

Dietetic Internship  
Application Procedures  
*February, 2010*

The application process has three parts (all of which must be completed for your application to be considered):

- application to the university for post baccalaureate standing
- application to the dietetic internship
- application to D & D Digital for computer match

**Part I: Application to California State University, Fresno for post baccalaureate standing**

Applications are available from the internet at: <http://www.csumentor.edu>

- a. Select "Apply Online"
- b. Select "Graduate Admission Applications"
- c. Select the academic year for which you are applying from the middle of the screen
- d. You will have to create a free account in order complete the application if you've never done it before
- e. Choose "CSU, Fresno Graduate"
- f. Click on "Start New Application"
- g. Continue following the instructions for the application
- h. When finished, be sure to save and submit
  - i. Be sure to print the confirmation page and submit the paper copy with the Fresno State Dietetic Internship application [see below].
  - j. Please note there is an application fee of \$55.00 due at the time of submitting the online application.

When completing the application you will need the following specific information for the Enrollment Information section:

**Enrollment Plans**

**Major/Program objective:** answer "Certificate of Advanced Studies in Dietetics"

**Indicate an option:** leave this blank

**Degree/Credential Objective**

**Degree objective:** answer "none"

**Education credential objective:** answer "not interested in a credential program"

Financial aid is available for students enrolled in the Master of Science in Food and Nutritional Science offered by California State University, Fresno. Financial aid is not available for students only enrolled in the Certificate of Advanced Study-Dietetics (dietetic internship). Note: If you are planning for financial aid, you must also complete a financial aid application.

Submit the following materials postmarked no later than February 16, 2010 to:

Dietetic Internship  
California State University, Fresno  
Department of Food Science and Nutrition  
5300 North Campus Drive, M/S FF 17  
Fresno, CA 93740-8019

1. The confirmation page from your application to the university
2. One (1) set of official transcripts from all colleges/universities attended.
3. Copy of GRE scores

## **Part 2: Application to the Fresno State Dietetic Internship**

Submit the following materials postmarked no later than February 16, 2010 to

Dietetic Internship  
California State University, Fresno  
Department of Food Science and Nutrition  
5300 N. Campus Drive, M/S FF17  
Fresno, CA 93740-8019

(Note: the university application [contents as noted above] and the internship application [contents noted below] should be submitted in the same envelope with each set of application materials fastened together).

1. An application to the Fresno State Dietetic Internship (please note there is no separate fee to apply to the Dietetic Internship)

You may download the application form at: <http://www.depdpg.org>

2. Resume: limited to 1-2 pages, professionally presented, summarizing education, work and volunteer experience.
3. Statement of professional interests and goals with an explanation of how the Fresno State dietetic internship will assist you to achieve those goals. Must be typewritten, double-spaced, and no longer than one page. (Note: this is not a letter.)
4. One (1) set of official transcripts from all colleges/universities attended. (Note: you need a total of two sets of official transcripts; one for the university application and one for the internship application).
5. Verification Statement or Declaration of Intent from Didactic Program in Dietetics.
6. Scores from the Graduate Record Examination (GRE) Aptitude Test. This should be a copy of the report sent to you. (Note: the official scores must be sent by the testing service to the university for the graduate application).
7. Scores from TOEFL and TWE if preparatory language was other than English.
8. Three letters of reference from employers or faculty at the last college attended.

You may download the reference form at: <http://www.depdpg.org>

The letters should be submitted on the standard form provided by the American Dietetic Association and should be submitted in sealed envelopes along with all other application materials (do not have letters sent separately).

## **Part 3: Application to D & D Digital (for computer match)**

Submit the following materials postmarked no later than February 16, 2010 to:

D & D Digital Systems  
Suite 301  
304 Main Street  
Ames, IA 50010

Application and instructions are available from the director of your didactic program in dietetics or by contacting D & D Digital (<http://www.dnddigital.com>) at: (515) 292-0490 or email, [dnd@netins.net](mailto:dnd@netins.net).