

# COLUMBUS STATE

## COMMUNITY COLLEGE

1. Admission to the **Dietetic Technician Program** is offered only during spring semester for an autumn start. Complete the Nutrition and Dietetic Program Application and email to Paula Gallagher ([pgallagher3@csc.edu](mailto:pgallagher3@csc.edu)) by **April 1<sup>st</sup>**.
  - a. Students must meet all pre-admission requirements:
    - i. Acceptance into Columbus State Community College (CSCC)
    - ii. Placement into STAT1350
    - iii. Placement into ENGL1100
    - iv. A cumulative GPA of 2.5 or higher at CSCC or the school or college most recently attended. If less than 12 credits have been completed at CSCC, the GPA from the most recently attended learning institution will be used for program admission purposes.
2. Students will be *conditionally* accepted and notified by e-mail and USPS mail by **April 15<sup>th</sup>** if they meet all above requirements.
3. Once conditionally accepted, students must complete the Acknowledgement and Verification Form and send to Paula Gallagher. **Form must be received by May 1<sup>st</sup>**.
  - a. Email:  
[pgallagher3@csc.edu](mailto:pgallagher3@csc.edu)
  - b. Mail:  
Paula Gallagher  
Mitchell Hall 302D  
Columbus State Community College  
550 Spring Street  
Columbus, Ohio 43215
4. Once the Acknowledgement and Verification form is received, students will be given information for required Health Record, Background Check, and Drug Screening. The submission of the Health Record, Background Check, and Drug Screening forms must be initiated **by May 15<sup>th</sup>**.
  - a. Please be advised:
    - i. The Health Record can take 7-10 days for processing once it has been submitted to the CSCC Health Record Department. Submit attachments or scans (photos not accepted) from CSCC student email to: [healthrecords@csc.edu](mailto:healthrecords@csc.edu)
    - ii. The Background Check can take up to 45 days for processing once it has been initiated.
    - iii. The Drug Screening can take up to 7 days for processing once it has been initiated.

Failure to complete the above items by the required deadlines will result in the inability to enter the Dietetic Technician Program.