University of New Mexico 2020-2021 Dietetic Internship Application Instructions

DICAS Application Instructions

- The University of New Mexico Dietetic Internship (DI) is using the on-line centralized internship application, DICAS, which may be accessed at https://portal.dicas.org, or email DICASinfo@DICAS.org. The on-line application must be completed for our program by 11:59 p.m. Mountain Standard Time on **February 1, 2020**. The fee to use DICAS is $45 for the first application submitted and $20 for each additional application (always check DICAS website 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/items 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 a dietetics career.
  - What are your short-term and long-term goals?
  - What are your strengths and weaknesses or areas needing improvement?

- Official transcripts from all colleges and universities attended should be sent to
  DICAS- Transcript Dept (check website for updated/current DICAS address)
  PO Box 9118
  Watertown, Ma 02472

- Applicants **must also register** online for computer matching at www.dnddigital.com and select dietetic internship priority choices by 11:59 pm (Central Time) **February 15, 2020**. The fee for computer matching is $55.00. **Note this deadline date is different from the UNM DI application deadline date above.**

---

**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 1, 2020**. Request that your scores be sent to the University of New Mexico, code: 4845, when you register for the examination. Unofficial scores entered on the Application Form are not sufficient.

- Non-refundable UNM application fee: $100.00 (payable to “Nutrition/Dietetics Program/UNM). The fee must be submitted in an envelope postmarked no later than **February 1, 2020**, 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 may also apply directly to the UNM Office of Admissions for the Graduate School. This is a separate process from admission to the DI, a $50.00 application fee is required by the Office of Admissions. Instructions for this process are on the Nutrition MS program website at: https://coe.unm.edu/uploads/docs/ifce/nutrition/ms_application_instructions_june_2018.pdf

---

For further information, please contact:

Jean Cerami, MS, RD, LD
Director, UNM Dietetic Internship
Email: jcerami@unm.edu    Phone: 505-277-0937
Website: coe.unm.edu/dieteticinternship

Revised 7/19/19