

## **HLTH 1310 – Nutrition and Diet Therapy Request for Transfer Credit for the Nursing Curriculum**

Any prospective nursing student who has taken a nutrition course at another institution can request review of that course to determine if they are eligible for credit by certification (LPN to RN students) or transfer credit (traditional students). Students must complete the following process:

- Stop by the Nursing Program office during business hours to complete a required document requesting consideration of the nutrition course.
- Bring a copy of your official transcript
- Bring a detailed course outline of the course taken at the previous institution. The course outline must include:
  - Course number
  - Course title
  - Number of credits
  - Course outcomes/objectives
  - Detailed course outline showing topics covered in the course

To help students with the process the transfer center will maintain *current* course outlines for our top feeder transfer institutions and vocational/career centers.

Once the required document, transcript, and course outline are submitted to the nursing office, the Nursing Program Director will determine if credit can be awarded. In this event, admissions will post the credits to the Lakeland transcript. If the request is denied, the student will be notified via Lakeland email.

**Please note that transfer of any other general education courses must be reviewed by Counseling.**

### **Contact Information**

Mrs. Tammy Bailey  
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**Effective: July 1, 2016**