



Memorandum

14-068

TO: WIC Regional Directors
WIC Local Agency Directors

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

DATE: May 20, 2014

SUBJECT: Registration Open for the Fall 2014 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 on September 8, 2014 and end on December 13, 2014. *Although most of the nutrition courses may appear full, a few seats have been set aside for WIC students. Please register early as limited space is available. Please see page 2 of this document for special and detailed instructions for WIC staff enrollment.*

WIC staff interested in enhancing their nutrition knowledge and job skills should consider the online nutrition courses available through SFCC. It is important to note that WIC does not endorse SFCC or those employed with the facility.

Reimbursement from the State Agency is contingent upon successful completion of all courses by the WIC staff member with a letter grade of 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 C or better, the local agency must decide to determine if the staff member is responsible for reimbursement. Requests for time off for the purpose of continuing education are subject to approval. For more information staff should refer to their local agency policy. The WIC staff member is responsible for purchasing textbooks.

Nutrition courses offered this fall are:

- **NUTR 121 Dietary Guidelines CRN 21060**
Presents and explains in detail “*The Dietary Guidelines for Americans*” developed by the U.S. Department of Agriculture and the U.S. Department of Health and Human Services. No text is required for this course.
- **NUTR 200 Nutrition CRN 20553, 20554, or 21418** (Register for one section only)
Presents that basic principles of nutrition, including functions, interactions, and human requirements of nutrients in maintaining optimum health. Required Text: *Nutrition & You, 3rd ed.*, ISBN 9780321960917

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- **NUTR 205 Nutrition in the Life Cycle CRN 20555**
Presents nutritional needs and recommendations for pregnancy, infancy, childhood, adolescence, adulthood, and the elderly. Required Text: *Nutrition through the Life Cycle, 5th ed.*, ISBN 9781133600497
- **NUTR 206 Community Nutrition CRN 21187**
Presents Food and nutrition issues and public health programs related to individuals, families and groups living in a defined area. No text is required for this course.
- **NUTR 209 Nutrition in Chronic Disease CRN 20556**
Reviews the relationship between nutrition and obesity, diabetes, hypertension, heart disease and cancer. No text is required for this course.
- **NUTR 215 Culinary Nutrition CRN 20557**
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 Text: *Techniques of Healthy Cooking, 4th ed.*, ISBN 9780470635438
- **NUTR 221 Diabetes Management CRN 20558**
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 5th ed.*, ISBN 9781580403306, and *Guide to Eating Right When You Have Diabetes*, ISBN 9780471442226
- **NUTR 230 Nutrition for Fitness and Sport CRN 20559**
Principles of nutrition in maintaining optimum health in the exercising adult. Effects of exercise on nutritional requirements and guidelines for their use are emphasized. Required Text: *Practical Applications in Sports Nutrition, 4th ed.*, ISBN 978-1284036695

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. **Important:** Students should have their text available the first day of class.

Instructions for Registration:

1. All *new* SFCC students must first complete an online application by enrolling as a first time student before registering for any courses. Note: A high school diploma or GED is not required to take courses, but is highly recommend.

2. To register for nutrition classes email Gretchen Scott at gretchen.scott@sfcc.edu with your name and A # and the CRN # of 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 may also set up a payment plan or pay online through their "JACK" account found under the *Registration* tab; then by clicking on "*Pay Online*" and following the prompts. Should you need assistance, contact the Cashier's Office at 505-428-1211.
4. Third party payers should email the information listed below to Linda Pena at linda.pena@sfcc.edu or to thirdparty@sfcc.edu.
 - a. Purchase order # or letter of intent to pay
 - b. Student name(s)
 - c. Student A#
 - d. Student phone number
 - e. Course(s) each student is enrolling in

** Payments made for a "Third Party" account must be made by July 30, 2014. If the student is enrolling after July 30, payment must be made by August 20, 2014. If enrolling after August 21, payments must be made by September 3, 2014.

Students can 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 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 payments – 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.