

MSND: DI TIMELINE OF EVENTS FOR STUDENTS STARTING MSND IN SPRING 2018

✓	Activity	Point Person	When
	First semester Activities		
	Notification of advisor and admission into MSND	MSND Coordinator	Prior to start of first semester
	Submit for waiver of health insurance, if desired (http://www.eiu.edu/studentinsurance/Forms%20page.php)	PAWS online system/ Health Services	See Health Services for due date
	Provide immunization record to Health Service and MSND Coordinator (including MMR, Varicella, and Hepatitis B series)	MSND Coordinator/Health Services	Friday before first day of classes
	Complete Background Check and drug screen (https://www.eiu.edu/dieteticsgrad/policies.php)	MSND Coordinator	Friday before first day of classes
	Attend MSND Orientation, which will include initial advisement	MSND Coordinator	Friday before first day of classes
	Apply for available Scholarships (FCS in Fall, Graduate School in Spring) (https://www.eiu.edu/dieteticsgrad/scholarships.php)	MSND Coordinator	Dates will vary by scholarship
	Provide copy of DPD Verification Statement	MSND Coordinator	Within weeks 1-3
	Virtually attend DI Showcase and email Dr. Andrade the 3 sites that you do not want to go to.	DI Coordinator	February 1, 2018
	Second Semester Activities		
	Complete and submit Study Plan	MSND Coordinator	Weeks 1-2
	Complete onboarding process with DI Site Director (additional site specific documentation may be required)	DI Site Director	By Mid-semester
	Attend Advocacy Day	MSND Coordinator	April 17, 2018
	Submit systematic review from FCS 5152 as evidence of your comprehensive knowledge to DI Coordinator	DI Coordinator	Last few weeks of the semester
	Apply for graduation	PAWS online system	Last few weeks of the semester
	Attend Pre-DI Orientation meeting	DI Coordinator	April
	Provide documentation of TB booster that will be valid throughout your DI.	Health Service/ MSND Coordinator	Last few weeks of the semester
	Final Semesters (During Internship)		
	Run Degree Audit in PAWS	PAWS online system	Within the last month of DI