



THE CENTRE FOR INTEGRATIVE SPORTS NUTRITION

CERTIFICATE OF INTEGRATIVE SPORTS NUTRITION

2019 COURSE HANDBOOK

Course leader: Ian Craig

Course Handbook version: 20/12/2018

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Welcome from the course leader

Welcome to the Certificate of Integrative Sports Nutrition course. By studying with us, you have agreed to bring an integrative nutrition perspective into the way that you think about and manage your sporting clients. With this course, we aim to bridge the gap between the practical, quantitative approach of classical sports nutrition and the integrative, body-systems approach of nutritional therapy and functional medicine. Additionally, we believe that if an athlete is to achieve their highest levels of performance, they firstly need to aspire towards optimal health.

An athlete (whether elite or recreational), when contrasted to a lay person, has many extra nutritional requirements to achieve peak condition and as such, we consider the integrative physiology of their body systems, alongside the macro and micro-nutrient requirements for competitive gain, plus the unique requirements of individual athletes and their sports.

The course is designed as a progressive learning experience, starting with a comprehensive study of integrative nutrition within a sporting context, then moving through conventional sports nutrition with a strong integrative slant to it, and finishing with a very specialised module which looks at cutting edge strategies within sports nutrition and particular sports themselves.

We really look forward to meeting you on the course, either in person or via our online experience.

To your good health,

Ian Craig

Professionals involved in the course

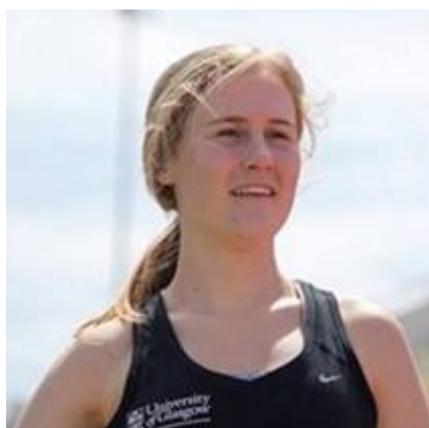


Ian Craig MSc, CSCS, Dip CNE is a passionate educator in the field of sports nutrition. With his joint academic backgrounds in exercise physiology and nutritional therapy, and a 20-year career as a British middle-distance athlete, he has been developing the concept of integrative sports nutrition since 2007; a fast-evolving discipline that considers both the health and performance of an athlete from an integrative health perspective.

He is the author of *Wholesome Nutrition* and the editor of UK magazine *Functional Sports Nutrition*, plus he developed and facilitated the Middlesex University's Personalised Sports Nutrition postgraduate course, the Functional Sports Nutrition Academy, and the annual IHCAN Functional Sports Nutrition conference, of which he is conference leader.

Additionally, Ian is a clinical practitioner, based in Johannesburg's Morningside Chiropractic and Sports Injury Clinic ([link](#)). His client base ranges from chronic health cases, such as autoimmunity, through recreational and elite athletes, to sports- and lifestyle-induced low-grade chronic fatigue syndrome.

He gained his BSc in Physiology & Sports Science from the University of Glasgow in his native Scotland, his MSc in Exercise Physiology from the University of North Carolina at Greensboro and his BSc in Nutritional Therapy at the Centre for Nutrition Education, validated by Middlesex University in London. Ian is a professional member of the British Association for Applied Nutrition & Nutritional Therapy (BANT) and the British Association of Sport and Exercise Sciences (BASES). www.intsportsnutrition.com; www.thenutritionalinstitute.com; www.facebook.com/intsportsnutrition



Simone do Carmo, MSci, Grad.SENr is the programme co-developer and course coordinator. She is an exercise physiologist, sports nutritionist and personal trainer. She graduated from the University of Glasgow with a first-class MSci in Physiology, Sports Science & Nutrition. As an advocate for real food and an individualised approach to nutrition, she is particularly interested in nutritional strategies to optimise performance, recovery and prevent injuries from an integrative perspective. She enjoys heavy lifting and passionately believes in the power of both exercise and food to achieve optimal health and performance. Simone is the acquisitions editor of the *Functional Sports Nutrition* magazine and the lead nutritionist for Personal

Best Fitness & Nutrition in Glasgow. Simone is also a graduate registrant on the Sport and Exercise Nutrition Register (SENr) in the UK. www.pb-nutrition.com; www.facebook.com/PersonalBestNutrition; www.intsportsnutrition.com; www.facebook.com/intsportsnutrition



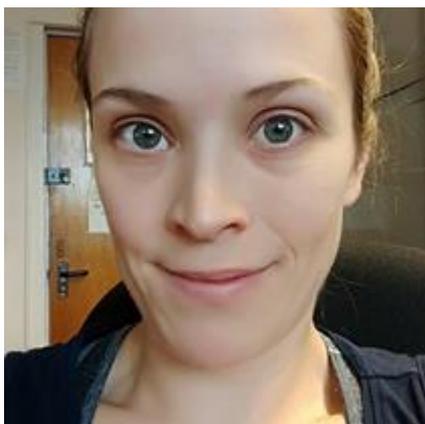
Rachel Jesson B.Phys.Ed (Hons) M.Phil. is a health food specialist and an ex-South African triathlete. Her passion lies in food, health and physical fitness. She has a primary focus on practical and extremely healthy meal and snack options for athletes, active people and those who simply want to be healthy. Rachel is the co-author of *Wholesome Nutrition*, within which she focussed on the food sourcing information and the beautiful recipe section, and she contributes regularly to the *Functional Sports Nutrition* UK publication. Therapeutically, within the Nutritional Institute, which she co-founded, she works as a health food coach, helping individuals to put nutritional interventions into a practical, food-focussed form. Academically,

she gained her BPhysEd degree in Physical Education from the University of Witwatersrand in Johannesburg and her Masters degree in Sports Science and Psychology from the University of Johannesburg. www.intsportsnutrition.com; www.thenutritionalinstitute.com



Pete Williams M.Med.Sci, AFMedCP, CSCS is part of the changing face of medicine and was part of the first IFM Certified Practitioners group worldwide. He is considered a “clinical innovator” by the Institute for Functional Medicine. Internationally recognised as a thought leader in lifestyle medicine, his current focus is helping organisations to build and sustain corporate wellness culture.

www.petewilliams.org; www.facebook.com/petefmed/



Dr Hannah Moir, BSc, PGCE, PhD. completed her PhD in the expression and activation of 5'AMP-Activated Protein Kinase (AMPK) and immune function in aerobic exercise at the Cardiff Metropolitan University (formerly University of Wales Institute Cardiff) in 2009. She is currently a lecturer in Health and Exercise Prescription at Kingston University, London. Hannah’s current research is on the recovery of muscle damage and inflammation and the association to clinical conditions of diabetes and arthritis. She has a number of peer-reviewed articles in the field of exercise immunology, biochemistry and physiology and provides consultancy for injury, inflammatory conditions and exercise prescription. Hannah is a member of the British Association of

Sports and Exercise Sciences, the Physiological Society and International Society of Exercise and Immunology. Hannah also enjoys playing netball. <http://www.kingston.ac.uk/staff/profile/dr-hannah-jayne-moir-70/>



Alessandro Ferretti graduated from the Institute of Optimum Nutrition in 2001 and in 2004, formed Equilibria Health Ltd with his partner Jules. With a growing team of nutritionists and a medical doctor, Equilibria Health is now recognised as one of the UK's leading providers of nutrition education. Alex delivers an annual series of UK and US practitioner postgraduate seminars, workshops and masterclasses, both independently and for high quality, supplement manufacturers and other nutrigenomic focused companies. In addition, Equilibria Health Ltd also instigated an ambitious programme of clinical workshops, which has been consistently well received. In recent years Alex has become fascinated by the potential of nutrigenomics, heart rate variability (HRV) and ketogenic clinical applications in both performance and sport. His most recent focus is studying the relationship between HRV and blood glucose levels. www.equilibria-health.co.uk



Andy Blow graduated with a BSc in Sport and Exercise Science from the University of Bath. He has a few top 10 Ironman, 70.3 finishes and an Xterra World Age Group triathlon title to his name. Andy was once the team sports scientist for Benetton and Renault F1 teams in the early 2000s before setting up votwo and establishing the Porsche Human Performance (PHP) Centre in Silverstone. He founded Precision Hydration in 2011 to help athletes solve their hydration issues. They work with elite athletes in leagues such as the Premier League, NFL and NBA, as well as in endurance sports like triathlon, cycling and running. Andy is a regular contributor to sports magazines such as *Trail Running* and *Outdoor Fitness* and has had a

10-year stint with *220 magazine*. www.precisionhydration.com



Ryre Cornish BSc(Hons) MSc completed her Masters degree in nutritional therapy at CNELM, and prior to this she graduated with a bachelor of science in psychology and biochemistry in South Africa. She is the director of Move Nourish Change and works in an integrative clinic in Putney. She uses functional medicine and NLP techniques as the foundation of her work. As a co-founder of Keen Beans, she also heads up educational cooking and wellbeing workshops in the corporate sector. Ryre thoroughly enjoys one-to-one consultations, seeing a variety of clients and her special interests include psychoneuroimmunology, gut health, chronic fatigue, sports nutrition and longevity. www.movenourishchange.com; www.keenbeans.co.uk



Chris Howe BSc MSc Chris joined Kingston University in 2010 as the Exercise Physiology Technician, following the completion of his undergraduate degree in Sport Science with Business in which he gained a first-class classification. He followed this with a Masters by Research degree entitled: 'Validation of Combined Tri-axial Accelerometry & Heart Rate for Predicting Energy Expenditure during Walking in Overweight & Obese Adults'. Chris is now coming towards the end of his PhD research, investigating the physiological and psychological effects of ultra-endurance running. Chris's research specialises in running, ultra-endurance, energetics and extreme environment and has a number of

publications to his name and presents his research at leading international conferences.

Chris is also a keen endurance athlete himself, having completed numerous ultra-endurance races; include the 164 km Ultra Trail du Mont Blanc, Ironman Weymouth and the 125-mile Devizes to Westminster Canoe Race. <http://www.kingston.ac.uk/research/research-degrees/research-degree-students/profile/chris-howe-37/>.



Paul K Ehren has run his personal fitness practice in London/Essex for the last 16 years and is a founding Director of Physical Frontiers, who specialise in the health and performance of bodybuilders/strength athletes and martial artists. He has a Diploma in Personal Training (Masters) and is an Accredited Coach with the National Amateur Bodybuilders Association. He is also an Associate Member of the UK Strength and Conditioning Association and has various other diplomas including sports nutrition, the role of DNA in health and fitness, and exercise and nutritional interventions for obesity and diabetes. Paul remains a competitive athlete and as a Masters Bodybuilder, has won one British title, placing 2nd twice (all UKBFF), along with three

South East titles, 3rd place in British Finals and qualifying for the Mr. Universe (all NABBA). He has also represented GB in Europe, winning the team title at the German Open (WABBA). In addition to his normal consultancy work, Paul is expanding his workshops, seminars and educational work over the coming year. www.paulkehren.co.uk



Renee McGregor BSc (hons) PGDIP (DIET)

PGCERT(sportsnutr) RD SENr is a leading sports and eating disorder specialist dietitian with over 15 years' experience working in nutrition. Renee works with elite athletes, coaches and sport science teams to provide nutritional strategies to enhance sport performance and manage eating disorders. She has delivered nutrition support to athletes over the last 2 Olympic and Paralympic cycles and other major international competitions, most recently the Commonwealth Games 2018. She is presently working with a number of national governing bodies and professional endurance teams including, Scottish Gymnastics, The GB 24 hour running squad, The EA Marathon

development squad, pro-cyclists and triathletes. She is regularly asked to work directly with

high performing and professional athletes that have developed a dysfunctional relationship with food that is impacting their performance, health and career. www.reneemcgregor.com



Katherine Caris-Harris is a degree qualified Nutritional Therapist, graduating from CNELM with a First Class honours degree in Nutritional Science, the Nutritional Therapy Practise Diploma and as a certified NLP coach. She is founder of KCH Nutrition which offers 1-2-1 consultations for not only athletes but other highly driven individuals who may be working or training alongside other health problems. Katherine incorporates a holistic approach, looking not only at diet but lifestyle, environment, genetics and behavioural changes where appropriate. As a mother of two teenagers, she understands the challenges many face in juggling all aspects of life in today's busy society and the impact this can have on our health. Katherine is a

competitive runner and endurance triathlete, having completed multiple Ironman races and has represented GB in her age group in both European Middle Distance and World Long Distance championship races. She is currently undertaking additional training in eating disorders to complete the Master Practitioner Course in Eating Disorders and Obesity, approved by the British Psychological Society (BPS). www.kchnutrition.co.uk



Michael Gleeson FBASES, FECSS is Emeritus Professor at Loughborough University, UK. He retired in March 2016 after a 40-year career as an academic in sport, exercise and health sciences. His main research interests have been in the metabolic responses to exercise, sports nutrition, and the effects of acute and chronic exercise on the function of the immune system. He was the physiology section editor for the Journal of Sports Sciences and an associate editor of Exercise Immunology Review. He has published over 200 research papers in scientific and medical journals, contributed chapters to over 30 books and has co-authored textbooks entitled *Biochemistry of Exercise and Training* (Oxford University Press 1997), *The Biochemical Basis of Sports Performance* (Oxford University Press 2004 and 2010), *Sport Nutrition* (Human Kinetics 2004, 2010 and 2018), *Immune Function in Sport and Exercise* (Elsevier 2006) and *Exercise Immunology* (Routledge 2013). He is a Fellow of the British Association of Sport and Exercise Sciences (BASES) and the European College of Sport Science (ECSS), a BASES accredited exercise physiologist as well as a past president of The International Society of Exercise and Immunology (ISEI). He has taught thousands of BSc sport science students, hundreds of MSc exercise physiology and sport nutrition students and supervised 17 PhD students. He has featured in several national radio and TV programs in the UK and his research has attracted interest from local, national and international media. He is still an active science writer and in the past two years has contributed to international expert consensus reviews sponsored by the IOC (training load and illness, 2016; training load and injury, 2016), ISEI (immuno-nutrition, 2017) and UEFA (nutrition in football, 2019) as well as completing the 3rd edition of his highly popular book *Sport Nutrition* (Human Kinetics, 2018) which he coauthors with Professor Asker Jeukendrup. He has a new book in press entitled *The Healthy Lifestyle Guidebook* (Meyer and Meyer 2019) in which he applies what he has learned working in sport science to the health of the general public.

<https://www.lboro.ac.uk/departments/ssehs/staff/mike-gleeson/>



Charlene Hutsebaut B.P.E., B.Ed., CSCS is a corporate wellness expert, personal trainer, pilates instructor and writer with over 15,000 client hours and 26 years of experience in the fitness industry. Charlene runs her PT practice at The St. Pancras Hotel, delivers online fitness programmes, creates corporate health initiatives to engage employees and is a sought-after inspirational speaker. In 2015, Charlene was the only UK woman to make the Top 10 Finalists in the Life Fitness Personal Trainers to Watch Competition and won a Mayor of London Volunteer Award for getting her community moving.

www.charlenehutsebaut.com



Sebastian Böhm is an S&C coach and performance specialist. He currently works as a sports scientist for the professional football club CD Atlético Baleares in Spain. He graduated from Ostfalia University of Applied Sciences with a degree in sports management and from AFSM Salzburg with a degree in exercise science. As an athlete, Sebastian played American football at the highest European level. Due to overtraining after mononucleosis, he struggled with CFS/ME for several years after his playing career ended. This experience shifted his focus to health and recovery of athletes. He holds several licences in S&C and both sports and mental skills coaching, and is an expert on heart rate variability tracking, player monitoring and training load management. As a coach, he has

gained experience as a weight training instructor, wide receiver coach in American football and S&C coach in basketball.

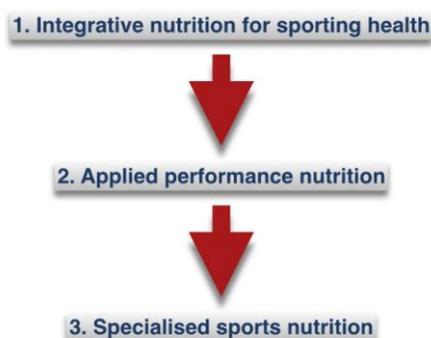
Course description

Title: **Certificate of Integrative Sports Nutrition**
Start Date: **May 2019**
Course leader: **Ian Craig**

Aims

The Centre for Integrative Sports Nutrition aims to bridge the worlds of nutritional therapy/functional medicine and conventional sports nutrition by taking into consideration an athlete's physiological systems of health, and their training, lifestyle and stress patterns. In other words, we aim to understand the unique physical, physiological and psychological requirements of our athletes and treat each of them in a genetically individual and 'functional' way.

The course will be a progressive learning experience, starting from a comprehensive study of integrative (or functional) nutrition within a sporting context, moving through conventional sports nutrition with a strong integrative slant to it, and finishing with a specialised module that looks at cutting-edge strategies within sports nutrition and individual sports themselves.



Pre-requisites

The course is aimed at degree holders, ideally with some experience in the sport and exercise industry. With the goal of the course being to bridge functional nutrition practice with current sports nutrition and sport science practices, we welcome:

- Nutritional therapists, nutritionists and dieticians with a sporting interest
- Functional medicine practitioners with a sporting interest
- Sport scientists and exercise physiologists with a nutritional interest
- Sport nutritionists who wish to learn the functional model in sport
- Highly qualified/experienced personal trainers

Additionally, knowing that many excellent practitioners are not actually degree-qualified, the course is also open to individuals who can demonstrate sufficient prior knowledge.

What qualification do you receive by completing this course?

When you complete the three modules of this course, you will receive a Short Course Certificate of Integrative Sports Nutrition, certified by the Nutritional Therapy Education Commission (NTEC) in the UK.

Additionally, if you belong to either of these professional bodies, you will receive CPD credits:

- British Association for Applied Nutrition & Nutritional Therapy (BANT) – re-accreditation in progress
- UK Sport & Exercise Nutrition Register (SENr) – accreditation in progress

PLEASE NOTE - graduates of this course are not qualified to practice nutritional therapy unless they already have a pre-existing nutritional therapy qualification.

Syllabus

Module 1 – Integrative Sports Nutrition and Health (7th -11th of May 2019)

1. Integrative thinking in sports nutrition, the functional model, timelines, and limitations to science - Ian Craig
2. Individuality and genetics of health, nutrition and performance – Ian Craig
3. Gastrointestinal health specifically in athletes – Ian Craig
4. Detoxification and biotransformation – Ian Craig
Exercise immunology and the antioxidant debate – Dr Hannah Moir
5. Energy, bioenergetics, mitochondria and the cardiovascular system – Dr Hannah Moir
6. Endocrine and nervous system disruption, imbalance and fatigue – Ian Craig
7. Musculoskeletal health and inflammation – Ian Craig
8. Functional medicine in sporting practice – Pete Williams
9. A live integrative consultation in action – Pete Williams

Module 2 – Applied Performance Nutrition (9th - 13th of July 2019)

1. Calories for a sports person – measurements and myths - Ian Craig
2. Body composition – measurement modalities and nutritional strategies – Ian Craig, Chris Howe & Simone do Carmo
3. Macronutrient needs - carb vs fat discussions, train low, compete high, carb periodisation and nutrient timing – Ian Craig
4. Micronutrient needs - considering nutrient-dense nutrition, assessments and interventions – Ryre Cornish
5. Calories revisited, the ketogenic diet and genetic individuality – Alessandro Ferretti
6. Nutrition for hypertrophy from an integrative perspective – Simone do Carmo
7. Pre, during and post-exercise nutrition, including sports and recovery drinks and gels – Ian Craig
8. Hydration and electrolytes – Andy Blow
9. Overtraining – the bigger neuroendocrine picture, monitoring and recovery – Ian Craig
10. A live performance consultation in action – Ian Craig

Module 3 – Specialised Sports Nutrition (3rd - 7th of September 2019)

This module is comprised of mostly guest specialists - below is the plan-to-date, but some changes may still be made before the line-up is finalised.

1. Beyond performance: why hypertrophy is important for health – Paul Ehren
2. Making the weight: pre- and post-competition strategies – Simone do Carmo and Paul Ehren
3. Heart rate variability and tracking principles – Sebastian Bohm

4. The biochemistry of exercise-induced immunodepression – Prof Mike Gleeson
5. Business and marketing strategies for health and fitness professionals – Charlene Hutsebaut
6. Nutritional strategies for Formula 1 race drivers – Helene Patounas
7. Recovery strategies and ergogenic aids – Matt Lovell
8. Functional testing in sport – Graeme Jones (Nordic labs)
9. Case study on relative energy deficiency in sports (RED-S) – Renee McGregor
10. A live performance consultation in action – Ian Craig

Learning outcomes and objectives

Module 1 – Integrative Sports Nutrition and Health (7th -11th of May 2019)

1. Acquire a confident understanding of the functional way of working within the context of sports nutrition.
2. Firmly appreciate the importance of focusing on an athlete's health, which will then underpin their performance.
3. Obtain a thorough physiological knowledge of the gastrointestinal tract and digestive challenges faced by athletes, and strategies to help their GI function.
4. Obtain a thorough physiological knowledge of detoxification and biotransformation, the increased challenges faced by athletes, and strategies to help increase liver/detoxification support.
5. Understand the acute and chronic effects of various exercise workloads on the athlete's immune system, the health implications for resistance to bacterial and viral diseases, and strategies to support athlete immunity.
6. Understand musculoskeletal adaptations to various exercise workloads, the importance of musculoskeletal health for optimal performance, and strategies to manage exercise-induced muscle damage, soreness and inflammation.
7. Obtain a thorough physiological knowledge of the endocrine system, how various excessive exercise workloads can disrupt the endocrine system and induce endocrine fatigue, and strategies to support a balanced endocrine system.
8. Obtain a thorough physiological understanding of the cardiovascular and pulmonary responses to exercise, human energy systems, their interactions and relevance to different sports. Appreciate a holistic and integrative approach to the concept of fatigue.
9. Understand the role of both the sympathetic and parasympathetic nervous systems in an athlete's health and performance, and strategies to support a balanced nervous system.
10. Apply integrative sports nutrition learnings in a consultation.

Module 2 – Applied Performance Nutrition (9th - 13th of July 2019)

1. Recognise ACSM guidelines, calculate energy requirements for an athlete and critique the limitations of assessing energy requirements.
2. Understand macronutrient requirements for an athlete in a genetically individual way and provide strategies to periodise macronutrient intake in certain sporting scenarios.

3. Understand micronutrient requirements for an athlete, the importance of nutrient-dense nutrition, measurements of micronutrient status and strategies for micronutrient nourishment.
4. Develop strategies to manipulate an athlete's body composition taking into account beyond-calorie considerations such as blood sugar regulation, stress hormones, female hormones and more.
5. Develop pre-, during and post-exercise nutrition guidelines, viewing historical and current research information.
6. Appreciate the evolution of sports drinks and gels for performance and recovery and delve into the wonderful world of making them yourself.
7. Understand the importance of hydration for an athlete's health and performance, use hydration guidelines and devise strategies to meet an athlete's hydration requirements.
8. Assess the evidence behind nutrient timing as a dietary strategy and individualise the information for a particular athlete.
9. Obtain a thorough physiological understanding of overtraining (and other physiological imbalances), learn how to assess and monitor overtraining, and strategies for prevention and recovery.
10. Demonstrate applied performance nutrition learnings in a consultation.

Module 3 – Specialised Sports Nutrition (3rd - 7th of September 2019)

This module will have more guest speakers, so prior to the speakers being finalised, this is a working template of learning outcomes:

1. Develop integrative strategies for hypertrophy and recognise its role in both performance and health.
2. Develop pre- and post-competition nutritional strategies for weight-making sports.
3. Recognise the role of heart rate variability as a monitoring tool and understand key tracking principles.
4. Understand the biochemistry of and effects of certain nutrients on exercise-induced immunodepression.
5. Develop individualised business and marketing strategies for health and fitness professionals.
6. Via the experiences and strategies of specialised practitioners, recognise sport-specific nutritional considerations e.g. race driving.
7. Obtain a thorough physiological understanding of ergogenic aids that can directly assist athletic performance.
8. Develop monitoring, nutrition and lifestyle strategies for recovery.
9. Understand how to apply functional testing in a sporting context.
10. Obtain a thorough physiological understanding of the impact of low energy availability on an athlete's health and performance (RED-S).

Benefits for you

- Learn aspects of nutritional therapy and functional medicine that are relevant to sport and exercise and apply them in practice.
- View the body as an integrative system that interacts with the exercise, nutrition and lifestyle choices that we make.
- Lead the crowd - functional medicine started off as a small-scale, alternative medical modality and is now practiced widely in many countries. In years to come, the same may be true of this new paradigm within sports nutrition.
- Equip yourself with the skills to work with athletic individuals at a deep physiological level and with a very healthy respect for genetic individuality.
- Learn beyond-calorie strategies to manipulate body composition.
- Learn how to recognise health dysfunctions that an athlete can face and how to design interventions to help manage their challenges.
- Learn how to recognise, assess and monitor overtraining, as well as strategies for prevention and recovery.
- Learn how to develop pre-, during- and post-exercise nutrition and hydration guidelines for the individual athlete, including periodisation in certain sporting scenarios.
- Recognise sport-specific nutritional considerations and ergogenic aids that can directly or indirectly assist athletic performance.
- Access some of the most forward and lateral-thinking minds in international sports nutrition and functional medicine.
- Increase your sports nutrition credibility.
- Join a forum of like-minded individuals.
- Justify an increase in your hourly rate based on an additional skill set.

Learning materials

This list is in process of being populated

- McArdle WD, Katch FI and Katch VL (2015). *Exercise Physiology: Nutrition, Energy, and Human Performance*. 8th edition. Wolters Kluwer Health - Lippincott, Williams and Wilkins.
- Jeukendrup & Gleeson (2019). *Sport Nutrition*. 3rd edition. Human Kinetics.
- Jones D (2006). *Textbook of Functional Medicine*: Institute of Functional Medicine.
- Selected journal reading before and after each module.

Course duration and mode of delivery

Total hours of guided learning – 162 hours

Attendance – 105 hours (35 hours per module). For the online course, this portion will be done online.

Guided distance learning – 12 hours (4 hours per module) - webinars

Self-guided learning – minimum of 45 hours (15 hours per module) - reading and study are expected before and after each module, including time to write assignments for each module.

The majority of the course will be made up of small classroom lectures and workshops (where at least two facilitators will be in attendance), plus you will receive several relevant and supporting webinars during the course. If you're doing the online course, these classroom sessions will be professionally recorded and played through an online medium. In addition, we will set up an online mentoring and discussion forum (via Facebook) so that you can always access your peers and lecturers/facilitators to have your questions answered. After each module and before your assignments need to be submitted, we will also provide a very structured online mentoring experience.

Live course – 2019 dates:

- **Module 1:** 7th (Tues) - 11th (Sat) May
- **Module 2:** 9th (Tues) - 13th (Sat) July
- **Module 3:** 3rd (Tues) - 7th (Sat) September

Venue: London Kingston University, Department of Applied and Human Sciences, Penrhyn Road Campus.

Online study – 2019 enrolment dates: We have three intake periods each year for online study:

- **Intake 1:** February (immediate access to modules 1-3 of the 2018 live course)
- **Intake 2:** June (immediate access to module 1 of the 2019 live course; access to module 2 in August 2019; access to module 3 in October 2019)
- **Intake 3:** October (immediate access to modules 1-3 of the 2019 live course)

Assessment methods and deadlines

Your formative assignments will be used as an aid to your learning, as we will provide you with constructive feedback, but will not formally grade the assignment. We highly recommend that you complete the formative assignments as they have been designed to help you optimally achieve on your summative assessments.

Module 1

Formative assignment: create a functional medicine matrix and timeline based on yourself.

Deadline: 1 June 2019

Summative assignment: a multiple-choice section based on learnings from module 1, plus a long-answer, case-study type question on a sporting health scenario.

Deadline: 22 June 2019

Module 2

Formative assignment: create a pre-, during- and post-exercise nutrition strategy for yourself based on a particular exercise session.

Deadline: 27 July 2019

Summative assignment: a multiple-choice section based on learnings from module 2, plus a long-answer, case-study type question on a sporting performance scenario.

Deadline: 17 August 2019

Module 3

There is no formative assignment for this module.

Summative assignment: create a real case study based one of your own clients (or a volunteer if you're not yet in practice) and write up your initial consultation plus one follow-up consultation.

Deadline: 19 October 2019

Deadlines for online students: from the time you start each module, you will be given a maximum period of six weeks to hand in the formative assignment and ten weeks for the summative assignment for that module.

Extensions

Assignments must be submitted by the stated deadline. If you submit late without a pre-approved extension, your grade will be capped at 'Pass'. Extension forms can be requested by emailing the course coordinator Simone do Carmo.

Grading system

Pass: 50+% is required in terms of academic standard, but you also need to demonstrate clinical competency (i.e. safety) with regard to the advice offered to your case study client.

Merit - 60-69%

Distinction - 70+%

If you fail an assignment (i.e. below 50% or not displaying clinical competency), you can resubmit the assignment one more time - on this second occasion, you can only secure a Pass, and cannot achieve Merit or Distinction.

Referencing style

For your summative assessment in Module 3, you should include references that are carefully selected and chosen to best represent the nutrition intervention(s) you have implemented. You do not need to reference standard biochemistry or pathology unless it is directly linked to a rationale for intervention. More references are not necessarily better when justifying a clinical report. We are looking to see that you can appropriately select references to justify the nutrition intervention.

The style of referencing is a **modified Vancouver style**. References should be numbered in the order in which they appear in the text:

- In-text citations are numbers in brackets (1). Citation numbers in brackets go at the end of sentences before the full stops or they can be included in the sentence (2); before commas (3), semi-colons and the like.
- At the end of the article, the full list of references should follow the modified Vancouver style (see example below).
- List all authors where there are two (or fewer); when there are three or more, list only the first ONE and add “et al”.
- The authors' names are followed by the year of publication; the title of the article; the title of the journal (abbreviated if available) in italics; the volume number; and the first and last page numbers.
- References to books should include the names of any editors; year of publication; title of the book in italics; name of publishers; and place of publication.
- References to websites should direct the reader to a specific web page and include the date you accessed it. List the author and title of the information that you're referring to if this is available.

Examples:

- Kreider R et al (2017). International Society of Sports Nutrition position stand: safety and efficacy of creatine supplementation in exercise, sport, and medicine. *J Int Soc Sports Nutr.* 14:18.
- McArdle WD, Katch FI and Katch VL (2015). Exercise Physiology: Nutrition, Energy, and Human Performance. 8th edition. Wolters Kluwer Health - Lippincott, Williams and Wilkins.
- Carlson (2006). Athlete's Performance Nutrition Program: Bridging Science and Reality. International Society of Sports Nutrition, Las Vegas. Available at: www.sportsnutritionociety.org/conference_presentations/ISSNConference_200606_Carlson.pdf [Accessed 12 Oct 2009].

Support for learners with learning support needs

Extra time for assessments - all your assignments are homework-based, rather than classroom examined, so you can take as long as you need within the specified time frame to complete your assignments. We will also be sympathetic within reason to any need to extend your submission dates.

Support with reading and completion of assessments – If you have certain learning needs (e.g. dyslexia), you may ask someone to help you read questions/write answers for you. Producing audio/video instead of written answers to the assignments will also be permitted. In the case of dyslexia, the course material, instead of being presented on a white background, can be changed to cream or pastel-coloured backgrounds as required.

All of the presented course material will be professionally filmed and edited (webinars and live lectures/workshops). These recordings will be made available to all students, meaning that if you have learning support needs, you can replay the presentations at your own leisure.

Prior to the start of each module, reading materials in the form of journal articles and online resources, will be given out approximately one month in advance so you're able to revise the topics well before the actual presentation. This means that the material will not be totally new to you and you will be able to derive maximum benefit from the presentations and ask pertinent questions.

One-to-one support will be supplied as needed - the live course in London will be a small class size, so there will be good tutorial support available for you from programme founder Ian Craig and course coordinator Simone do Carmo. The same will apply to the online course as numbers will be limited so we can provide sufficient tutorial support.

We also run an online discussion forum on a closed Facebook group so that you can discuss topics with other students and your tutors and lecturers. This forum will be particularly active during assignment times.

Complaints and appeals procedure

We are committed to providing you with a high-quality educational experience. If you wish to appeal against a grade, have an issue that warrants our attention, or you're dissatisfied with any aspect of the course, please contact us. We are also keen to learn from any appeals and complaints we receive.

The procedure for any appeal or complaint is to firstly contact the course coordinator, Simone do Carmo, who will send you an appropriate form to complete. This form will then be reviewed by the course leader, Ian Craig. Although Ian's decision is final, he will certainly do his utmost to resolve the matter to your satisfaction.

Cancellation policies

Once you have paid for the course, either in full, or as part of a payment plan, should you choose to cancel, you are eligible for a full refund up until one week before the first module of the course begins. Additionally, if you have completed the first module and do not wish to continue on the course, we will refund your course fees minus a third of your total course cost (to pay for your module 1 completion). Likewise, if you have completed the second module and do not wish to continue on the course, we will refund your course fees minus two thirds of your total course cost (to pay for your module 1 and 2 completion).

Course concessions

You may be eligible for a significant discount on the course if you belong to certain organisations, or are a student in a related discipline, or if you refer a friend or colleague to the course. Below are the discounts currently being awarded - these discounts also apply to the early bird special if you book early enough:

- British Association for Applied Nutrition & Nutritional Therapy (BANT) members receive a 10% discount - re-accreditation in progress.
- Sport & Exercise Nutrition Register (SENr) members receive a 10% discount – accreditation in progress.
- A 10% discount is awarded for referrals of friends or colleagues to the course.
- Students in the final year of their undergraduate degree or who are studying at postgraduate level in a related discipline qualify for student rates.

Tutor and lecturer availability

During the time that you are enrolled on this course, you will have full contact with your tutors; course coordinator Simone do Carmo and course leader Ian Craig. If you have logistical questions, you can send an email to Simone and if you have questions about course content, you can send an email to Ian.

Additionally, if you have a question for one of the other lecturers, you can send an email to Simone, who will forward your email to the lecturer in question, and she will endeavour to get an answer for you as soon as possible.

We have also set up a private Facebook group, which is only for course attendees. The group is moderated by Simone do Carmo. On this platform, it allows you to interact with other people attending the course and with your tutors. During the week period before assignments are due, we will facilitate discussion around the assignment brief, plus give you access to external lecturers, so you can ask them questions.

Contact details

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