**Section 1245.110 Application for Examination/Licensure**

a) An applicant for examination to obtain licensure as a dietitian nutritionist shall file an application, on forms provided by the Department, at least 90 days prior to the examination date. The application shall include:

1) Certification of education and an official transcript indicating the applicant holds one of the following:

A) A baccalaureate degree or post-baccalaureate degree in human nutrition, foods and nutrition, dietetics, food systems management, nutrition education, nutrition, nutrition science, clinical nutrition, applied clinical nutrition, nutrition counseling, nutrition and functional medicine, or nutrition and integrative health from a school or program accredited by a regional accrediting agency recognized by the Council on Higher Education Accreditation and the U.S. Department of Education; or

B) A baccalaureate degree or post-baccalaureate degree in an equivalent major course of study recommended by the Board and approved by the Department in accordance with Section 1245.130;

2) Verification of 900 hours of practice experience, on forms provided by the Department; and

3) The required fee set forth in Section 1245.305.

b) In lieu of the documents in subsections (a)(1) and (2), an applicant for licensure as a dietitian nutritionist who, at the time of application, is a certified clinical nutritionist, certified nutrition specialist, diplomate of the American Clinical Board of Nutrition, registered dietitian or registered dietitian nutritionist shall submit a copy of his or her current registration or certification. The applicant will not be required to take an examination set forth in Section 1245.120.

c) When the accuracy of any submitted documentation or the relevance or sufficiency of the course work or experience is questioned by the Department or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking licensure may be requested to:

1) Provide such information as may be necessary; and/or

2) Appear for an interview before the Board to explain the relevance or sufficiency, clarify information, or clear up any discrepancies or conflicts in information.

d) An applicant who has filed a completed application with the Department may work under direct supervision, as defined in Section 1245.10, until the earliest of the following:

1) 6 months after the filing of his or her written application with the Department;

2) Upon the withdrawal of the application for licensure under the Act;

3) The denial of the application by the Department; or

4) Upon delivery of a notice of intent to deny the application from the Department.

e) Upon receipt of his or her examination score, an applicant shall direct the testing entity to submit his or her examination score to the Department.

(Source: Amended at 40 Ill. Reg. 3658, effective March 11, 2016)