



2011 Fast-Track Handbook
for
BSc (Hons) Nutritional Therapy
BSc (Hons) Nutritional Science
or
Postgraduate Courses leading to
MSc



Middlesex
University



**Undergraduate degrees fully validated and
Postgraduate courses accredited by Middlesex University (MU).
Courses Leading to Nutritional Therapy Practice fully accredited by the NTC.**

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Centre for Nutrition Education and Lifestyle Management

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Dear Prospective Fast Track Student

Welcome to the Fast Track study handbook. Please read this handbook in conjunction with the general Undergraduate and Postgraduate prospectus.

I trust that you will find this handbook helpful in understating the options available to you. We are committed to helping you make the most of your prior knowledge and experience towards becoming a well qualified nutritional therapist or nutrition scientist.

Fast-tracking enables you to be assured of gaining the underpinning knowledge for nutritional therapy/science in an accessible and cost-effective manner and then join either the third year of the undergraduate degree course or transfer to the postgraduate course.

There is considerable flexibility so please email or call me or Christopher Neil if you would like further information or to arrange a time to meet with us to discuss your study options further.

With best wishes

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Getting Started...

To be a student on the Fast Track you will have been able to demonstrate prior knowledge and experience. You will be Fast-Tracking toward the BSc (Hons) Nutritional Therapy/Science courses or the postgraduate course leading to a Masters degree. The undergraduate courses are validated by Middlesex University (MU) and the postgraduate course is accredited by Middlesex University.

Once you have completed the Fast Track you will then be able to register for the final year of the undergraduate degree or the postgraduate programme.

What is Validation?

This means that the Centre teaches the BSc (Hons) Nutritional Therapy/Science programmes from start to finish. MU is the awarding body for the degree and they are closely involved with ensuring the quality of the course. Representatives from MU attend academic and awards board meetings. The Centre is required to fulfil the same standards as an internally led degree at MU. CNELM is now working towards teaching a fully validated MSc in Functional Nutrition which we aim to start in October 2011.

What is Accreditation?

Currently our MSc route is a collaborative arrangement with MU Institute for Work Based Learning (IWBL). MU has accredited nine CNE postgraduate nutritional therapy modules that can form the basis of an MU Masters degree. Accreditation means that CNELM teaches part of the course and MU teaches part.

What is Fast Track?

Although this term implies that you will work at a fast pace you can in fact within certain timeframes work at your own pace. Fast Track means that you can progress through relevant modules of our first and second year undergraduate degree mainly via accessing our materials via Internet downloads. You will need Broadband access to be a Fast Track student. In exceptional circumstances only we can send you CDs of the modules. You will need to attend Communication Skills and Therapeutic Coaching unless you can attend similar courses local to you (see later discussion).

How Much does it Cost to Fast Track?

The Fast Track course is based on half the module fee normally charged to an undergraduate student for modules that can be accessed audio visually. The current module fee for undergraduates is £900 and so you would pay £450 for each of the ten first and second year modules that can be

accessed audio visually. Communication Skills is £500 and Therapeutic Coaching is £900. Human Biology and Chemistry foundation courses are each £600 and made available at £300 for Fast Track students. So the maximum fee for the Fast Track is £6500.

Depending on your prior background you will fall into one of the categories described later in the Handbook. The separate categories takes account of prior backgrounds which entitle specific module exemptions. For each category there is an option to pay all fees for the Fast Track at the outset which entitles you to further fee reductions.

Who is most likely to Fast Track to the BSc Hons Nutritional Therapy Course?

The most likely applicants are those that already have a higher qualification including MSc; PhD and MD's that wish to practice as a nutritional therapist, as this is the quickest and most economical route to obtaining a degree qualification and meeting professional requirements for practice.

Applicants that hold a nutritional therapy diploma from a course that is registered with the Nutritional Therapy Council (NTC) or an equivalent body from overseas may also opt to Fast Track to the therapy degree. Specially designed Bridging Courses are tailored to meet the needs of such applicants.

Who is most likely to Fast Track to the BSc Hons Nutritional Science Course?

Most applicants with prior relevant background are seeking to practice and hence Fast Track to the therapy degree. To help widen career opportunities increasingly nutritional therapy foundation degree holders or equivalent whose course/s is accredited by the NTC are opting to Fast Track to the science degree.

First science (non-nutrition based) degree holders may also prefer to Fast Track to the Nutrition Science degree which is geared towards working in industry and the community. Equally, those holding higher qualifications may prefer to Fast Track to the science degree.

Who is most likely to Fast Track to the Masters degree?

Fast-Tracking to Masters is an ideal opportunity for applicants with a first science/health science degree or equivalent to obtain a higher qualification increasing their potential to advance career opportunities.

Nutritional Therapy diploma holders (NTC accredited) and/or registered with the Complementary and Natural Health Care Council (CNHC) that can evidence two or more years clinical experience and appropriate Continuing Professional Development (CPD) may also apply to Fast Track to MSc. A Portfolio of Evidence will be required to demonstrate clinical experience and CPD. Applicants will also be asked to submit examples of coursework from their Diploma course as part of the Portfolio of Evidence.

Fast-tracking to MSc takes longer and is more expensive than Fast Tracking to BSc. The benefit to first science degree holders is a higher qualification. The benefit to Diploma holders that can demonstrate an appropriate level of experience is that the MSc route will take them further into the subject and avoid unnecessary repetition.

A Study Pathway...

Based on your prior experience one of the following Fast Track Study Pathways will be recommended to you. Please review Table 1 and Table 2 with the associated commentary to help identify which pathway is most likely to suit your needs. Option 1 in each example provides you with an opportunity to complete the course in a shorter period of time at a significantly reduced fee. If coursework is still outstanding three months after the timeframe indicated then further fees will be incurred based on £100 per month to retain your student status on the Fast Track course.

Table 1

	Cost per Each module	Months to Complete each	Example 1			Example 2			Example 3		
			number	Cost £	Months	number	Cost £	Months	number	Cost £	Months
Foundation	300	3	2	600	6	0	0	0	1	300	3
BSc modules	450	2	10	4500	20	7	3150	14	8	3600	16
Communications	500	1	1	500	1	1	500	1	1	500	1
Therapeutic C	900	3	1	900	3	1	900	3	1	900	3
Totals				6500	30		4550	18		5300	24
Option 1											
Less 25%				4875			3413			3975	
Option 2											
Deposit				500			500			500	
Monthly payments				200	30		225	18		200	24
Total Paid				6500			4550			5300	

Please note: All information and prices quoted above are accurate at the time of publication. All prices quoted are inclusive of VAT. Fees will increase annually by 4% from January 2012.

Fast Track

Science Degree Holders (not health science related) and Nutritional Therapy Diploma holders whose qualification is not linked to a University credit rating.

This option is for the highly committed Fast Tracker who has a first science degree but not related to health sciences. You can also apply for this option if your nutritional therapy diploma is not linked to a university credit rating system. Example 1 is for prospective students who may need both science foundation courses, the ten audio visual access modules and will attend our Communication Skills and Therapeutic Coaching modules. You would register at the outset for the twelve level **four** and level **five** modules of the undergraduate course and commit to completing the course in 2.5 years if foundation studies are needed and 2 years if foundation studies are not needed. You can progress more quickly should you choose to. For this commitment you are given the opportunity to pay all fees at the outset and gain a further substantial reduction on your course fees (option 1) or pay the full amount with an initial deposit and then spread monthly payments over your time of study (option 2).

Option 1, Example 1 (see table 1)

Instead of paying £6500 you would be offered a 25% discount and pay £4875. Fees once paid are non-refundable. If you have 'A' level human biology or chemistry or equivalents then you would be exempted from these modules and your fees would be reduced accordingly.

Option 2, Example 1 (see table 1)

If you require the same study plan as above but not sure that you can commit to the pace of study or pay fees in advance as Option 1 then you can pay fees by instalments over 2.5 years and opt to complete the modules within a four year period. You would pay a £500 deposit and £200 per month for 2.5 years. If you decide against completing the Fast Track then your deposit is not refundable. All fees once paid are not refundable. If you have 'A' level human biology or chemistry or equivalents then you would be exempted from these modules and your fees would be reduced accordingly.

Health Science Degree Holders

As a health science degree holder it is likely that you will have studied human biology, chemistry, biochemistry and physiology and will have studied research methods. If you are also a health care practitioner you will also have developed clinical skills related to your profession. You may however have studied chemistry and biochemistry and not human biology and physiology or vice versa.

Applicants with a prior background that covers pathology, pharmacology and clinical skills are given no further exemptions as the way in which pathology and pharmacology are taught on the course is focused on its application to nutritional therapy and you would need to demonstrate that you are able to transfer your clinical skills into nutritional therapy.

Without Foundation Courses, Biochemistry, Physiology and Research Methods

As for Option 1 above you would also be given the opportunity to register at the outset for the following seven Fast Track modules: Nutrients, Media, Dietary Models, Investigative Pathology 1, Investigative Pathology 2, Clinical Skills and Nutraceuticals & Pharmaceuticals. Completing Communication Skills and Therapeutic Coaching would also be required. You would need to complete the modules within two years.

Option 1, Example 2 (see table 1)

For this commitment you would be given the opportunity to pay all fees at the outset to gain a further substantial reduction on your course fees. Instead of paying £4550 you would be charged £3413 which is a 25% discount. Fees once paid are non-refundable.

Option 2, Example 2 (see table 1)

You can also proceed as described in Option 2 above. You would need to pay a £500 deposit and the remaining fee of £4050 would be paid in monthly instalments over 1.5 years. You would then pay £225 per month for 18 months. You would have up to three years to complete the Fast Track. If you decide against completing the Fast Track then your deposit is not refundable. All fees once paid are not refundable.

With one Foundation Course, without Biochemistry or Physiology and without Research Methods.

As for Option 1 above you would also be given the opportunity to register at the outset for one foundation course eight Fast Track Modules Nutrients, Biochemistry or Physiology, Media, Dietary Models, Investigative Pathology 1, Investigative Pathology 2, Clinical Skills and Nutraceuticals & Pharmaceuticals and the coaching modules: Communication Skills and Therapeutic Coaching:.. You would need to complete the modules within 2.5 years.

Option 1, Example 3 (see table 1)

For this commitment you would be given the opportunity to pay all fees at the outset to gain a further substantial reduction on your course fees.

Instead of paying £5300 you would be charged £3975 which 25% discount. Fees once paid are non-refundable.

Option 2, Example 3 (see table 1)

You can also proceed as described in Option 2 above. You would need to pay an £500 deposit and the remaining fee of £4800 would be paid in monthly instalments over 2 years. You would then pay £200 per month for 24 months. You would have up to 3.5 years to complete the Fast Track. If you decide against completing the Fast Track then your deposit is not refundable. All fees once paid are not refundable.

Conversion Students (see table 2)

Foundation Nutritional Therapy Degree Holders or Nutritional Therapy Courses with University Credits

A new graduate of such a course would be eligible to transfer credits to the BSc Hons Nutritional Therapy/Science course. Your transfer of credits combined with our 3-6 month conversion module would enable you to join the third year of the degree course. The conversion module includes: a selection of our audio visual materials to help the transition from your prior course to our final level. You will be able to download most of the materials from the Internet. The conversion module is a one-off fee of £900. You would then register for the final year which is currently £5400 + a university registration fee for the final award of £670 (2011). Fee reductions are not offered for students registered on the undergraduate degree course. You would also be required to complete our life coaching modules Communication Skills £500 and Therapeutic Coaching or Career Coaching if taking the Science degree £900. You may be able to apply for exemptions from these modules based on prior experience. Total £8370 including MU Registration Fee. Advance payment for the conversion course and coaching modules total £2300 would be offered at 10% discount giving a saving of £230 for this element of the study plan. Once registered for the final six modules you should aim to complete the degree in one to two years and would be bound by the rules and regulations of the degree course. Fees are non-refundable once paid.

APEL Students (see table 2)

Assessment of Prior and Experiential Learning (APEL) Nutritional Therapy Diploma holders whose qualification is not linked to a University Credit System

As described previously you are able to follow Option 1 or Option 2. You can also apply for Assessment of Prior Learning (APEL). Based on your prior learning and experience since leaving school you can apply for specific module exemptions by demonstrating through the development of a Portfolio that you already have the knowledge and skill related to a module. We would assist you in the development of your Portfolio. The Portfolio once complete is sent to Middlesex University for Accreditation. There is an APEL manual and workbook to guide you through the requirements for your Portfolio development. You can also purchase audio visual materials from us to assist you in demonstrating the evidence required.

You can apply for up to 12 module exemptions. The cost of APEL is £1300 including accreditation by Middlesex University. The fee is the same whether two or all twelve modules are applied for and accredited so it is well worth having as many modules accredited through APEL as possible.

First and second year modules that can be accessed audio visually which are not accredited would be offered to you at the Fast Track rate of £450 per module. You would be charged the full amount of £500 for Communication Skills and £900 for Therapeutic Coaching. If all Fast Track and coaching modules are paid for in advance then you would be offered a further 10% discount.

In order to be awarded the undergraduate degree you would be required to complete six modules and four of the modules must be from the third year/level six. You cannot include first year/level four modules as part of the six modules. It is possible to start some of the modules that would make up your degree whilst completing your Portfolio of Evidence. You would be charged £5400 for the six modules which is payable as a £500 deposit and £817 per module. You would also pay a university registration fee of £670 (2011) fee for the final award. There is no further reduction in fees offered for this route. Once registered with the university you would have up to four years to complete the degree component of the course and be bound by the rules and regulations of the degree course. All fees once paid are non-refundable.

Table 2

	Cost per Each module	Months to Complete each	Conversion			APEL		
			number	Cost £	Months	number	Cost £	Months
Conversion fee	900		1	900				
APEL fee	1300					1	1300	
Communications	500	1	1	500	1	1	500	1
Therapeutic C	900	3	1	900	3	1	900	3
Totals				2300	16		2700	16
Option 1								
Totals to pay less 10%				2070			2430	
Option 2								
Deposit				500			500	
Monthly payments				113	16		138	16
Total Paid				2300			2700	
The 6 BSc Modules								
Deposit	83	0	6	500		3	500	
6 BSc modules	817	2	6	4900	12	6	4900	12
MU reg fee				670			670	
Total Paid				6070			6070	
If paying monthly								
Deposit + MU fee				1170			1170	
Monthly payments				408	12		408	12
Total Paid				6070			6070	

Please note: All information and prices quoted above are accurate at the time of publication. All prices quoted are inclusive of VAT. Fees will increase annually by 4% from January 2012.

Review Only Module

If you would like any module materials from the foundation courses excluding the textbooks or modules that you have been exempted and would like to review the material for your own interest then you can do so at no extra charge. You would not be required to submit coursework for assessment.

Assessment...

You will receive a module handbook as part of the module materials. Within the module handbook is a module outline and within this outline the assignments are described e.g. Formative and Summative assignments. Later in the module handbook you will find an assessment outline and marking sheet for Summative coursework. You should use these guidelines and the learning outcomes for the module when planning your assignment. If the module is examined then you will find an example examination paper toward the end of the handbook. You are required to complete an examination paper as a piece of coursework to assist in demonstrating that you have the learning outcomes for the module. You will not be required to take a formal examination as you will already have demonstrated from your prior experience that you can pass examinations at an appropriate level. If you are Fast Tracking toward the undergraduate degree then there will be 2 examinations during the final level of study. When you are ready to take the examination you contact the Administration Co-ordinator who will send you the latest examination paper to complete. The postgraduate course is coursework assessed.

Formative Assignments

As the word implies this type of assessment is used to help form your understanding of the module. You are only required to complete formative assignments that carry a clinical and professional competency. This may involve a role play which can be conducted on the telephone for those students living at a distance. Otherwise you can come to the Centre for role play assessment. Any assessment that states a 'Clinical and Professional Competency' must be completed.

Summative Assignments

As the word implies this type of assessment is the summation of the module and you will be required to complete these assignments. In a coursework only module there are usually two summative assignments. In an examined module there is usually one piece of coursework and an examination. As indicated above if the module carries an examination you will need to complete it as a piece of coursework and submit for marking. We anticipate that students will achieve 70% or more for an examination that is taken as a piece of coursework.

Learning Outcomes

You will find a set of learning outcomes expressed for knowledge and skills in the module outline within each module handbook. Learning outcomes for level four modules require basic skills e.g. to discuss, to analyse, to describe. Level five learning outcomes require you to become more analytical, discussive and to evaluate. As you are already a graduate or an experienced practitioner you may find that you are going too deeply into the modules. This is fine so long as this does not mean that you are spending an undue amount of time on each module. If you think that you are spending too much time then it is best that you speak with the module leader. Depending on your study pathway CNE final level modules, Clinical Training, CNE postgraduate modules and MU Research modules will provide the opportunity for you to explore topics in depth. Remember the Fast Track is for you to grasp the underpinning knowledge.

Study Resources

You will receive a Study Skills Handbook along with a personal secure login to our online student area. If you are returning to study after a long period of time then you should find the handbook very helpful. It includes discussion on essays, reports, presentations, and research tools.

You can use the CNE library and will be able to access online a copy of the CNE library database. Only students undertaking research projects with CNELM can loan books from the library.

You will find a list of recommended texts within the module outline of each module handbook and you will also find a list of key texts that we recommend that you buy on your induction online link.

As a Fast Track student you are required to become a Student Member of The Royal Society of Medicine (RSM) at the student subscription rate of £25 per annum. Membership gives you access to their online learning resources including 1000 journals, 7 databases and 59 e-books, many of which are included as essential and recommended texts for our courses. Membership also entitles you to use their library in London.

As a CNELM student you will also be able to access many other learning resources via our website including: The Nutrition Practitioner journal (CNELM's publication); The Natural Medicine journal; The Natural Standard Database, The Natural Medicine Database (via student membership of BANT), and full professional access to the Health Food Manufacturer's website.

You are provided with a student email account and you will find your email address and instructions for use with your Induction materials. We recommend that you look at your CNE account every few days to make sure that you are up-to-date with everything you need for the course or any extra-curricular courses or information that you might be interested in.

Submission of Coursework

When you have completed an assignment you submit your coursework online via the online student area. who will then ensure that your work is given to the relevant module leader. When you first login to your student email account you will receive a welcome, confirmation of your personal mentor, a student number and an assignment cover sheet. When you submit your coursework ensure that you use the assignment cover sheet and put your student number only. Do not add your name to any submitted coursework. Assessed coursework is usually returned to you within three weeks of submission with relevant feedback. If your assignment involves a small clinical assessment then contact the relevant module leader to arrange a time for the assessment. In some instances this can be arranged by telephone or a Skype call.

Broadband and CD Access

Unless you are unable to connect to Broadband in your area then you will be required to have Broadband access so that you can stream or download video lectures to your computer via the online student area. You will be given a code to access your modules that you are working on at that time. As soon as you are ready to move on to the next module you need to request access via the online student area.

In extreme cases it is possible to be sent CDs of the modules if you are unable to connect to Broadband. It is your responsibility to ensure that you listen to the lectures to make sure that you are able to complete the assignments appropriately. If you have any problems with your Broadband download or CDs then you should contact the Centre. MP3 audio recordings of lectures are also available for those who wish to listen to lectures on the move. The lectures are video recordings of live lectures which are appealing to most of our students as it enables you to feel part of the classroom lectures. You will be able to watch from your computer and at the same time bring up the PowerPoint presentation and open PDF files of any notes made by the tutor on flip chart.

You will find all lecture material including videos, audio and handouts via the online student area. The first or second day of each module will include the module handbook and an introduction to the module. The module handbook will inform you of what is taking place on each day of the module.

Attendance Modules...

If Communication Skills and Therapeutic Coaching are part of your Study Pathway then you will either need to come to the Centre to attend the modules or if you live abroad or at a distance you may find equivalent coaching courses closer to home. You will need to check with us to ensure that they will be considered equivalent. You will need to complete our assessments based on courses taken elsewhere. Half the module fee is charged to mark assessments and award APEL. This option may still prove cost and time effective for those living at a distance to CNEML.

2011 Dates

Communication Skills 5 Day Intensive £500	8th - 12th Apr OR 5th - 9th Sep
Therapeutic Coaching 10 day course £900	24th-28th Jan & 28th Feb-4th Mar OR 23rd-26th Jun, 7th-10th & 21st-22nd Jul

The above courses are based on NLP coaching courses and completing the above meets the requirements of the course. When you successfully complete our Communication Skills Intensive you will be eligible to complete Therapeutic Coaching. You will also be given the opportunity to take a two day top-up following Therapeutic Coaching to bring this inline with the requirements of an NLP Practitioner certificate which would enable you to register with ANLP as a life coach. This involves external verifiers assessing you over those two days. Many of our undergraduate and Fast Track students opt to take the extra two day top-up enabling to professional registration. Our NLP courses are open to all health professionals.

Two-day top up £500	5th & 6th Apr OR 23rd & 24th Jul OR 25th & 26th Jul
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Dietary Models and Communication Skills

There is a combined assignment for these two modules that involves a dietary educator/analyst one hour consultation. You will either need to attend the Centre for supervision or it may be possible for £100 + travel expenses for a CNE graduate to supervise the consultation for you in your own home or at their clinic. You would pay this fee direct to the practitioner.

Clinical Skills and Nutraceuticals & Pharmaceuticals

Both modules are accessible audio visually. These two modules also require a consultation and supervision at the Centre. Both consultations take 2.5-3 hours in total and it may again be possible for £200 + travel expenses for a CNE graduate to supervise the consultation as described above. You would pay this fee direct to the practitioner.

Moving On...

Once you have completed the Fast Track course detailed above you will either join the BSc (Hons) Nutritional Therapy/Science courses or will transfer to the postgraduate course leading to a Masters degree, Postgraduate Certificate in Nutritional Therapy or Postgraduate Diploma in Nutritional Therapy. As you progress through the Fast Track science degree holders will know whether they want to register for the final level of the undergraduate course or transfer to postgraduate studies. Diploma holders not linked to university credits will need to register for the final level of the undergraduate degree.

Transferring to the final level of the undergraduate degree course

As already indicated the most likely students transferring to this option will be those that already hold higher qualifications or those with nutritional therapy diplomas not linked to university credits.

In order to be awarded an undergraduate degree you must complete six modules and four must be from level six. Two of the six modules can be from level five. All students, irrespective of prior academic background, must complete the Research Project in order to be conferred the degree award.

You may be eligible for an exemption from Business Skills and/or Herbs for the Nutritionist/Herbal Products e.g. if you are a qualified herbal practitioner. However as indicated above it is a university requirement that you take a minimum of four level six modules to contribute to the six modules that make up the degree. In this instance you would choose two level five modules to make up the six required modules. Full fees would be applied to level five modules that are taken as part of the degree award. We would recommend that Therapeutic Coaching is included as there is not a fee reduction for this module as part of the Fast Track.

Practitioner Development (Clinical Training and Business Skills) £1614

If you are transferring to the BSc Hons Nutritional Therapy course it will include Clinical Training and Business Skills enabling you to leave the course with the skills necessary to establish your practice.

If you are a first science or health science degree holder progressing to the postgraduate courses leading to a Masters degree then in order to register with the NTC as a Nutritional Therapist you will need to complete the

Practitioner Development module as an add-on to the Fast Track. You can take the Practitioner Development module prior to or alongside postgraduate modules. In some instances it is possible to take Practitioner Development after completing postgraduate modules though this is not recommended. The Fast Track combined with Practitioner Development leads to a CNE Diploma.

Depending on your prior background you may be entitled to some exemptions or reduced fee which would be agreed at Interview. For example you may have a Business degree or significant work experience in Business or Finance. The Clinical Training is £1000 and Business Skills is £500. All students wishing to practice would be required to complete the Clinical Training component of this module. The Clinical Training component will enable you to demonstrate that you have met the requirements of the National Occupational Standards (NOS) for the nutritional therapy profession.

Business Skills is accessible as an audio visual unit as is Clinical Training. However Clinical Training also includes one to one supervision for two clients. You will either need to come to the Centre or as described earlier it may be possible for a CNE graduate to supervise your consultation for the costs indicated for Clinical Skills and Nutraceuticals & Pharmaceuticals supervision. Subject to demonstrating the appropriate level of clinical **and** professional competency you will then be able to see two more clients and audio or video record the session and send to the Centre for assessment prior to the client being given the go-ahead to implement your recommendations. We can help in finding clients for you if you live at a distance. You will also need to observe 50 hours of consultations whilst undertaking your clinical training. Again many consultations for observation are accessible on CD.

Clinic Log

During Media you will be introduced to the Clinic Log which is a document that expresses the National Occupational Standards for nutritional therapy. You will need to complete the log as you go through the Fast Track and final year of the undergraduate degree programme or the Practitioner Development module as evidence of having met these standards.

Clinic Handbook

You will be given a copy of the Clinic Handbook during Media. The Clinic Handbook is a resource in terms of the required clinical learning outcomes and policies and procedures in regard to Clinical Training.

Student Support

For each module that you take there will be a module leader. You will find their contact details in the relevant module handbook and also at the end of this handbook. If you have an academic query then you should contact the module leader directly who is often able to answer your query or will put you in touch with the specific lecturer on the module if necessary. You will also be allocated a Personal Mentor who you can contact for pastoral support. Your Personal Mentor is a pastoral role and not an academic role. The Personal Mentor role for Fast Track students is responsive in nature. Your Personal Mentor if they do not hear from you will assume you are progressing well. From time to time they will also make contact to make sure.

Student Responsibility

If you need to redesign your study plan or need help then we expect you to contact us. We will assume unless we hear otherwise that you are progressing with the module/s.

Independent Study

The Fast Track is an excellent opportunity to study at your own pace. If you need support as an independent student then make sure that you keep in touch with your Personal Mentor and Module Leader.

We strongly recommend that you spend no more than four months on one module. Although you have a certain freedom in your pace of study there is an overall time limit as indicated under each of the Study Pathways described earlier.

Induction

You will be able to access the online video of the undergraduate Induction that took place in January 2011 when you start the Fast Track. Induction will talk you through many policies and procedures which may be helpful to you. You will also find a copy of the Programme Handbook for the undergraduate degree. It is worth you reviewing the programme handbook as it contains useful information, policies and procedures. Although as a Fast Track student you are not bound by the academic conditions of the undergraduate programme we do expect you to follow our internal procedures. You will also find a copy of the Study Skills Handbook, CNE library database, key texts, and information about forming Learning Contracts via the online student area. You will also find hard copies of a registration form for student membership of BANT and details of your CNE email account. Induction materials are free of charge.

Payment of Fees

As previously described under Study Pathway Options you will either pay the full amount at the outset of your course or on a monthly basis. If you are a monthly fee payer then we will need to set up a Direct Debit from your bank account.

Please note that refunds are not given once fees have been paid.

Postgraduate Studies...

You will be able to choose 4 CNE postgraduate nutritional therapy modules from nine to go toward a Middlesex University (MU) named Masters degree (see later). Each CNE postgraduate module is £900. You will then progress to 5 MU modules which are approximately £900 each. MU modules are: Advanced Research Methods; Review of Learning and a Research Project which is equivalent to 3 modules.

Payment of Module Fees

You can either pay for a CNE postgraduate module in advance of each module taken or pay for all four modules at the outset and benefit from a 10% discount. The discounted price is £3240 a saving of £360.

Which Postgraduate Modules?

By the time that you have completed the Fast Track you will usually know which CNE postgraduate modules you want to take towards a Masters degree. Your module choices will normally be agreed with you as you complete the Fast Track. If you are progressing to the Masters award then you are recommended to select the CNE modules that best reflect the area of research that you are interested in as these modules will inform your research project. The MU Review of Learning module provides the opportunity for you to review your learning and create your project proposal. If you need help in selecting the most appropriate CNE modules then you should contact Kate Neil the postgraduate course leader.

Named Award

The title of your Masters award will be an MSc that reflects the nature of your research project e.g. MSc Evidence Based Nutrition Practice. Your research project should be one that develops you in your work environment. This could therefore be a clinical, technical or educational research project.

Postgraduate Certificate in Nutritional Therapy

You will be awarded a PG cert on completion of three CNE modules

Postgraduate Diploma in Nutritional Therapy

You will be awarded a PG dip on completion of six CNE modules. Some students will prefer to work toward a postgraduate diploma in nutritional therapy rather than a Masters degree.

Assessment

All postgraduate modules including MU modules are coursework assessed. CNE modules are Pass or Fail. You will be given a grade for your MU

Research Project. Assessment guidelines are expressed in a similar way to the undergraduate modules.

Learning Outcomes

There will be a steep rise in learning outcomes from the Fast Track to the postgraduate modules. The Fast Track enables you to gain the underpinning knowledge for nutritional therapy. Your first degree or previous experience has taken you to undergraduate learning outcomes. Studying at postgraduate level should enable you to express the ability to critically evaluate complex and often contradictory scientific data to help inform appropriate treatment strategies. Our postgraduate course is clinically applied and therefore assumes the underpinning knowledge. Fast Tracking, completing the Practitioner Development module and completing a Masters degree is designed to enable you to practice at a high level or for existing practitioners to considerably deepen their practice experience.

Online Access

All postgraduate modules except Why Weight Practitioner (NLP coaching module) are available to stream or download via the online student area. All modules can be attended.

Skype or Conference Call Tutorials

Student tutorials and presentations are managed by Skype or Conference Call. You will therefore need to ensure that you install Skype on your computer. Skype tutorials are free of charge. Conference Call is charged to your individual telephone account. This medium enables both attendees and those studying by audio visual access to discuss progress and present case studies.

Please Note: We are currently working towards teaching a fully validated MSc in Functional Nutrition starting October 2011. This means that CNELM will teach all components of the course. Subject to validation this course will replace our current postgraduate study options detailed above. Students opting to enrol on our existing postgraduate courses will need to complete coursework for four CNE nutritional therapy modules by July 2012 in order to transfer to MU to complete to MSc. CNELM plans to stop teaching the current postgraduate courses by the end of March 2012. It is anticipated that students embarking on the new MSc course will have the same Fast Track option to MSc as with our current route. Should the new MSc course for unanticipated reasons not gain university validation CNELM will pursue reaccreditation of the existing postgraduate modules leading to MSc.

Please review our Postgraduate Study course information which details our current postgraduate option and the proposed new course.

Professional Status...

Student Membership of BANT

As a Fast Track student studying with CNE you are required on joining to become a student member of the professional body BANT unless you are already a BANT registered practitioner. The fee for membership is a one-off fee of **£45**. You make the cheque payable to BANT. You will receive with your Induction materials a BANT registration form that is signed by us. You send your cheque with the signed form to BANT and then send us confirmation of your registration.

Internal Awards

Dietary Analyst Certificate

After successful completion of the first year coursework you will be awarded the Dietary Analyst Certificate and can be insured to use this qualification whilst working toward professional registration. You will be able to hold one-to-one dietary educator/analyst consultation; present at a public level about food and health and write about food and health.

Nutrition Coach Diploma

Once you have completed Investigative Pathology I, Therapeutic Coaching and the first year materials you would be able to opt to take early a postgraduate coaching module Why Weight Practitioner. This qualification enables you to use your coaching skills to help people through diet and lifestyle changes. Why Weight Practitioner focuses on supporting people who are overweight. This is a stand alone qualification.

Professional Registration

On Completion of the Fast Track, Practitioner Development and three CNE/M postgraduate modules you will be eligible to apply for professional registration with the Complementary and Natural Healthcare Council (CNHC). Your awards at this point would be Dip CNE Nutritional Therapy and PG Cert Nutritional Therapy. You can start to practice whilst completing to a PG Dip or MSc.

Continuing Professional Development CPD

All postgraduate modules are available for CPD and are **mostly** approved by BANT for CPD. Modules taken for CPD are based on **£50** per day.