**Undergraduate Exercise Science Program**

**Virtual Handbook**

**Department of Exercise and Nutrition Sciences**

1. **[About the Department](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/about-us.html)**
	1. [Philosophy and Approach](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/about-us/our-philosophy-and-approach.html)
	2. [Why Choose ENS at UB?](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/about-us/why-choose.html)
	3. [Our Students](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/about-us/our-students.html)
	4. [Contact Us](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/about-us/contact-us.html)
2. [**UB Student Responsibility Statement**](http://undergrad-catalog.buffalo.edu/policies/index.html)
3. [**Academic Integrity**](http://undergrad-catalog.buffalo.edu/policies/course/integrity.html)
4. [**Notice of Non-Discrimination**](http://undergrad-catalog.buffalo.edu/policies/non-discrimination.html)
5. [**UB Curriculum**](http://undergrad-catalog.buffalo.edu/policies/degree/ubcurriculum.html)
	1. [Finish in 4 Curriculum Plan – BS/ES](http://undergrad-catalog.buffalo.edu/academicprograms/fif/ExerciseScienceBS.pdf)
	2. [Curriculum Plan – BS/MS in Exercise and Nutrition](http://undergrad-catalog.buffalo.edu/academicprograms/fif/ExerciseScienceNutritionBSMS.pdf)
	3. [Curriculum Plan – BS/MPH in Exercise and Epidemiology](http://undergrad-catalog.buffalo.edu/academicprograms/fif/ExerciseScienceBSMPH.pdf)
6. [**Exercise Science BS**](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs.html)
	1. [Prerequisites](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/prerequisites.html)
	2. [Tracks and Program Options](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/tracks-and-program-options.html)
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	6. [Course Descriptions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/course-descriptions.html)
	7. [Clinical Experiences](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/clinical-experiences.html)
	8. [Admissions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/admissions.html)
		1. [Promotion to Professional Sequence](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs/admissions/promotion-to-professional-sequence.html)
		2. [Tuition and Fees](http://admissions.buffalo.edu/costs/)
	9. ENS Requirements for Upper Division Students

All upper division students must complete the following requirements as instructed below. These requirements are necessary to participate in upper division coursework and practical experiences, including practicum, internship, and volunteer activities. Failure to complete the requirements by the deadlines given will result in grade penalties in upper division courses and/or holds on student accounts. Current students should visit UBlearns for details on completing the ENS Requirements. The course name is Undergraduate Program in Exercise and Nutrition Sciences.

* [*Annual Immunization Review Form*](http://www.buffalo.edu/content/dam/www/studentlife/units/uls/student-health-services1/documents/annual-immunization-review-2017.pdf) – Due by August 28th. All students in health-related professions must complete an annual immunization update, including a PPD test. These requirements can be completed at Student Health Services by scheduling an appointment. See UBlearns for instructions.
* [*HIPAA*](https://nciph.sph.unc.edu/tws/index.php) – Due by August 28th. At the end of the training, you must submit the certificate of training for the program. Scan and e-mail the certificate to pjsotelo@buffalo.edu. You should file the original copy for your records. If you lose your copy, you will have to repeat the training. Instructions can be found on UBlearns under ENS Requirements.
* [*First Aid/CPR*](http://www.ubbulls.com/recreation/cpr/index) - Due by August 28th. Students must complete Healthcare Provider CPR and First Aid. Courses are offered through UB Recreation and Intramurals. You are responsible for submitting copies of your certification cards. See UBlearns for instructions.
* [*Universal Precautions*](http://stream.buffalo.edu/shared/es/adm/EHS/flash/EHS.html) – Due by August 28th. Students must watch the video and pass the quiz to satisfy this requirement. Students entering the fourth year of the program, current ES Seniors, are required to take a refresher quiz. See UBlearns for instructions.
* *Medical equipment for ES* – Students entering the upper division will need to purchase equipment to partake in clinical labs and experiences. Equipment kits can be purchased at the UB Medical Bookstore. See UBlearns for instructions.
* *Polo Shirts* – All ES students are required to purchase a polo shirt for volunteer community events, practicum and internship experiences. The deadline to order your ES polo shirt is August 28th. See UBlearns for details.
1. [**Exercise Science BS/MPH**](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs-mph.html)
	1. [Competencies](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs-mph/competencies.html)
	2. [Program Sequence](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs-mph/program-sequence.html)
	3. [Admissions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-science-bs-mph/admissions.html)
2. [**Exercise and Nutrition BS/MS**](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms.html)
	1. [Requirements and Curriculum](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/requirements-and-curriculum.html)
	2. [Competencies](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/competencies.html)
	3. [Course Sequence](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/course-sequence.html)
	4. [Course Descriptions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/course-descriptions.html)
	5. [Clinical Experience](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/clinical-experience.html)
	6. [Admissions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/exercise-and-nutrition-bs-ms/admissions.html)
3. [**Health and Wellness Minor**](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/health-and-wellness-minor.html)
	1. [Requirements and Curriculum](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/health-and-wellness-minor/requirements-and-curriculum.html)
	2. [Recommended Sequence of Courses](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/health-and-wellness-minor/recommended-sequence.html)
	3. [Course Descriptions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/health-and-wellness-minor/course-descriptions.html)
	4. [Admissions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/health-and-wellness-minor/admissions.html)
4. [**Nutrition Minor**](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/nutrition-minor.html)
	1. [Requirements and Curriculum](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/nutrition-minor/requirements-and-curriculum.html)
	2. [Recommended Sequence of Courses](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/nutrition-minor/recommended-sequence.html)
	3. [Course descriptions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/nutrition-minor/course-descriptions.html)
	4. [Admissions](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/nutrition-minor/admissions.html)
5. Program Policies
	1. [Retention](http://undergrad-catalog.buffalo.edu/academicprograms/programs/es_degrees.html)

In order to remain in the Exercise Science Program and to meet the graduation requirements after being promoted to the professional sequence, students must maintain a 2.0 GPA in required course work each semester (semester ES GPA), including the summer semester when ANA 407 is taken. A student must receive a C or better in ANA 407 or will be placed on probation. An "F" grade in ANA 407 will result in dismissal from the program. Any student who resigns from ANA 407 will have to reapply to the professional sequence. Failure to maintain a semester ES GPA of 2.0 will result in the student being placed on academic probation. Any student on probation who fails to achieve a semester ES GPA of 2.0 will be dismissed from the program. Any student who fails to maintain an ES major GPA of 2.0 for two consecutive semesters, regardless of semester GPA, will be dismissed from the program. Any course with an "F" grade must be repeated, except for ANA 407, in which failure will result in dismissal from the program. A student in the professional sequence of courses in the undergraduate ES program who is dismissed from the ES major for failing to meet requisite academic standards is not eligible for readmission into the major.

A **semester ES GPA** includes the required upper division coursework, including ES electives, taken during each semester. It does not include coursework taken that is not required by the ES major.

The **ES major GPA** includes all required ES coursework in the professional sequence and is a cumulative GPA starting the summer of Gross Anatomy (ANA 407). The student's HUB Academic Advisement Report includes the ES major GPA.

* 1. Leave of Absence
		1. Program Leave of Absence: Students who are currently in the upper division of the ES program and wish to take a leave from the program should complete a formal Undergraduate Leave of Absence Application. This is a departmental form that requires students to be in good academic standing when applying for a leave of absence. Students should meet with their Academic Advisor when considering a leave of absence from the program or the university. There is a separate form to complete if a student is planning to take a leave of absence from the university.
		2. [UB Leave of Absence](http://undergrad-catalog.buffalo.edu/policies/registration/leave.html)
	2. Re-entry to the ES Program

The ENS department has developed the following guidelines to protect the academic quality and standards for the current students in the program. Re-entry to the professional sequence in Exercise Science only applies to students who have been previously accepted to the upper division. The guidelines DO NOT apply to students who are on official leave of absence and are returning on their expected date. If a student meets the following eligibility guidelines, the department will accommodate the student to re-enter the Exercise Science Program on a space available basis.

* + - Formal admittance to the university prior to submitting re-entry application to the ENS department; university admissions application can be found at the following link: <http://admissions.buffalo.edu/pdf/reentryapplication.pdf>
		- Successful completion of all current, prerequisite courses with a prerequisite GPA > 2.5.
		- Good academic standing upon leaving the program: overall GPA and Exercise Science GPA > 2.0.

Contact pjsotelo@buffalo.edu to request the application for re-entry into the Undergraduate Exercise Science program.

* 1. [Student Appeals](http://undergrad-catalog.buffalo.edu/policies/conduct/grievance.html)
	2. [Repeat Policy](http://undergrad-catalog.buffalo.edu/policies/grading/repeat.html)
	3. [Class Attendance](http://undergrad-catalog.buffalo.edu/policies/course/attendance.html)
	4. [Attendance on Religious Holidays](http://undergrad-catalog.buffalo.edu/policies/course/religious.html)
	5. [Graduation](http://undergrad-catalog.buffalo.edu/policies/degree/graduation.html)
	6. [FERPA](http://undergrad-catalog.buffalo.edu/policies/records/ferpa.html)
	7. [Course Evaluation](https://www.buffalo.edu/course-evaluation/students.html)
	8. [Academic Load](http://undergrad-catalog.buffalo.edu/policies/registration/academic-load.html)
	9. [Adding, Dropping and Resigning Courses](http://undergrad-catalog.buffalo.edu/policies/registration/add-drop-resign.html)
	10. [Change of Undergraduate Major](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/education/undergraduate-advisement.html)
1. **Academic Advisement**
	1. [Office for Academic and Student Affairs (OASA)](http://sphhp.buffalo.edu/home/education/undergraduate-advisement.html)
2. [Transfer students](http://transfer.buffalo.edu/)
	1. [Course Articulation (TAURUS)](http://taurus.buffalo.edu/)
3. **Important Resources**
	1. [Student Advising Services](http://sas.buffalo.edu/)
	2. [Student Accounts](http://studentaccounts.buffalo.edu/)
	3. [HUB](http://www.buffalo.edu/hub/)
	4. [Financial Aid](http://www.financialaid.buffalo.edu)
	5. [Student Conduct and Advocacy](http://www.buffalo.edu/studentlife/who-we-are/departments/conduct.html)
	6. [Accessibility Resources](http://www.buffalo.edu/accessibility/)
	7. [Office of Equity, Diversity and Inclusion](http://www.buffalo.edu/equity.html)
	8. [Student Response Center](http://src.buffalo.edu/)
	9. [Registrar](http://registrar.buffalo.edu/)
	10. [Career Services](http://www.buffalo.edu/career.html)
	11. [Student Health Services](http://www.buffalo.edu/studentlife/who-we-are/departments/health.html)
	12. [Wellness Education Services](http://www.student-affairs.buffalo.edu/shs/wes/)
4. SPHHP Graduate Programs
	1. [MPH Programs](http://sphhp.buffalo.edu/home/mph-program.html)
	2. [DPT Program](http://sphhp.buffalo.edu/rehabilitation-science/education/doctor-of-physical-therapy-dpt.html)
		1. The ES program prepares students to apply to UB’s DPT program. Students interested in applying to this program should visit the [DPT program website](http://sphhp.buffalo.edu/rehabilitation-science/education/doctor-of-physical-therapy-dpt.html) for important information about the program. An informational session is held early in the fall for students applying to the program. Acceptance is very competitive.
		2. [Prerequisites](http://sphhp.buffalo.edu/rehabilitation-science/education/doctor-of-physical-therapy-dpt/prerequisites.html)
		3. [Admissions](http://sphhp.buffalo.edu/rehabilitation-science/education/doctor-of-physical-therapy-dpt/admissions.html)
		4. [Volunteer Experience Form](http://sphhp.buffalo.edu/content/dam/sphhp/rehabilitation-science/pdfs/DPT-Volunteer-Hours-Form-2016.pdf)
5. Career Resources
	1. [American College of Sports Medicine](http://www.acsm.org/find-continuing-education/career-resources)
	2. [National Strength and Conditioning Association](https://www.nsca.com/)
	3. [ACSM Career Resources](http://www.acsm.org/find-continuing-education/career-resources)
	4. Careers in ES – insert link to ACSM doc
	5. [Health Professions Job Sites](http://sphhp.buffalo.edu/exercise-and-nutrition-sciences/information-for-current-students/health-professions-job-sites.html)