

# Accreditation Council for Education in Nutrition and Dietetics

the accrediting agency for the  
 Academy of Nutrition  
and Dietetics

ACEND® Board of Directors  
2016-2017

May 9, 2017

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Assistant Professor, Internship Director  
City University of New York  
Graduate School of Public Health and Health Policy  
55 West 125<sup>th</sup> Street  
New York, NY 10027

Dear Dr. Gaba:

This letter is to advise you of the action taken by the Accreditation Council for Education in Nutrition and Dietetics (ACEND®) board regarding the proposed Dietetic Internship (DI) at City University of New York. During its May 8, 2017 meeting, the ACEND board voted to grant Candidacy for Accreditation to your program. Candidacy for Accreditation is granted for a non-degree DI Program enrolling 10 on-site and 20 remote full-time interns annually. The program will have a Public Health Nutrition concentration.

The decision was based on a peer review of the self-study report, the site visit report and your program's response to the site visit report. ACEND recognizes your program's compliance with the Accreditation Standards and encourages you to continue your efforts in providing quality dietetics education. Interns accepted as of this date, and those in succeeding classes, will be eligible, upon satisfactory completion of the program, to write the Commission on Dietetic Registration's Registration Examination for Dietitians.

A site-visit for full accreditation will be scheduled after two classes have graduated and written the Registration Examination for Dietitian Nutritionists, but no later than **May 31 2020**. Please notify ACEND staff in writing when the second class is enrolled to begin the site-visit scheduling process. A self-study report for full accreditation addressing the Accreditation Standards in effect at that time must be submitted to ACEND for review prior to the site-visit. Because Candidacy for Accreditation cannot extend more than four years, the Candidacy for Accreditation term will end on **May 8, 2021**.

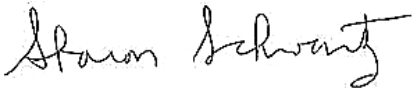
Ann Gaba, EdD, RD, CDN, CDE  
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Computer matching is mandatory for all Dietetic Internship appointments. Contact an ACEND staff member with any questions you may have regarding the computer matching process. In addition, all programs are required to pay an annual accreditation fee. To obtain the prorated annual accreditation fee invoice, click [ACEND Fee Invoice](#). Payment is due no later than **July 7, 2017**. If the payment is not received by the due date a late fee will apply.

Ordinarily, major program changes other than program director or administrative structure changes will not be accepted from or approved for programs with Candidacy for Accreditation status. Guidelines for reporting major changes are on the Accreditation Community of the ACEND portal which can be accessed at [education.webauthor.com](http://education.webauthor.com).

Congratulations on the Dietetic Internship's Candidacy for Accreditation status. The ACEND staff is available to answer any questions you may have regarding the accreditation process and the implementation of your program. If there are any questions, call 800-877-1600 ext. 5400 or email [acend@eatright.org](mailto:acend@eatright.org).

Sincerely,



Sharon K. Schwartz, MS, RD, LDN  
Chair, Accreditation Council for Education in Nutrition and Dietetics

SKS/jj

cc: Ayman El-Mohandes, MBBCh, MD, MPH  
Jim Stimpson, PhD  
Mary Schooling, PhD  
Kara Freeman, DrPH, RD, FAND, Lead Program Reviewer  
Astrid M. Innis, PhD, RD, LD, Accompanying Program Reviewer  
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