



Memorandum

#13-058

TO: WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: May 28, 2013

SUBJECT: Register Now for the Fall 2013 Semester at Santa Fe Community College!

Santa Fe Community College (SFCC) will continue to offer online nutrition courses this fall. These 14-week nutrition courses begin September 9, 2013 and end December 14, 2013. *Although most of the nutrition courses may appear full, a limited number of seats have been set aside for WIC students. Please register early, as there is limited space. Please see page 2 of this document for special and detailed instructions for WIC staff to enroll early.*

In addition, classes will be available for staff sitting for the IBCLC exam. Prerequisites must be completed before registering for some of the IBCLC courses. All non-nutrition courses have various start dates. Please refer to the individual course below for specific course dates. A high school diploma or GED is not required to apply or to register for any courses.

Reimbursement from the State Agency is contingent upon successful completion of all courses by the WIC staff member with a letter grade of a C or better. The local agency may bill under either Administration or Nutrition Education for payment of the courses. If the student does not successfully pass the course with a letter grade of a C or better, it is the local agency's decision to determine if the staff member is responsible for reimbursement. The WIC staff member is responsible for purchasing textbooks.

Fall 2013 Nutrition Courses:

- **NUTR 200 Nutrition** (2 sections-register for one only) **CRN 20650 or 20651** – Basic principles of nutrition, including functions, interactions and human requirements of nutrients in maintaining optimum health.
Required Text: *Nutrition & You, 2nd ed.* ISBN 9780321814937
NOTE: this is a text change from previous semesters.
- **NUTR 205 Nutrition in the Life Cycle** **CRN 20652** – Nutritional needs and recommendations for pregnancy, infancy, childhood, adolescence, adulthood and the elderly.
Required Text: *Nutrition through the Life Cycle, 4th ed.* ISBN 9780538733410

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- **NUTR 209 Nutrition in Chronic Disease CRN 20653** – Review of the relationship between nutrition and obesity, diabetes, hypertension, heart disease and cancer.
Required Text: none
- **NUTR 215 Culinary Nutrition CRN 20654** – This course combines the science of nutrition and current dietary recommendations with the culinary arts. Strategies and techniques used to prepare healthful and appetizing food are explored and demonstrated.
Required Texts: *NRAEF ManageFirst Nutrition Competency Guide* ISBN 0132283867, *Techniques of Healthy Cooking* ISBN 9780470052327
- **NUTR 221 Diabetes Management CRN 20655** – Prevention and management of diabetes including blood glucose control, insulin and medication, nutrition and exercise recommendations, and the prevention of complications.
Required Texts: *Complete Guide to Diabetes* 4th ed, ISBN 1580402372, *Guide to Eating Right When You Have Diabetes* ISBN 1580401619

The textbooks required above may be ordered and shipped through the SFCC bookstore 505-428-1218 using a credit card OR through most major online booksellers. Students should have their text available the first day of class.

Registration Instructions:

1. All *new* SFCC students must first complete an online application before registering for any courses.
2. Email Gretchen Scott at gretchen.scott@sfcc.edu with the following information:
 - Name and A # (student ID #)
 - Nutrition course(s) you would like to register for (see course list above)
3. Individual students enrolling and paying their own tuition may call the Cashier's Office at 505-428-1211 to make a payment over the phone with a Visa, Master Card or Discover credit card. Students can also set up a payment plan or pay online through their JACK account: under the *Registration* Tab click on *Pay Online* and follow the prompts); contact the Cashier's Office 505-428-1211 for assistance.
4. Third party payers must email the following information to Maria Eleas at maria.eleas@sfcc.edu:
 - Purchase order # or letter of intent to pay
 - Student name(s)
 - Student A#
 - Student phone number
 - Course(s) each student is enrolling in

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NOTE: Payments for Third Party account must be made by July 31st, 2013. If the student is enrolling between August 1st and August 21st, payment must be made by August 21st.

Students may access their courses the first day of class by following the CANVAS link on the SFCC homepage/public website. Please go to the public site for SFCC at www.sfcc.edu for more detailed information about the college (enrollment of new students, college catalog, student handbook, phone numbers, online course access, etc.)

For specific information or questions contact the following individuals:

- Technical problems with registration or online courses: Help Desk 505-428-1222
- Tuition/registration payment 505-428-1211
- Bookstore 505-428-1218
- Nutrition course content information-Gretchen Scott gretchen.scott@sfcc.edu 505-428-1311

If you have any questions or require additional information, please contact Kelley Reed, Nutrition Education Consultant, at 512-341-4580 or kelley.reed@dshs.state.tx.us.