DICAS Application Instructions

- The University of New Mexico Dietetic Internship is using the on-line centralized internship application, DICAS, which may be accessed at [https://portal.dicas.org](https://portal.dicas.org), e-mail DICASinfo@DICAS.org. The on-line application must be completed for our program by 11:59 p.m. Central Time on **February 2, 2015**. The fee to use DICAS is $40 for the first application submitted and $20 for each additional application (check site for current application fees).

- When completing the application form, applicants must include the name and contact information (specifically an e-mail address) for each reference. This will trigger an e-mail message requesting completion of a reference form. The form will be completed on-line. Students are required to have 3 references 1 from a supervisor and 2 from faculty. Students submitting more than one application will need to use the same individuals as references for each application.

- Applicants who apply to internships using DICAS will be asked to complete a personal statement. Questions to be addressed in the personal statement include:
  - Why do you want to enter the dietetics profession?
  - Discuss experiences that have helped to prepare you for your career.
  - What are your short-term and long-term goals?
  - What are your strengths and weaknesses or areas needing improvement?
  - 1000 Word limit

- Official transcripts from all colleges and universities attended should be sent to
  DICAS- Transcript Dept
  PO Box 9118
  Watertown, Ma 02472

- Applicants must also register online for computer matching at [www.dnndigital.com](http://www.dnndigital.com) and select dietetic internship priority choices by 11:59 pm (CT) **February 15, 2015**. There is a $50.00 computer matching fee.

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**Additional Requirements for University of New Mexico Dietetic Internship**

- GRE scores are required for all applicants. Official GRE scores must be reported directly to the University of New Mexico by **February 2, 2015**. Request that your scores be sent to the University of New Mexico when you register for the examination. Unofficial scores on the Application Form are not sufficient.

- Non-refundable UNM application fee: $75.00 (payable to “Nutrition/Dietetics Program/UNM). The fee must be submitted in an envelope postmarked no later than **February 2, 2015**, and sent to:
  Jean Cerami, MS, RD, LD
  Director, UNM Dietetic Internship
  Simpson Hall
  MSC05 3040, 1 University of New Mexico
  Albuquerque, NM 87131-0001

- Applicants who are admitted to the DI must subsequently apply directly to the UNM Office of Admissions for the Graduate School. This is a separate process from admission to the DI, and a $50.00 application fee is required by the Office of Admissions. Instructions for this process will be sent directly to students AFTER they are admitted to the DI.

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**For further information, please contact:**

Jean Cerami, MS, RD, LD
Director, UNM Dietetic Internship
Email: jcerami@unm.edu  Phone: 505-277-0937
Website: [http://coe.unm.edu/departments/ifce/nutrition-and-dietetics/dietetic-internship.html](http://coe.unm.edu/departments/ifce/nutrition-and-dietetics/dietetic-internship.html)