

# Master of Applied Nutrition (MAN): Application Process and Supplementary Materials Checklist

	Upload Electronic Copy	Notes/Tips
1. Apply for External Awards (e.g., OGS, CIHR, SSHRC) in the fall of the previous year		This is not required, but is encouraged.
2. Complete the on-line application found on the <a href="#">Office of Graduate Studies Website</a> by <b>December 14, 2020</b>		A non-refundable application fee of \$110 CDN (fee subject to change) must be submitted for each program/field to which you apply. This fee is payable in the on-line application process to the Ontario Universities Application Centre by Visa, MasterCard, cheque or money order. Applications will not be processed without the application fee.
3. Upload your supplementary materials as follows by <b>January 6, 2021</b>		Please upload documents as outlined in each step. <b>Incomplete applications will not be reviewed.</b>
a) OUAC Submission Summary		You will have access to this form once you have completed the on-line application. This form will be automatically uploaded to your WebAdvisor account from OUAC.
b) Completed Supplemental Document		Complete the application <a href="#">cover page</a> (#4). This outlines important information used when reviewing your application. Please be as specific as possible. Include all course codes that you are proposing to meet program application requirements. <b>Upload to Supplemental Document</b>
c) One copy of all academic transcripts		All applicants must upload an academic transcript from each higher education institution attended. An official copy of your transcript is only required if you accept an offer of admission. <b>NOTE: EDI transcripts requested through the online application (OUAC) will be automatically uploaded to your account. If you request EDI transcripts you do not need to upload another transcript.</b>
d) Academic Letters of Recommendation (2)		<b>Check out the <a href="#">guidelines</a> for applicants/students requesting academic letters of reference.</b> All letters of reference must be completed electronically. Please ensure that you have entered the correct email addresses on your OUAC application form. An email is automatically sent to each referee listed. If you notice an error, please contact the Office of Graduate Studies to correct this immediately.
e) Research Statement		This is a 1-2 page statement indicating: reasons for wishing to pursue graduate study; how your skills and experiences align with the nature of the graduate program; areas of interest within the graduate program. If you are interested in the Grand River Hospital, clinical nutrition stream, please see below for more details. This statement is an elaboration of the OUAC "Academic Intent" component. Applicants may direct the admissions committee to this Statement of Interest on their OUAC application. <b>Upload to Statement of Research</b>
f) Grand River Hospital Affiliation		If you are interested in training experiences at Grand River Hospital (GRH), please clearly indicate this on the Cover Page as well as explain why you are interested in the GRH stream in your Research Statement.
g) Submit a Curriculum Vitae		Ensure all relevant research, volunteer and employment experience is listed and described in detail. <b>Upload to Resume/CV</b>
h) Confidential Professional Reference for MAN Application	<b>Can also be submitted as a hard copy</b>	This <b>FORM</b> must be completed by an employer or registered dietitian who knows how you perform in a work environment and is in addition to the academic letters of recommendation. <b>A hard copy or emailed copy directly from the referee must be submitted to the Graduate Program Assistant directly from the referee. See below for details.</b>
i) Confirmation of Completion of Academic Program	<b>Can also be submitted as a hard copy</b>	This <b>FORM</b> must be signed by the University Program Director from your Partnership for Dietetic Education and Practice (PDEP) accredited undergraduate program who can confirm that you have completed all coursework required for the PDEP accredited undergraduate degree. <b>A hard copy or emailed copy must be submitted to the Graduate Program Assistant. See below for details.</b> <b>NOTE: This form is not required for BAsc-AHN students from the University of Guelph.</b>
j) Upload documents electronically (except for g and h; see below) to WebAdvisor by <b>January 6, 2021</b>		Please note, in order for your application to be considered complete, you must upload each document successfully and your referees must have completed their online reference forms by the application deadline. If you have any questions, please contact <a href="mailto:fran.graduate@uoguelph.ca">fran.graduate@uoguelph.ca</a>

#### Additional Notes:

- Applicants are asked not to contact faculty in regards to advising, prior to application.
- Please send *Confidential Professional Reference for MAN Application* and *Confirmation of Completion of Academic Program* by January 6, 2021 to:  
Shauna Porter  
Graduate Program Assistant  
Department of Family Relations and Applied Nutrition  
University of Guelph,  
Guelph, ON N1G 2W1  
Or email to [fran.graduate@uoguelph.ca](mailto:fran.graduate@uoguelph.ca)

