Applying for Dietetic Internships—Fall 2018 & Spring 2019

Resources: All links verified April 1, 2018.

The Academy of Nutrition and Dietetics Student Section:
http://www.eatrightpro.org/resources/membership/student-member-center

Computer Matching Policy and Procedures from ACEND:
https://www.eatrightpro.org/acend/students-and-advancing-education/dietetic-internship-match-students

D & D Digital: http://www.dnddigital.com Each Dietetic Internship of interest must receive your application and must be on your prioritized list of Internships for matching!

1. Most Internships will participate in an online Dietetic Internship Centralized Application System (DICAS) to receive your application. Applications to other Internships should be sent to the DI program director or as directed on the DI program’s website. For additional information, contact your Didactic Program Director or see American Dietetic Association -> Dietetic Internship Centralized Application System.

2. Each Applicant must register for matching with D & D Digital to create / modify their prioritized list of DI Internships for matching.

Dietetic Internship Centralized Application System (DICAS):
https://portal.dicas.org

The Commission on Dietetic Registration information on becoming a DTR:
http://cdrnet.org/program-director/grad-info-dpd-pathway-iii

Computer Matching: Applicant Responsibilities

All computer matching information will be on the D&D Digital and Academy of Nutrition and Dietetics websites. In general, they will be September 25, 2018 for the fall match and February 15, 2019 for the spring match. But, be careful, since some programs have different application deadlines and these may be coordinated with applications to graduate school.

APPLICATION PHASE: Applicants are responsible for obtaining current application materials from the Dietetic Internships (DI). The basic steps in this process are:

- Obtain current application materials from selected DIs at least 6 months prior to the computer match in April and November annually. Please note that DI application forms are not available on the Academy Web site or from Academy staff. You must get all required application information from the DI programs.

- Discuss application materials with your Didactic Program Director, if possible.
• **Apply to take Graduate Record Examination (GRE).**

• File with DICAS (for the spring match will open around December 1). If you are applying before you graduate, you will check the Declaration of Intent to Complete form; if you have graduated already, you will check the Verification Statement form. Hard copies of Verification Statements will be issued to all students following confirmation of graduation.

• Request references from advisor/faculty/employers and order official transcripts as needed for each DI application.

• Complete each DI application according to instructions provided with the application and submit the materials to the DI director by the designated deadline date. Questions about completing applications should be referred to the DI Director or your DPD Director, not Academy staff.

• Provide telephone number(s) with applications where you can be reached on Appointment Day.

• Send all materials before the postmark deadline and by receipted mail for proof of mailing date and delivery. Enclose a self-addressed stamped postcard if you want to be notified of receipt of the DI application from the program.

• Applicants must register on the [D&D Digital Web site](#), pay the computer matching fee with a credit card and submit their prioritized list of selected dietetic internships online to D&D Digital before the designated deadline dates (Refer to Dates for the Computer Matching Process for each appointment period). Applicants should call D&D Digital prior to the deadline if they do not receive an e-mail with login information. Be careful, since there are still a couple of programs that do not go through DICAS and you’ll need to contact the directors directly.

• If you do not receive a match, you must register with D&D Digital for each Spring and Fall computer-matching period.

**COMPUTER MATCHING PHASE**

• Applicants are responsible for notifying D&D Digital, in writing, of a decision to withdraw from the matching process if circumstances will prevent them from accepting a match that may occur.

• Applicants are responsible for telephoning D&D Digital if they cannot access the D&D Digital Internet site to view their personal matching results on Notification Day.
APPOINTMENT PHASE

- Applicants who receive a computer match DI appointment are responsible for accepting or rejecting the match by telephone or fax on Appointment Day.

- Applicants who submitted a Declaration of Intent to Complete form with their DI applications must obtain a signed DPD Verification Statement from their DPD Program Director and official transcript documenting completion of the bachelor’s degree before they may begin the DI.

IMPORTANT APPLICANT RESPONSIBILITIES

Participants in the computer matching process are expected to adhere to the results of the match and accept a match that may occur. **It is unethical to decline a match in order to pursue appointment to another program.**

Programs with open positions will be posted on the D&D Digital Web site the day following Appointment Day. Applicants who do not receive a computer match must not contact any program with open positions until the day following Appointment Day. In addition, please do not ask your Didactic Program Director to inquire about programs with open positions until the day programs with open positions are posted. This allows the DI programs time to confirm acceptance from their matched applicants and determine the process they will use to fill open positions.

Didactic Program Director Responsibilities

All computer matching information, including the computer matching dates with deadlines, is available on the D&D and ACEND Web sites.

APPLICATION PHASE

Didactic Program Directors are responsible for advising applicants participating in the computer matching process. This should include, but is not limited to, the following:

- Provide access to the ACEND web site: [http://www.eatrightacend.org/ACEND](http://www.eatrightacend.org/ACEND) and encourage activities that acquaint students with Dietetic Internships (DI) and the application process.

- Provide applicants with a copy of the Applicant Responsibilities for the Application, Computer Matching and Appointment Procedures and computer matching information sent to you from D&D Digital (information booklets). **Note:** although D&D still sends out these booklets, it’s now been many years since a student has asked for them—students simply go to their site and apply on line.
• Ensure that students understand that they must submit complete application packets to each dietetic internship they are applying to and also must register on the D&D Digital Web site, pay the computer matching fee with a credit card and submit their prioritized list of selected dietetic internships online to D&D Digital before the designated deadline dates (Refer to Dates for the Computer Matching Process for each appointment period).

• Complete Declaration of Intent to Complete or Verification Statement form for each applicant. Your original signature on this form attests to the accuracy of the information supplied.

• Write references for applicant promptly upon request and encourage applicant to request other references well in advance of the application deadline dates.

COMPUTER MATCHING PHASE

• Remind students in the match to view their personal matching information on Notification Day and confirm appointments with the DI Director by Appointment Day (Refer to Dates for the Computer Matching Process for each appointment period). Please remind students they only have 24 hours from Notification Day until Appointment Day to confirm acceptance or rejection of the match with the DI Program Director. Encourage applicants to also notify you of their personal matching results so that you may provide consultation and advice in this process.

• Inform students in the match of the following: As a participant in the computer matching process, it is expected that applicants who receive a match will adhere to the results of the match and accept that match. It is unacceptable to decline a match in order to pursue appointment to another supervised practice program.

APPOINTMENT PHASE

• DPD Directors will receive the list of matched/unmatched applicants with the DPDs the applicants are attending/attended on the day following Appointment Day.

• Students and DPD Directors will have access to the list of programs with open positions only on the D&D Digital Web site the day following Appointment Day. This allows DI programs time to confirm acceptance from their matched applicants and determine the process they will use to fill open positions before responding to calls regarding open positions.

• DPD Directors must provide the DPD Verification Statement to certify completion of the CADE-approved minimum academic requirements including at least a bachelor's degree for each graduate who received a Declaration of Intent to Complete form and completed the DPD requirements before graduates begin the DI.
### Suggested Time-Line for the Applying to Internships

<table>
<thead>
<tr>
<th>ACTION</th>
<th>TIME</th>
<th>NOTES</th>
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<tbody>
<tr>
<td>Check out the internship recommendation form—this will help you identify if you have any areas that need improvement while there is still time to work on this</td>
<td>NOW</td>
<td>This will help you gain any experience that you need to while there is still time to do it</td>
</tr>
<tr>
<td>Identify your personal goals</td>
<td>NOW</td>
<td>This will help you focus on what programs you’re interested in applying to</td>
</tr>
<tr>
<td>Research DI programs using the Applicant Guide, Directory of Programs or <a href="http://www.eatrightacend.org/ACEND/content.aspx?id=10760">http://www.eatrightacend.org/ACEND/content.aspx?id=10760</a></td>
<td>For the spring match, the summer before applying (although it’s never too early)</td>
<td>The website has been revised, so that you can categorize the programs by state or other characteristics</td>
</tr>
<tr>
<td>Match your goals to individual programs</td>
<td>The summer before applying to the spring match</td>
<td>Programs vary by location, cost, length, graduate study, admission requirements—by, matching your goals to the program, you can help identify the programs to which you’d like to apply</td>
</tr>
<tr>
<td>Contact programs about information on their application process</td>
<td>The summer before applying to the spring match</td>
<td>All programs should be using DICAS, but some internships apparently do not (yes, I was surprised); some internships also have other forms to fill out or other requirements</td>
</tr>
<tr>
<td>Contact Career Services</td>
<td>The summer before applying to the spring match</td>
<td>Career Services can provide help with your resume and cover letter, and how to be interviewed</td>
</tr>
<tr>
<td>Brush up on writing resumes and cover letters</td>
<td>The summer before applying to the spring match</td>
<td>Contact program, make appointment, follow-up with letter; prepare for your visit—see above note about Career Services. Ask to talk with a current intern.</td>
</tr>
<tr>
<td>If you can, visit programs—many have gone to an open house format rather than accepting individual visits from students.</td>
<td>The summer before applying to the spring match</td>
<td>You must have a degree and have completed the knowledge requirements to go into this match—most of you will go into the Spring, 2019 Match</td>
</tr>
<tr>
<td>If you are applying to the Fall Match</td>
<td>Sept 25, 2018</td>
<td>…when DICAS re-opens—it should close after the fall applications are in and re-open shortly after the fall match date</td>
</tr>
<tr>
<td>Complete application</td>
<td>Fall before applying for the spring match</td>
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</table>
Write letter
Fall before applying for the spring match
Most programs want a letter. Market yourself, but…DO NOT REPEAT YOUR RESUME, TRANSCRIPT, OR APPLICATION FORM. Focus on your personal strengths, goals, and skills gained through work or other experiences. Identify specifically why you’re interested in the program…focus on the opportunities in the program and how they match your personal goals.

The Spring Application Deadline is ~February 15, 2019

Be smart: If the people you are requesting to write letters of recommendation for you are on campus—ask them in person. Many people here write many letters–give the faculty at least one month lead time to write these letters. Have all the materials that you need to give them together = resumes, transcripts, list of strengths and weaknesses, and any special instructions for the letter–for example, the internship wants the letter writer to comment on…whatever. You also need to provide a signed statement that you are giving the person writing the recommendation permission to use any information about you—for example the grade you received in their course. Place all materials in a large manila envelope with your name on it and give it to the person who will be writing the letters.

What else do you need to know? The ACEND website tells students how to enhance their likelihood of obtaining an internship, but it also tells students what to avoid.

1. Advice directly from the ACEND website on that to AVOID:

   Although many decisions and experiences can increase your chances of getting accepted into an internship, a few may actually jeopardize your chances and negatively affect your entire professional future!

   - **Avoid posting embarrassing or unsavory personal information or photographs on the Internet.** Such information may be seen as an indicator of poor professional judgment.
   - Avoid criminal behavior. A criminal record may make you ineligible to work in many health-care facilities and prevent you from completing your education.
   - **Never** misrepresent or falsify information regarding you education, work experiences, or credentials. If you are discovered doing this, you could ruin your professional reputation and jeopardize your career.

A note on the first element—you may think that this is none of their business—you’re wrong. You may think that Internship Directors can’t access this information, they can.
Before you begin an internship, it is very likely that you will have a background check run and that you will be drug tested. Virtually all programs do this.

2. **DICAS requires that a resume be submitted on-line as part of your application.**

There is no one correct way to design a resume, but a sample resume is attached. If possible, work to get your resume on a single page, if you have a lot going on, you may not be able to. But, a word to the wise—high school is behind you, so take it completely off your resume.

**The Application Process Itself**

**Dietetic Internship Centralized Application System (DICAS)**

The majority of internships are now using an on-line application process. There is an instructional video for the student application process: watch this video.

- [https://www.youtube.com/watch?v=qP28aNF_hkI](https://www.youtube.com/watch?v=qP28aNF_hkI)

The video is very clear about most things, but there are some things that you need to note:

1. You must identify the DPD director and provide an email address—please use my LSU email [emckinley1@lsu.edu](mailto:emckinley1@lsu.edu) for this purpose, NOT my AgCenter address. I also need a list of the courses you need to take to graduate—name and number of all courses.

2. If you have not yet graduated, you will check the box for DECLARATION OF INTENT.

3. If you have a degree AND have met the knowledge requirements for a DPD program, you will check the box for VERIFICATION STATEMENT. If you do this, you should already have a Verification Statement in your possession.

4. If you have a degree, which is not from LSU, I will need a copy of an original transcript and a copy of your diploma to certify that you have the degree before I can issue a verification statement.

5. Science courses are: BIOL 1011, 1012, 1201, 1208, 2083, 2160 and CHEM 1201, 1202, 1212, and 2060

6. Professional courses are: all required NFS courses; CMST 2060; EXST 2201; MGT 3200; PSYC 2000; ANTH 1003 or SOCL 2001; KIN 2500; FDSC 2000 and 3000

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1 The first iteration of this material was prepared in early March, 2011; there were still some programs that were not using DICAS; however, in the future, it’s very likely that all programs will be using DICAS in the future. The list of programs NOT using DICAS is on the ADA website; you should also check with the program to which you are applying to confirm this.

2 There were a number of problems with DICAS during the spring application process and it is very likely that there will be some changes made—if there are other things you need to know as we work closer to the time, this packet will be updated.
Don’t come back and ask me what course you need to list—here they are—right above you; if there is an unanticipated change in DICAS and they ask only for professional courses—all professional and science courses should be listed

7. Be very certain that you fill in all required elements and it is suggested that you also fill in the non-required elements.

If you have questions or need assistance with the application process? You can email the DPD Director or contact the DICAS customer support at 617/612-2855 or dicasinfo@dicas.org.

Centralized Application: If you have questions about the centralized application, please contact DICAS customer support at 617/612-2855 or dicasinfo@dicas.org.

Computer Matching: If you need assistance with computer matching, please contact D&D Digital customer support at 515/292-0490 or dnd@sigler.com.

Note 1: In your senior year, there are two scholarships available from the Louisiana Dietetic Association:

LDA SENIOR MERIT SCHOLARSHIP
This scholarship for $500 is presented to a senior in an undergraduate degree program in dietetics. The recipient must be accepted into an internship or supervised practice program (AP4) before receiving the award.

IRENE TOLIVER PYBURN MERIT AWARD
This award for $1000 is presented to the most outstanding senior student in Louisiana who is majoring in dietetics. The recipient of this award must be accepted into an internship or supervised practice program (AP4) before receiving the award.

Application forms are available through the above link.
Comment on Verification Statements:

These are issued only after a student has graduated. They cannot be signed, dated, or sent prior to your date of graduation. As stated, if you have already graduated, you will use a Verification Statement rather than a Declaration of Intent to apply for an internship.

These will be issued to students after verification by the College of Agriculture that a student has graduated. DON’T EVEN THINK ABOUT ASKING FOR IT EARLY. Following your graduation, you can get all the Verification Statements you think you’ll ever need, and call back later if you need more.

The Program Director is the only person who can sign these and they must have an original signature. To prepare these, I need to wait (once again) for the College of Agriculture to confirm that you have graduated. These statements are mailed to a permanent mailing address that the student provides.

Verification Statements must be provided to your internship director. Some want this before you start and some want it the first day of your internship. Some may want more than one—they should let you know. If your internship director wants one mailed to him/her directly, then you need to let me know—this is unusual, but it has happened.

There is no reason that you need Verification Statements other than to get into an internship—when you’ve completed your internship, you’ll get another one from the director of the internship.

Verification statements are maintained in perpetuity by the didactic program.

What else do you need to know? What’s on the application form would be good, then you have work on any areas you feel you may need to improve. Also note that not all of those writing the recommendations can comment on every element of the form.

Note 2: Program Directors are not provided with information on where students match—I would appreciate it if, when you do match, you would tell me.

Note 3: After your internship and before you’ve passed the exam, look at the licensing laws in your state. Most states have them. If you stay in Louisiana, it is illegal to practice without a license and to do so could result in your suspension or you could have your new credentials revoked.

In Louisiana, contact the Louisiana Board of Examiners in Dietetics and Nutrition http://lbedn.org

Note 4: If you take the RD exam or the DTR exam, you cannot actually use these credentials until you have been formally notified by CDR. Also, after you complete your internship, in the case of the RD, or complete the DPD requirements with your degree, in the case of the DTR, but before you take the exam and get the results, you cannot use the credentials RDE (RD Eligible) or DTRE (DTR Eligible).
### References

**References Information**

<table>
<thead>
<tr>
<th>Reference's Name: Dr. Carol O'Neil</th>
<th>Position: Professor</th>
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<tbody>
<tr>
<td>Address: 281 Knapp Hall, Baton Rouge, LA 70803</td>
<td>Place of Employment: Louisiana State University</td>
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<tr>
<td>United States</td>
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<tr>
<td>Phone: 225-578-1031</td>
<td>Date Completed: 01/09/2012</td>
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<tr>
<td>E-Mail Address: <a href="mailto:conseil1@bu.edu">conseil1@bu.edu</a></td>
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**How long have you known the applicant: Years(s), Month(s)**

**Relationship to the applicant:** Teacher

### Application of Knowledge

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<th>Satisfactory</th>
<th>Needs Improvement</th>
<th>Unsatisfactory</th>
<th>Not Observed</th>
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<td>Food Service Management</td>
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<td>Analytical Skills/Problem Solving</td>
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### Communication Skills

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<th>Needs Improvement</th>
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<tr>
<td>Written</td>
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### Interpersonal Skills

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<td>Peers/Co-workers</td>
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<td>Teachers/Supervisors</td>
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<td>Punctuality</td>
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<td>Reaction to Stress</td>
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<td>Overall Potential as a Dietitian</td>
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</table>

### Summary Evaluation: Highly Recommended

### Comments:

Describe strength and weaknesses: 

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**DICAS 2012 Application**

**DICAS ID:**

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**Application Page 1**

**Printed on 01/13/12 9:23AM**
What else do you need to know?

Many programs interview students prior to ranking them for their submission to D & D Digital. Interviews can be by phone or in person. Questions can come in two main domains—one general to any type of internship (or job for that matter) and the other specific knowledge questions. So, what might the internship directors or their selection board ask you?

1) *Why did you choose to apply to XYZ University’s DI?*

   Specific emphasis of the program/rotations, geographic location (legitimate, although not a great answer, unless you can link it to something else—there is a high prevalence of poverty or a certain disease and I’m especially interested in studying those fields and your internship addresses them specifically), cost, is part of a graduate degree program, other…

2) *Why would it benefit the DI to accept you?*

   This is closely aligned with the first question. You are looking for the best fit possible—matching your talents and interests with what the specific internship provides. Think about what you bring to the(ir) party.

3) *Why are you interested in dietetics?*

   Be careful here. Lots of people’s grandmothers have diabetes and don’t become dietitians. Think a lot about this—this question is a sure thing, both in an interview and for your personal statement.

4) *What is your plan B if you do not receive an internship?*

   ISPP, work, graduate school, DTR exam, what? Your answer will give the director some knowledge of your interest in and dedication to the profession—if you say, I’m going to lounge on the beach in the South of France, s/he’s unlikely to consider you a second time (and this comes up more than you might think). If you’re genuinely interested in being an RD, the answer has to relate to improving the likelihood of receiving an internship at the next match.

5) *Do you have a special area of interest? If you were able to select your own or alternate rotations, what would they be?*

   These need to relate to the program—see comment above on the best match possible.

6) *How do you handle stress? Alternately, describe a stressful situation (or a conflict with a co-worker, teacher, employer) and how you handled it.*

   This question is almost certain to come up in an interview—think back to your group projects (or other equally stressful projects)!
7) **Give an example of how you have demonstrated leadership skills or taken initiative to enhance your own learning?**

Leadership skills (or opportunities you have taken) do not necessarily need to come from a school setting, but could come from a volunteer experience or a work experience. As an RD, you are expected to be a leader—so search your background and come up with something.

8) **What motivates you to excel?**

9) **Briefly describe your favorite job and why you liked it (alternately what did you learn from it that will help you in your internship).**

A word of warning here: be honest, but think about it—if your favorite job was one where you worked 8 hours a day locked in an office by yourself—it may be a problem. If that’s really the case, be prepared to back it up with something—I was entering data for this exciting research project we were working on…something like that.

10) **What are your academic strengths/weaknesses? How have you learned to capitalize on your strengths and improve your weaknesses?**

Be prepared to give concrete examples here—if you feel that there are academic weaknesses, don’t just say I’m going to work harder or bring up my grades—that never works.

11) **How do you stand out among your peers?**

Needless to say, they want to know how you stand out in a positive way.

12) **Give an example of a time in your life that required commitment and motivation, a challenge, or an experience that you feel will help you during your internship. What did you do and how do you think this will help you during your internship?**

13) **How do you deal with criticism?**

14) **What challenges/difficulties do you think you will face in the internship?**

15) **What are your plans 5 years from now? 10 years from now?**

16) **The ubiquitous—is there anything else you would like to discuss?**

**Examples of Specific Questions:**

1) **Explain what a dietitian does.**

2) **What nutrition interventions would you recommend for a patient with diabetes (could be any disease—although they realize you have a limited experience so are unlikely to come**
up with an exotic disease, but this could easily be celiac disease, coronary artery disease, hypertension, and so on)?

Be careful here and consider the nutrition care process— you may think it’s all very well and good to give a blanket answer, but they need to know that you understand the nutrition care process; what’s the first thing that you need to know—the patient and what they know and what they already do. If you have a new-onset diabetic (which this question doesn’t state, it’s easier), but if you have a patient who has had the disease, you need to know what they know, what they do, what their specific problems are, and what their barriers and facilitators are, before you make any recommendations for nutrition interventions. It’s OK to say something like—I would need to know more about the patient (but do provide specifics)—for example, if it is a new-onset diabetic, I might do…, but if it’s a patient who has had the disease for some time, I would do this…

3) You are an intern participating in a management rotation and have been notified that you will be working with a dietitian the following day who will be interviewing several applicants for tray line positions. You are asked to attend/participate in the conduction of the interviews. The next day, as you participate in one of these interviews, you THINK that some of the interview questions asked by the RD may be illegal under the law. What would you do in this situation?

As an aside, before you do anything, make note of the exact way that the question(s) was phrased. Then do a little research about it, if you are not sure, to be sure it’s inappropriate. Then go to the director of the rotation or the director of the internship—do not confront the dietitian that asked the question. This falls under the general advice for any problem, “If you see something, say something.”

4) What are your thoughts about spending time as an intern during a management rotation in the dish room or in a cafeteria line? Please explain.

You know that, as an RD, you may be in a leadership role, but you need to understand all aspects of whatever process you’re directing, so this could be a learning experience for you. As an intern, I worked in the dish room and on the tray line (and in the public cafeteria). Although not always happy, I was more understanding about some situations than others (for example, the dish room experience was the result of a city-wide emergency and the hospital was short staffed)—it’s the way it was (and will be the way it is in practice), but this should not be the usual or sustained situation for an intern. P.S. I kind of liked working the tray line—it worked out well, we did it one day and when we had the emergency, I was prepared to do it.

5) You are the leader of a group project. The other group members are not fulfilling their responsibilities as part of the group. You feel that there is a risk the project will not be completed on time. What would you do?

Oh, did I tell you group projects do not stop when you are an undergraduate—this is why you’re assigned them? They will continue on as an intern and when you are in practice (these situations change distinctly since individuals may no longer have common goals
and may want to advance their own agendas). So what will you do? This is a very likely question—think about it if you are offered an interview.

6) **What are your expectations for a typical week in your internship?**

Do your homework here; one of the best things you can do is to talk with current interns.

7) **Absolutely, be prepared to answer a question about the nutrition care process.**

**What else do you need to know?**

You can schedule individual appointments with me to discuss internships and you can email me questions: emckinley1@lsu.edu.

**GOOD LUCK WITH YOUR APPLICATIONS!!**
What Else Do You Need to Know: Sample Resume

SAMUEL S. SARAN, Jr.
5501 Waterman Blvd; Baton Rouge, LA 70807
555-555-5555; ssaran1@lsu.edu

EDUCATION:
Louisiana State University, Baton Rouge, LA degree candidate May 2019
Major: Nutritional Sciences–Dietetics GPA: 3.84
Minor: Psychology

WORK EXPERIENCE:
Laboratory Assistant. Pennington Biomedical Research Center. Baton Rouge, LA;
(Sept 2015–present; 20 hours/week)
• Recorded and analyzed dietary intake on 150 study participants
• Familiar with MS Word, Excel, Publisher, and NDR-S software

RESEARCH EXPERIENCE:
Completed Senior Honors thesis with Professor Elliot: Barriers, Enablers, and
Predisposing Factors for Fruit and Vegetable consumption in low-income women in

VOLUNTEER EXPERIENCE:
WIC Baton Rouge, LA (Sept 2017-present; 10 hours/week)
• Assisted dietitian and other personnel in taking and recording client
  measurements; prepared or updated nutrition education material on anemia,
  weight loss after pregnancy, and breastfeeding

ORGANIZATIONS:
• Academy of Nutrition and Dietetics 2016-present
• Louisiana Dietetic Association 2016-present
• Baton Rouge Dietetic Association 2016-present
• Student Dietetic Association 2016-present
  o Secretary, 2018–pres: Maintained member records for over 100 members;
    wrote and distributed on-line newsletters

HONORS AND AWARDS:
• Chancellor’s Honor Roll 2016, 2017, 2018
• Gamma Sigma Delta Honor Society for Agricultural Sciences 2017
• Alpha Lambda Delta Freshman Honor Society 2016
• Tuition Opportunity Program for Students Honors Award Recipient 2016-present
• The Flo and Charlie Bloggs Memorial Scholarship 2017, 2018
• ServSafe Food Safety Certification 2018

Do not list the references on your resume, they can be provided upon request.
An Alternate approach would be to do a more skills based resume
What Else Do you Need to Know?:

The following is cut and pasted from the CDR site:

Registration Eligibility Requirements for Dietetic Technicians: New Pathway III: At its April 2009 meeting the Commission on Dietetic Registration established a new registration eligibility pathway for dietetic technicians. Effective June 1, 2009, individuals who have completed both a baccalaureate degree and a Didactic Program in Dietetics (DPD) will be able to take the registration examination for dietetic technicians without meeting additional academic or supervised practice requirements. This decision is consistent with CDR’s public protection mission in that it provides a credential for the numerous non-credentialed DPD graduates currently employed in dietetic technician positions. Once credentialed, these individuals will be required to comply with CDR recertification requirements, the Code of Ethics for the Profession of Dietetics and the Standards of Practice. CDR also believes that this alternative registration eligibility option will increase the availability and visibility of DTRs throughout the country ultimately enhancing the value of the DTR credential.

Effective June 1, 2009, the three pathways to establish eligibility to take the registration examination for dietetic technicians will be:

**Original Pathway I**
Completion of an Associate degree granted by a US regionally accredited college or university with the Accreditation Council for Education in Nutrition and Dietetics (ACEND) Accredited Dietetic Technician Program.

**Original Pathway II**
Completion of a Baccalaureate degree granted by a US regionally accredited college/university, or foreign equivalent, and completion of an Accreditation Council for Education in Nutrition and Dietetics (ACEND) Didactic Program in Dietetics (DPD), and completion of a ACEND accredited Dietetic Technician supervised practice.

**New Pathway III**
Completion of a Baccalaureate degree granted by a US regionally accredited college/university, or foreign equivalent, and completion of the Accreditation Council for Education in Nutrition and Dietetics (ACEND) Didactic Program in Dietetics (DPD) or Coordinated Program in Dietetics (CP).

As part of your “graduation packet,” you will receive not only your verification statements, but information on registering for and taking the DTR exam.