

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

	Upload Electronic Copy	Notes/Tips
Apply for External Awards (e.g., DC award, Canadian Home Economics Foundation) in the fall of the previous year.		This is not required, but is encouraged.
1. Complete the on-line application found on the Office of Graduate Studies Website by December 11, 2023		A non-refundable application fee of \$120 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. Please note that it is not required to complete the Statement of Intent or Professional Background Information on the OUAC application.
2. Upload your supplementary materials as follows by January 5, 2024		Please upload documents as outlined in each step. Incomplete applications will not be reviewed.
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 cover page (#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. Upload to Supplemental Document
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. NOTE: EDI transcripts requested though the online application (OUAC) will be automatically uploaded to your account. If you request EDI transcripts you do not need to upload another transcript.
d) Academic Letters of Recommendation (one letter is required)		Check out the guidelines for applicants/students requesting academic letters of reference. Your academic letter of reference must be completed electronically. Please ensure that you have entered the correct email address on your OUAC application form. An email is automatically sent to the referee listed. If you notice an error, please contact the Office of Graduate Studies to correct this immediately.
e) Confidential Professional Reference for MAN Application (one form is required)		This FORM must be completed by an employer or registered dietitian who knows how you perform in a work environment. DO NOT include this person's contact information in OUAC. It is the applicant's responsibility to send the Confidential Profession Reference for MAN Application to their professional referee(s). An emailed copy directly from the referee must be submitted to the Graduate Program Assistant.
f) One Additional Academic OR Professional Reference (one additional reference is required)		You are required to submit THREE letters of reference in total. One professional, one academic and one choice. If you are choosing to include an additional academic reference, ensure that you list them on your OUAC application form as outlined above (d). If you are choosing you include an additional professional reference, ensure that you use the FORM above (e).
g) Research Statement		This is a 2-3 page statement indicating reasons for wishing to pursue graduate study. The statement needs to address the five questions listed in this document . The sixth question is optional. 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. Upload to Statement of Research
h) Grand River Hospital Affiliation		If you are interested in training experiences at Grand River Hospital (GRH), please clearly indicate this on the Cover Page under Areas of Interest.
i) Submit a Curriculum Vitae		Ensure all relevant research, volunteer and employment experience is listed and described in detail. Upload to Resume/CV
j) Confirmation of Completion of Academic Program		This FORM 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. An emailed copy must be submitted to the Graduate Program Assistant. NOTE: This form is not required for BASc-AHN students with an area of emphasis in dietetics from the University of Guelph.
k) Upload documents electronically (except for e and h; see below) to WebAdvisor by January 5, 2024		Please note, in order for your application to be considered complete, you must upload each document successfully and your referees must have completed their references on the correct forms by the application deadline. If you have any questions, please contact fran.graduate@uoguelph.ca

Additional Notes:

- Applicants are asked not to contact faculty regarding advising, prior to application.