to tuition fee only. No scholarship applies to repeated courses.

Appendix F: Participant Grievance Procedure

Grievance Arises (violation of written university policy)

▼

PHASE 1 – Direct Discussion with Respondent (within 20 working days of occurrence)

▼

Resolved Informally? → YES: Matter Closed

▼

Not Resolved within 15 Working Days → PHASE 2: File Written Complaint

▼

Submit Complaint to: Rector's Office + ORG + Respondent (within 20 working days of first direct contact)

▼

Rector Convenes Dispute Resolution Board (Ombudsman + Dean + CoD + Advisors)

▼

Board Meets Parties, Investigates, Issues Written Report

▼

PHASE 3 – Rector Takes Appropriate Action Based on Report

Appendix G: Degree Completion Overview

Enroll in Program

▼

Complete Required Credit Hours (per program roadmap)

▼

Achieve Minimum Cumulative CGPA ≥ 2.00

▼

Clear All Fee Dues

▼

Complete Online FT Clearance (Portal)

▼

Final Transcript Issued by OCE

▼

Degree Awarded at Convocation

Appendix H: Internship Policy

UMT | SFAS

UMT/SFAS/24-06-2025

School of Food and Agricultural Sciences

Department of Human Nutrition & Dietetics

Internship Policy Document

Table of Contents

1. Overview

The Human Nutrition and Dietetics Internship, offered by the Department of Human Nutrition and Dietetics within the School of Food and Agricultural Sciences (SFAS) at the University of Management and Technology (UMT), is a structured, supervised practice program. This 6-credit-hour supervised practice internship is conducted primarily at hospitals and affiliated institutions, designed to integrate academic knowledge with hands-on practical training. It prepares final-year students for entry-level professional practice in clinical nutrition, foodservice management, and community health nutrition.

2. Purpose

This policy document outlines the standardized protocol for internship placements for students enrolled in the Human Nutrition and Dietetics program. The aim is to ensure a structured, equitable, and high-quality experiential learning experience across affiliated healthcare facilities and institutions.

3. Scope

This policy is applicable to all undergraduate students in their final year of the Human Nutrition and Dietetics program at SFAS, UMT. It governs various components of the internship process, including:

- Student eligibility and financial compliance (including monthly internship fee submission)
- Internship structure, rotation schedule, and placement management
- Monitoring, evaluation, and performance standards
- Ethical and professional conduct during placement
- Documentation, reporting, and quality improvement procedures
- Outreach and development of future collaborations through institutional MoUs

The policy applies to internship experiences facilitated through institutions under active or provisionally approved Memoranda of Understanding (MoUs).

4. Internship Duration and Credit Hours

The internship is a **one-semester** course carrying ***6 credit hours***. The duration and daily/weekly schedules will be defined by the host institution in coordination with the department. Students are expected to comply with the time commitment required by the placement site and institutional policies. The Internship Coordinator will communicate with host institutions to finalize the internship schedule and ensure alignment with departmental academic calendars.

5. Internship Learning Objectives

Aligned with ACEND Competency Requirements (CRDNs), the internship will enable students to:

1. Practice ethically and professionally in accordance with accreditation standards, the Scope of Practice, and the Code of Ethics. *(CRDN 2.1)*
2. Collaborate effectively with NDTRs and other members of the healthcare team. *(CRDN 2.5)*
3. Refer clients and patients appropriately when needs are beyond the dietitian's scope of practice. *(CRDN 2.6)*
4. Participate in professional and community nutrition activities. *(CRDN 2.9)*
5. Demonstrate professionalism, accountability, and effective communication in practice. *(CRDN 2.10)*
6. Participate in coding and billing processes for nutrition and dietetics services, where applicable. (CRDN 4.9)
7. Evaluate personal performance and set goals for continuous professional development. *(CRDN 5.1)*
8. Recognize and communicate professional skills, strengths, and career goals. *(CRDN 5.2)*
9. Develop a professional development plan consistent with CDR guidelines. *(CRDN 5.3)*
10. Demonstrate leadership through advocacy, teamwork, conflict resolution, mentoring, and valuing preceptorship. *(CRDNs 5.4–5.8)*

6. Internship Learning Outcomes

Upon completion of the internship, students will be able to:

1. Assess, diagnose, and develop nutrition care plans for patients using the Nutrition Care Process
2. Counsel patients with diverse conditions using evidence-based guidelines and behavior change techniques
3. Plan and execute nutrition education activities tailored to the needs of diverse community populations
4. Supervise foodservice operations ensuring hygiene, cost-efficiency, and quality standards.
5. Engage in multidisciplinary teams to deliver coordinated care
6. Use informatics tools for record keeping, presentations, and educational material development
7. Demonstrate self-assessment, cultural competence, and ethical conduct in professional

7. Internship Eligibility Criteria

To be considered eligible for internship placement, students must fulfill the following academic and administrative conditions:

- Successful completion of at least ***120 credit hours***
- Concurrent enrollment in ***one department-offered course*** scheduled for weekends, allowing full weekdays for internship participation
- Students shall not be permitted to enroll in any additional or pending courses (core or elective) during the internship period, to ensure full commitment to their practical training
- Attendance in the mandatory pre-internship orientation session organized by the department

8. Internship Fee Submission

Submission of the internship fee on a monthly basis is mandatory for all students enrolled in the Human Nutrition and Dietetics Internship program.

- Students must ensure that the internship fee is paid in full by the ***5th of each month*** during the internship period.
- Failure to submit the monthly fee on time will result in a formal warning. Continued non-payment will lead to termination of the internship placement and may affect timely completion of the degree.

9. Internship Sites, Placement and MoU Management

Internships will be conducted primarily at institutions with active or provisionally approved Memoranda of Understanding (MoUs), as per departmental discretion. These sites include hospitals, community organizations, wellness centers, clinics, and research institutes. The department will oversee and update MoU status regularly to ensure quality and relevance. Each MoU will outline the scope of training, seat availability, supervision standards, and applicable fees or concessions.

The Internship Coordinator, under the guidance and directives of the Chairperson (CoD) and Dean, will oversee and coordinate the allocation of students to placement sites. Student placements will be assigned based on the ***number of available seats at each institute*** and *CGPA* to ensure fair and efficient distribution.

Internship coordinator will serve as the liaison between the host institution and the department.

10. Internship Structure and Rotations

The internship shall consist of three major rotation areas, with time allocated proportionally:

- Clinical Nutrition: Involves nutritional assessment, diet planning, patient education, and working alongside clinical dietitians in hospital or clinic settings
- Foodservice Management: Covers food production systems, hygiene protocols, quality control, and menu planning within institutional kitchens or catering services
- Community Nutrition: Includes community-based education, needs assessments, outreach campaigns, and collaboration with NGOs or health programs

Each student must complete all assigned rotations in accordance with departmental guidelines and institutional expectations.

11. Monitoring, Evaluation and Performance Criteria

Internship performance will be continuously monitored and assessed through a structured evaluation system involving both on-site supervisors (preceptors) and departmental faculty. The goal is to ensure that students achieve the required learning outcomes in clinical, community, and foodservice settings, and are prepared for entry-level professional practice.

A combination of formative and summative assessments will be employed, covering knowledge application, professional behavior, technical skills, communication, and reflective practice. Evaluation will be based on the following components:

1. ***Attendance and Punctuality***
   - Regular attendance and timely reporting to the assigned site are mandatory. Absenteeism without valid justification will be penalized. Students must follow both UMT and host institution policies regarding leaves and punctuality.
   - A ***minimum of 95% attendance*** is mandatory and will be subject to approval by both the preceptor and the department.
   - To qualify for successful completion of the internship, it is mandatory for students to complete all assigned contact hours at their respective internship sites. Failure to fulfill the required number of supervised practice hours may result in an incomplete grade or reassignment.
2. ***Mid-Rotation and Final Evaluations by Preceptors (Weight: 30% Mid, 30% Final – Site Preceptor)***
   - Each intern will undergo two formal assessments during the clinical rotation—one at the midpoint and one at the end. These evaluations will be completed by the hospital site preceptors using standardized competency-based rubrics mapped to CRDNs. The evaluations will measure intern progress in clinical reasoning, technical skills, professional behavior, communication, ethical practice, and teamwork. Constructive feedback from preceptors will guide mid-course improvements and ensure readiness for professional practice by the final review.
3. ***Clinical Case Study Report (Weight: 20%)***

- Interns must submit at least one comprehensive case study during their clinical rotation. The case study should reflect a real patient encounter and include a detailed assessment, nutrition diagnosis, intervention plan, monitoring, and evaluation using the Nutrition Care Process (NCP). The report must integrate evidence-based guidelines and cite relevant research. Evaluation will focus on depth of clinical understanding, accuracy, application of NCP, and clarity of presentation. Evaluation will be conducted by the departmental committee.

4. ***Learning Assessment Portfolio (LAP) (Weight: 20%)***
   - A comprehensive learning portfolio is required from each intern at the end of the placement. The LAP is a structured portfolio that documents the intern's academic, clinical, and professional development. It must demonstrate integration of theory into practice, reflective learning, and competency growth.

Required Components:

- Initial Learning Styles Quiz and My Learning Style & Strategies Essay
- My Areas of Interest in Dietetics and My Learning Needs
- Clinical Rotation Documentation: Objectives, Logs, Experience Forms, Activity Checklists
- Reflective Journal Entries and Clinical Case Summaries
- Patient Education Materials and Community/Foodservice Project Summaries
- Clinical Services Organization Report
- Glossaries: Medical terms, Medications, Lab Values
- Performance Evaluation Tracker
- My Academic Performance Analysis
- Examples of Work: Reports, assignments, case studies, and checklists

The portfolio should be well-organized and submitted by the set deadline. Evaluation will be conducted by the departmental committee.

All components will be graded using a standardized evaluation rubric, and students must achieve at least a proficient level across all areas to successfully complete the internship. Persistent underperformance may result in internship deferment or termination.

12. Feedback and Quality Improvement

The department values feedback as a vital component of program improvement. Post-internship feedback will be collected from:

5. Students (via surveys and reflective reports)
6. Host institution supervisors (through evaluation forms and exit meetings)
7. Internship coordinator (internal review)

Findings will be used for annual curriculum review, improvement in site selection, and enhancement of student preparation and training modules.

13. Code of Conduct

Interns are expected to demonstrate high standards of professional behavior, integrity, and ethics. They must adhere to both UMT's code of conduct and the policies of the host institution. Key expectations include:

- Wearing professional attire and student IDs
- Maintaining patient and data confidentiality
- Avoiding plagiarism or falsification in reports/logbooks
- Showing respect to patients, staff, and institutional policies
- Reporting any issues or grievances promptly through proper channels

Serious violations may result in disciplinary action including termination of the internship or delay in degree completion.

14. Future MOUs and Outreach Plan

To ensure continual growth, diversity, and relevance in internship opportunities, the Department of Human Nutrition and Dietetics at SFAS is committed to expanding its network of affiliated institutions through a strategic outreach and affiliation plan. This will be achieved through the use of formal Letters of Intent (LOIs) as the first step in establishing new collaborations, which may then proceed to full Memoranda of Understanding (MoUs) upon mutual agreement. The department will:

- Proactively initiate new MoUs with hospitals, public health agencies, international bodies, and food companies
- Review expired agreements for renewal or re-alignment
- Seek interdisciplinary internship sites (e.g., culinary arts, public health policy, social media nutrition)
- Strengthen ties with alumni and professional bodies for outreach and placement partnerships

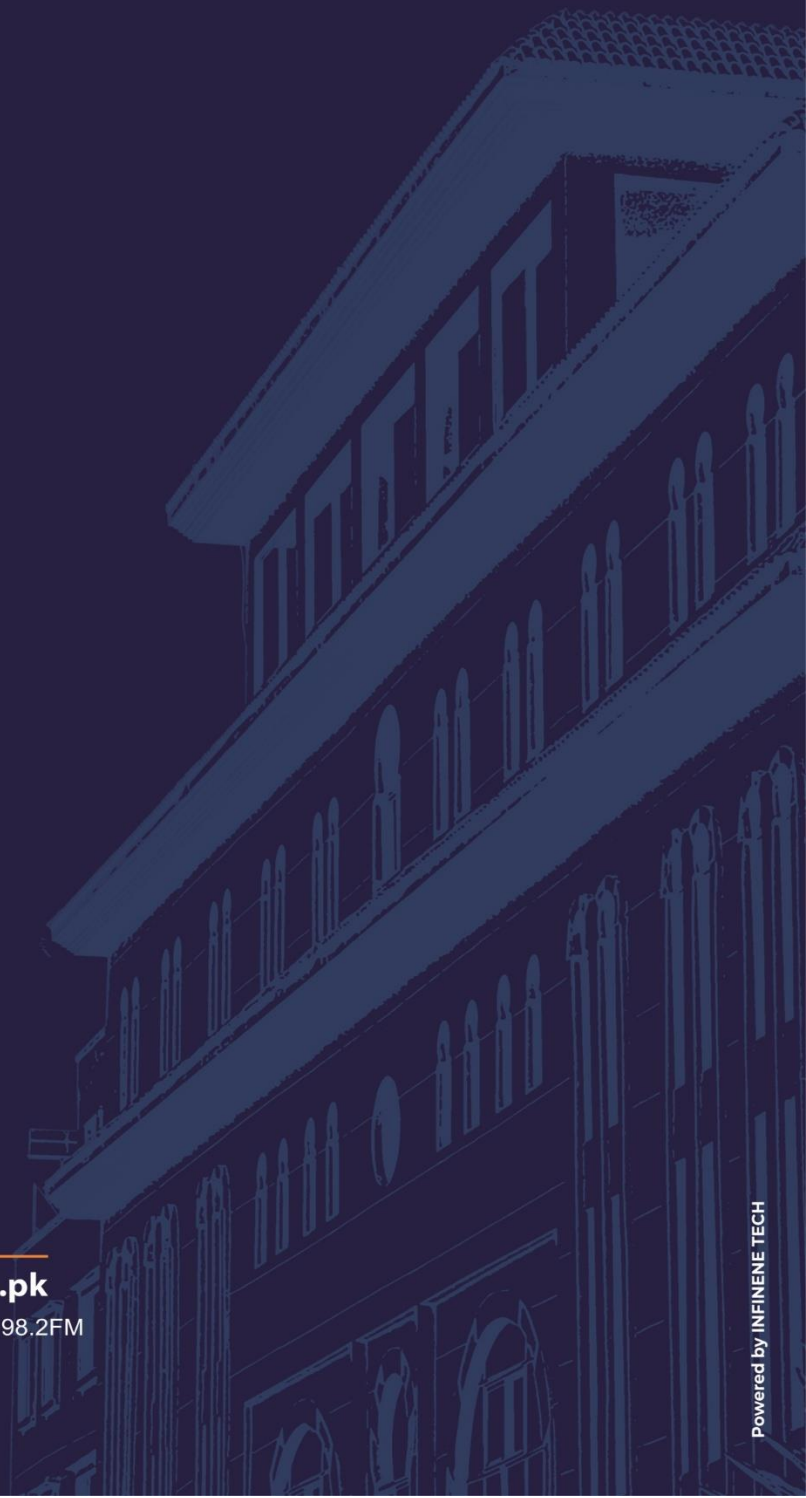
Dr. Komal Javed
Chairperson
Department of Human Nutrition and Dietetics
School of Food and Agricultural Sciences,
UMT, Lahore

Dr. Nauman Khalid
Professor/ Dean
School of Food and Agricultural Sciences,
UMT, Lahore

Acknowledgement

I have read and understood the policies contained in this Departmental Handbook and agree to abide by all rules and regulations of the University of Management and Technology.

Participant's Name: _____	ID Number: _____
Participant's Signature: _____	Date: _____
Parent/Guardian's Signature: _____	Date: _____



PKR 16+ BILLION IN SCHOLARSHIP
50,000 BENEFICIARIES

UMT MY FIRST CHOICE

Lahore Campus:

Main Campus, UMT Road, C-II Johar Town, Lahore, Pakistan.
Tel: +92 42 35212801-10, email: admissions@umt.edu.pk

SHS Campus:

72-A Raiwind Rd, Dubai Town, Lahore.
Tel: +92 42 35212801-10, email: admissions@umt.edu.pk

Sialkot Campus:

21-A, Small Industrial Estate, Shahabpura Road, Sialkot.
Tel:+92 52 3256964, +92 52 3241801-10
Email: info@skt.umt.edu.pk, web: skt.umt.edu.pk

UAN: 042 111 868 868, Website: www.umt.edu.pk

www.umt.edu.pk /umtofficial UMT Radio 98.2FM