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Didactic Program in Nutrition and Dietetics (DPND)

Bachelor of Science Degree Granted

The Didactic Program in Nutrition and Dietetics is currently granted accreditation by the Accreditation Council for Education in Nutrition and Dietetics of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312/899-0040.

DPND Mission, Goals and Program Outcomes

Mission Statement

The program is dedicated to providing quality education that prepares the student for competent practice and current and future roles in the dietetic profession.

The program is committed to facilitating the intellectual, personal and professional growth and lifelong learning of students.

The program is committed to developing critical thinking, problem solving and leadership skills to prepare students for the challenges of an evolving diverse community and work place.

Goals

1. Prepare graduates for successful completion supervised practice experiences or for graduate school admission. (ACEND)
2. Prepare students for lifelong learning necessary for continuing development
3. Serve as a resource for the community providing nutrition services via student/faculty participation (broad program goal)

Target Measures

- 90% of the students who begin DPND will complete it within 2-3 years or 4-6 academic semesters (100-150% of the program time length) (ACEND)
- At least 75% of the graduates will apply to an IPND or alternative pathway offering supervised practice within one year of graduation (ACEND)
- At least 80% of the graduates who applied to an IPND will be accepted within one year of graduation
- IPND directors will rate graduates on “academic preparation”, “skills”, “personal traits” “overall preparation” at least 3 (average) on a scale of 1 to 5 on a survey sent six months post-graduation
- At least 90% of graduates completing the IPND will take the registration exam within a year of completion.
- At 90% of graduates who are first time test taker will pass the registration examination (ACEND)
• Fifty percent of graduates not applying to or receiving IPND will obtain a job in the field of dietetics and/or enter graduate school within a year of graduation
• All students will complete a professional development portfolio that incorporates development of professional skills and fosters critical thinking and creative-problem solving
• All students will attend at least one professional presentation per year in the field of dietetics per year in the field of dietetics or participate in a professional development activity during the last two years of the four year DPND program
• Program will be recognized by the community as a resource for food and nutrition information by community requests for information
• Faculty and students will participate in at least two community activities by year

Program Outcome Data

The program outcome data is reported in the self-study. The submission of a self-study followed by a site team visit occurs every seven years. Program outcome data may be obtained from the DPND director and the chairperson of the department.
Internship Program in Nutrition and Dietetics

The Accreditation Council for Education in Nutrition and Dietetics (ACEND) is the Academy of Nutrition and Dietetics’ accrediting agency for education programs preparing students for careers as registered dietitians or dietetic technicians, registered.

http://www.eatright.org/ACEND/

To apply to an Internship Program in Nutrition and Dietetics (IPND), individuals must complete at least a bachelor’s degree and ACEND-accredited coursework requirements (Didactic Program in Nutrition and Dietetics - DPND). Currently all IPNDs must provide at least 1200 hours of supervised practice. This is usually completed in 8-24 months depending on the availability of a part-time schedule or requirement of graduate credit. Individuals completing the program who are verified by the program director are eligible to write the Commission on Dietetic Education (CDR) registration examination for dietitians. Passing the registration exam is required for becoming a Registered Dietitian (RD).

Appointments to IPNDs are awarded on a competitive basis and most use a national computer matching process. Programs not participating in computer matching accept applications only from individuals employed by the sponsoring organization. Prospective applicants must contact program directors for current information, including application deadline dates (available at ACEND's directory of internships). Programs will provide application forms and detailed information on program requirements, tuition, and financial aid upon request. Accredited Dietetics Education Programs

Which Internship is for you?

- Onsite: University or hospital based
- Distance

- Concentration
  - MNT
  - Foodservice Management
  - Leadership
  - Community

- Some may provide additional experience
  - Sports Nutrition
  - Obesity
  - Public Health
  - Pediatrics

- Evaluate variety and breadth of experiences
- Check the accreditation status of internship on ACEND (http://www.eatright.org/BecomeanRDtoDTR/content.aspx?id=8473)
- Consider newer programs which may be looking for applications
  - Dominican University
  - Priority Nutrition Care

- Internships having both distance and onsite programs

- Distance Internships
  - Intern responsible for setting up clinical experiences /preceptors prior to applying to internship
  - Use local resources to find preceptors
  - Must be very organized to develop
• **Costs**
  - Expenses including tuition and fees
  - Housing and transportation
  - Orientation travel costs

• **Scholarships**
  - Outside employment may be difficult /discouraged
  - Stipends
  - Assistantships
  - Local dietetic association (WNYDA) and Academy of Nutrition and Dietetics
  - Student loans
  - Savings

• **How many?**
  - Each application costs about $100-150 (application fee, DICAS and D&D)
  - Suggest 4 (3-6)
    - Dream
    - Realistic
    - Safety

• Watch application deadlines - Feb for April match and Sept for November match

• **STAY ORGANIZED**

**Other Considerations**

  - to check for internships that get less applicants
  - to check that you can afford the internship and you meet minimum requirements

• Don’t apply if your focus is something very different from the internship
  - Food service management or community nutrition

• Select Masters and Coordinated programs
• Don’t limit yourself geographically
Dietetic Internship Centralized Application System (DICAS)

Almost all dietetic internships will be using the online dietetic internship centralized application process (DICAS). Please refer to the dietetic internship’s website for any additional instructions regarding the application.

If you plan to apply to a program that uses DICAS, you will need to submit the application through DICAS at [https://portal.dicas.org](https://portal.dicas.org). As part of the application process, you will also need to have the colleges you attended send an official transcript to DICAS. Directions are detailed on DICAS website.

**For all programs**, you must also apply for computer matching. To do this, register and submit all the internship programs you plan to apply to [D&D Digital](https://www.dnddigital.com) by the deadline dates. Computer matching occurs in April and November of each year. A second round match occurs a few days after the April and November matches if any unmatched internship positions remain.

**Centralized Application**

If you have questions about the centralized application, please contact DICAS customer support at 617/612-2855 or [dicasinfo@dicas.org](mailto: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](mailto:dnd@sigler.com).
Application to the Dietetic Internship Program

APPLICATION PHASE

The basic steps in this process are:

- Review the IPNDs offered in the region of the country you are interested in on the ACEND website.
- The Program director will provide you with the Applicant Guide that has detailed information pertaining to all the IPNDs.
- 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 of Nutrition and Dietetics website or from Academy staff. You must get all required application information from the DI programs.
- Discuss application materials with your Didactic Program Director, if available.
- If required, apply to take Graduate Record Examination (GRE).
- Obtain the Declaration of Intent to Complete form or a Verification Statement from your Didactic Program Director. One of these standardized forms is provided by the Didactic Program Director and is required as part of the DI application materials.
- Obtain A DPD course list from your DPD which you will use to fill out the DICAS application.
- Request references from advisor/faculty/employers. Provide references with DICAS link and this informational video http://www.youtube.com/watch?v=JK3MbTIM6g.
- 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.
- 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.
- Almost all dietetic internships will be using the online dietetic internship centralized application process (DICAS). Please refer to the dietetic internship’s website for any additional instructions regarding the application.
- If you plan to apply to a program that uses DICAS, you will need to submit the application through DICAS at https://portal.dicas.org (check the deadline dates) (e-mail DICASinfo@DICAS.org). Open an account through the DICAS portal. Complete all parts of the Application.
- Provide telephone number(s) with applications where you can be reached on Appointment Day.
- Computer matching is mandatory for all Dietetic Internship appointments except when the program enrolls only employees of the sponsoring institution.
- For all programs applicants must register on the D&D Digital website, pay the $50.00 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.
• 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.
• If you do not receive a match, you must register with D&D Digital for each Spring and Fall computer matching period.
Top 10 Questions about Computer Matching for Dietetic Internships (DIs)

10. What is computer matching?
   Computer matching is one part of the process necessary to obtain an appointment to most DIs. The Academy of Nutrition and Dietetics has contracted with D&D Digital Systems to facilitate matching through a computerized process. An applicant is "matched" with the highest ranked program that offers the applicant a position. In this way, computer matching helps applicants to obtain a position in the DI of their choice and helps DI programs obtain the applicants of their choice. It eliminates premature decisions by programs about applicants and acceptance at multiple programs by applicants. Computer matching occurs using the applicant's prioritized list and the programs' prioritized lists until all possible matches are complete. There is a fee for computer matching that must be submitted at the time you register for the match online with D&D Digital Systems. The process is explained in detail in the "Instructions to Applicants" booklet provided by D&D Digital Systems.

9. If computer matching is one part of the process, what else do I need to do to apply to DIs?
   To begin the application process, you must request and complete the application materials from the DI programs of your choice. Most DIs participate in computer matching for their admission process. Those that are exempt accept applications only from individuals employed by the sponsoring organization. These are noted on the Academy's website in the DI list. http://www.eatright.org/BecomeanRDorDTR/content.aspx?id=8473. Each DI reviews its own applications and submits a priority listing of acceptable applicants to D&D Digital Systems, along with the number of positions to be filled. Computer matching does not change the applicants' or programs' selection process.

8. Is there a limit to the number of programs that one can apply to and rank for computer matching?
   No. Just remember that an application must be submitted to each program you rank on the preference list that you submit to D&D. If you do not rank a program with D&D Digital, the program cannot consider your application.

7. Is it possible to receive a match to more than one DI?
   No. Only one match is made, the highest priority choice for which a program match occurs.

6. If a program offers both a full and part-time option, can I apply to both?
   Yes. Be sure to check the computer matching codes for each option. Many programs have one code number for the full-time option and one code number for the part-time option. If you wish to be
5. **When does computer matching occur?**
Computer matching occurs in April and November of each year. The DI list includes information about when each DI appoints its students. Programs may participate in either one or both computer matching periods.

4. **Are there deadlines for the computer matching/internship application process?**
Yes, there are two deadlines that you must be aware of when applying to DIIs. First, each program should have a deadline line date in their materials that tells you when all application materials must be submitted to the program. It is very important that you adhere to this deadline; otherwise your application may be invalid if it is not received by the deadline date.

Second, there is a deadline established by the Academy and D&D Digital Systems, Inc. for registering for the computer match with D&D Digital Systems and submitting your prioritized list of DI programs and your computer matching fee payment. The deadline for the February match is generally during the 2nd week of February and for the November match approximately September 25th. However, you should check with your DPD program director, Academy Accreditation staff or D&D Digital Systems for the exact deadline date. If you do not register for the match by the established deadline date to D&D Digital Systems, you will not be in the match and the DI Programs cannot consider your application.

Please be sure to allow sufficient preparation time so that you will have your materials ready to be submitted online on or before the deadline date.

3. **If I don’t receive a match the first time I apply, can I apply again?**
Yes. You may continue to apply as often as you wish and in both April and November. You must register for the match with D&D Digital Systems and submit new DI application materials for every matching period.

2. **How can I increase my chances of receiving a DI appointment?**
Appointments to these programs are very competitive. Program Directors are looking for students with high academic ability (GPA), work experience, strong letters of recommendation, and professional potential. An application package that follows directions explicitly, and is neat is very important. If required, a well-written application letter may be a good reflection of your maturity and communication skills. Be flexible about your Program choices. The ability to relocate from densely populated urban sites also may be helpful.

1. **Where can I get more information about this whole process?**
If you are still in school, your Didactic Program Director and/or faculty advisor should be your resource person for information and guidance with the appointment process. The Accreditation staff at the Academy is also available to answer questions. Call 1-800-877-1600 ext. 5400 or e-mail education@eatright.org. D&D Digital Systems can provide information about the computer matching process. Visit their Web site at [http://www.dnddigital.com/](http://www.dnddigital.com/), call 515-292-0490, or e-mail dnd@sigler.com.
APPOINTMENT PHASE

- Applicants who receive a computer match DI appointment are responsible for accepting or rejecting the match by telephone or fax by 5:00 pm (of the program’s time zone) 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.

**Approximate dates to Remember during the Application Process**

(Check on the ACEND website for exact dates)

<table>
<thead>
<tr>
<th>Deadline for Submitting Computer Matching Information Online</th>
<th>Applicant Notification Day</th>
<th>Applicant Appointment Day</th>
<th>Posting Date of Programs with Open Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Late September</td>
<td>Early November</td>
<td>Early November</td>
<td>Immediately after appointment date</td>
</tr>
<tr>
<td>Mid February</td>
<td>Early April</td>
<td>Early April</td>
<td>Immediately after appointment date</td>
</tr>
</tbody>
</table>

For Spring start date
For Summer, Fall start dates
Unmatched Applicants

Regardless of the shortage of internship sites, failed matches for any Dietetic Internship usually occur as a result of two conditions:

1. The applicant was qualified, but the qualifications of other applicants were ranked higher
2. The applicant was not qualified, because of insufficient preparation or documentation

In some cases, a different internship with more positions, fewer applicants, or different entry requirements might have selected an applicant who was not accepted elsewhere. However, the chances of being accepted may increase if the applicant takes steps to improve her or his qualifications and documentation using the suggestions for Current DPD Students and the following recommendations:

Reapplying

Computer matching occurs in April and November of each year. A second round match occurs a few days after the April and November matches if any unmatched internship positions remain.

- Give permission to D&D Digital to release your matching results so you can participate in second round match. Your name will be included in a list, indicating a match or no match that is sent to all Dietetic Internship and Didactic Program Directors. If no match occurs, your name, address, email address and college or university where your verification statement was or will be granted will be included on another list that the internship programs with openings receive. If a program has a vacancy they can then make contact with any unmatched applicants.
- To participate in second round match, check the D & D Digital Web site to view the list of internship programs that still have openings; then contact the program directors at the internships to see if you can submit an application.
- To participate in another computer-matching process, look through ACEND’s directory of internships to see which internships are participating in the month when you plan to reapply (April or November); then register with D&D Digital.

Improvements

You can also increase your chances at getting an internship by using the suggestions for Current DPD Students in the section above and by following the recommendations listed below:

- Talk with the program director of programs where you submitted an application to get suggestions for making future applications more competitive.
- Consider seeking employment in a food-and-nutrition department at a facility that serves as a practice site for an internship program, so that preceptors and the program director can become familiar with your abilities.
• Repeat classes to achieve higher grades in those dietetics courses or supporting courses that may be contributing to a less competitive GPA.
• Improve your GRE score by taking the examination again.
• Begin a graduate degree before reapplying for the internship placement.

Obtain certifications and credentials that are related to your work, such as the Dietetic Technician Registered (DTR). Changes in eligibility requirements for the Dietetic Technician Registered exam now allow DPD graduates to sit for the DTR exam. To increase your chances of passing the exam, you should consider getting supervised-practice hours toward the DTR through an accredited Dietetic Technician Program that is specifically designed for DPD graduates who would like to become certified as DTRs. If one is not in your area, you may want to consider a distance Dietetic Technician Program. Study guide materials for the DTR exam are available through the Academy of Nutrition and Dietetics website.
(https://www.eatright.org/shop/product.aspx?id=6442465242). The DPND director also has some study guide materials available.

Individualized Supervised Practice Pathways

In September 2011, the Academy of Nutrition and Dietetics announced the development of Individualized Supervised Practice Pathways or ISPPs (“ispeys”) which are intended to add supervised practice capacity through ACEND-accredited dietetics programs, while providing student protections missing from the unaccredited models of the past. Programs that host ISPPs must be accredited in good standing by ACEND and must assure compliance with ACEND accreditation standards including those addressing supervised practice.

1) ACEND policies for Individualized Supervised Practice Pathways (ISPPs) allow: graduates who did not match to a dietetic internship (some programs require that you were not matched with their internship), but who possess a DPD verification statement.
2) individuals holding a doctoral degree
3) overseas dietitians to apply for an ISPP

Eligibility requirements and options may vary by program. You can see which Dietetic Internships, Coordinated, or Didactic programs currently offer ISPPs. http://www.eatright.org/ACEND/content.aspx?id=10760 Students interested in applying to an ISPP should research the eligibility requirements of the program where they intend to submit an application, including whether you are required to locate your own preceptors, and then contact the program director. Individuals with work experience should also inquire whether the program grants credit for specific competency requirements through an assessment of prior learning.
**Nutrition and Dietetics Associate**

The Nutrition and Dietetics Associate (NDA) certification was developed to position graduates competitively in the food and nutrition industry. This certification recognizes DPD graduates through a knowledge-based certification and helps them develop the skill sets needed to attain DTR and/or RDN practice-based credentials.

In June 2014, this new Academy credential will be made available through an online application and verification process to all individuals who successfully completed a DPD Program within the last five years and who have received a verification statement from their program directors.

The NDA certification was established to:

- Recognize the Academy's obligation to baccalaureate DPD Program graduates
- Address regulatory issues
- Address the profession's workforce capacity issues
- Increase access to credible food and nutrition information and services and
- Position graduates in gaining a competitive employment advantage.

What are the benefits of becoming an NDA?

- Networking opportunities at all levels of the profession.
- Employment opportunities within prevention and wellness areas not requiring a RDN or DTR, such as community and school nutrition settings, WIC, supermarkets, wellness centers or similar
- Learn how you can help support RDNs and DTRs.
- Gain skills necessary to advance within the profession (RDN, DTR)
- Graduated dues as an Academy member.
- Recognition for the distinct roles and education of baccalaureate DPD Program graduates.
  - NDAs can still sit for the DTR exam in addition to earning the NDA.
  - NDAs can provide support to RDNs in expanding and elevating their practice.
  - NDAs help identify the difference between basically prepared and professional-level RDN practitioners, which increases demand for practitioners at both ends of the education spectrum and reinforces the need to define, recognize and support multiple levels of practice in a variety of practice areas.

Visit: [http://www.eatright.org/HealthProfessionals/content.aspx?id=6442480928](http://www.eatright.org/HealthProfessionals/content.aspx?id=6442480928) to learn more about the NDA certification.

**Important note:** The NDA is optional and is not meant to replace the DTR or the RDN, which are both practice-based credentials.

To be contacted after graduation, email NDA@eatright.org with your name and email address.
A Strong Application to an Internship Program in Nutrition and Dietetics

In the April 2009 match, twice as many students applied for internship positions as there were positions available. So, it's critical that you do everything possible to make your qualifications and application stand out from the others:

- Maintain good grades in courses
- Maintain a major and overall GPPA of $\geq 3.0$ as most IPND site it as a minimum requirement
- Read the information provided on study skills and test-taking skills provided in the Department Student Handbook
- Seek help early
- Use campus student support services

The following are the suggestions available in the ACEND website:

**GPA**

Make sure that your GPA is above the minimum required by the internship, the higher the better. Although GPA is not the only factor considered by directors, it is one of the most highly weighted. A GPA of 3.0 (B) is often listed as the minimum considered by most DI programs; however, remember that this is only a minimum. So, if given a choice between a 3.0 or a 3.8 GPA, chances are that the applicant with 3.8 GPA will be selected.

- If your GPA is not competitive (i.e., low or close to the minimum required), consider retaking courses to bring it up to the highest possible level.
- If your GPA is below what is required by the internship, it is very unlikely that you will be given a placement.

**GRE**

Check to see if the program that you are applying to requires a Graduate Record Exam (GRE) score. If so, you must take the GRE. The same advice applies to GRE scores as does to GPAs.

Make sure that your GRE score is above the minimum required by the internship. A score that is just at the minimum will get your application reviewed, but your chances of being accepted are much better if your score is well above the minimum.

- If your GRE score is not competitive (i.e., low or close to the minimum required), consider retaking the GRE to bring it up to the highest possible level.
- If you haven’t taken the GRE exam or your score is less than what is required by the internship, it is very unlikely that your application will be reviewed.

**References**

Make sure that your letters of recommendation and references are from individuals who really know the quality of your work and your character, and are willing to put positive recommendations in writing and say them to others. Vague or mediocre letters of recommendation are clues to internship programs that either your work or character is not good or that the person who wrote the letter of recommendation does not know you well.

- Always do your best work, and always cultivate good relationships with your advisors, teachers, employers, peers, patients, clients & students.
• Ask for letters of recommendation from people who know that you do high-quality work, have a strong study and work ethic, and behave in a professional and ethical manner.
• Make sure that that people who are writing letters of recommendation or serving as references are doing so, because they truly believe in you, not because they feel obligated to do so.
• Make sure that the people you ask to write a letter of recommendation or serve as a reference are considered by others to be honest and professional.
• Never ask for a letter of recommendation or a reference from someone for whom you have done poor or mediocre work or with whom you have been in trouble.

Communication Pay attention to how you communicate, whether verbally or written, because this conveys much about your sense of organization and attention to detail.
• First and foremost, give yourself enough time to write good cover letters. Unlike GPA, your letters are among the few things that you can change during senior year! Personalize your messages. Avoid using a generic cover letter or one that is the same for every application that you submit. Carefully read the directions on what each internship program wants included in the letter. Study the internship where you plan to apply, and make sure that your cover letter and application documents highlight your strengths and experience that directly relate to the internship.
• Ask others who know dietetics to proofread your writing and seriously consider their comments. When possible, let documents sit as long as possible before making changes to enable you to revise them with a fresh perspective.
• Make sure that any documents submitted for your application (letters, CV, publications, writing samples, and other documents) are flawless. Use standard conventions for spelling, grammar and punctuation. Make sure that all printed documents are neatly prepared on clean, high-quality paper.
• Communicate thoughtfully, honestly and politely whether in writing or verbally.
• Speak well of your DPD program and your experiences. Disparaging remarks or gossip about advisors, teachers, employers, peers, patients, clients and students is unprofessional.
• Always keep your writing professional, cordial, and factual. Under no circumstances should you ever write or communicate in a tone that could be construed as derisive or complaining.

Stand Out There are many things that you can do as a student to make your application stand out from the others that will not only improve your chances of getting admitted into an internship, but also propel you in your career as a Registered Dietitian.
• Volunteer and provide community service, especially in areas related to health and nutrition. If possible, volunteer at a facility that serves as a practice site for an internship program, so that preceptors and the program director can become familiar with your abilities.
- Get practical, paid work experiences, especially in areas related to your desired area(s) of practice. If possible, seek employment at a facility that serves as a practice site for an internship program, so that preceptors and the program director can become familiar with your abilities.
- Become actively involved in professional organizations, such as college dietetics clubs; district-, state- and national-dietetics associations; especially at the leadership level.
- Publish and present any relevant research, projects or work that you have done in journals and at conferences or in poster sessions.

**Up the Odds**

Along with implementing the recommendations above, you can also increase your chances at getting an internship by making sure that you do the following.

- Apply to internship locations that receive a lower ratio of applicants to the number of available positions. This information may be available by contacting the internship directly, or by reviewing the Applicant Guide to Supervised Practice (available for purchase online).
- Apply to several internship programs and do not limit yourself to only one geographic region when searching for programs.
- Read the program’s Website information or contact the program director well in advance of preparing your application to determine what qualifications and documentation you need to make your application the most competitive.
- Research the requirements for each internship and make sure that you are qualified before you apply. Do not apply to an internship if your GPA or GRE score is lower than the internship requirements; if you don't have all the required experiences and documentation; or if you cannot afford the tuition, relocation or local living expenses.

**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.
Availability of Dietetic Internship Positions

A review of the data on the demand for dietetic internships in relation to the number of available positions indicates that the supply is not keeping up with demand. The data are being provided, by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), so that students who are currently enrolled in Didactic Programs in Dietetics (DPD) or those who are considering becoming a Registered Dietitian (RD) are aware of this situation in order to make informed career decisions. To summarize the chart showing the Supply and Demand for Dietetic Internships since 1993, demand for internships rose to a peak in 1997, followed by a downturn that bottomed out in 2001. Since then, the demand has been rising and now exceeds the 1997 high with no significant increase in the number of positions since 2003. Data on the April 2009 First-Round Match suggest no change in the trend in 2009. As a result, competition for internships is fierce.

Supply and Demand for Dietetic Internships since 1993

![Chart showing supply and demand for dietetic internships since 1993]

Data on the April 2009 First-Round Match

<table>
<thead>
<tr>
<th>Applicants</th>
<th>Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matched to Internships</td>
<td>2056 (50%)</td>
</tr>
<tr>
<td>Not Matched to Internships</td>
<td>2064 (50%)</td>
</tr>
<tr>
<td>Total 4120 (100%)</td>
<td>Total 2195 (100%)</td>
</tr>
</tbody>
</table>

DPD students pre-selected for internship positions without computer matching: 128

Although ACEND has no authority to mandate an increase in the number of Dietetic Internship programs, it is firmly committed to working with the education community and the dietetics profession to make more positions available as soon as possible and to develop a long-term solution that enables all qualified students to complete their education and sit for the RD exam. In the meantime, current and prospective dietetics students should review the suggestions to improve their chances at getting a dietetics internship position.
Didactic Program Director Responsibilities

The DPND director can provide you with assistance during your application to an IPND.

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 Academy/ACEND website directories 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).
- 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 $50.00 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 ACEND-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.