

Application Checklist – MCDPH DI Full-Time Track

Direct application questions to:

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Maricopa County Department of Public Health
Office of Nutrition and Active Living
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Use this checklist to ensure all components of the application are completed.

_____ I have submitted the online internship application through DICAS at <https://portal.dicas.org> by the February deadline, including the following:

_____ Official college transcripts from all colleges and universities attended have been mailed to DICAS by the deadline on <https://portal.dicas.org>

_____ Three letters of recommendation with at least one academic and one work/professional. *Please do not include letters from friends or family.*

_____ DPD Course List Form from your DPD Director.

_____ Signed Verification of Completion of Dietetics Programs in Dietetics or a signed Declaration of Intent to Complete.

_____ Personal Statement, which must address all of the following:

1. The reason for entering dietetics
2. Preparatory career experiences
3. Short and long term goals
4. Personal strengths and areas for improvement
5. Attributes important for candidate selection
6. Reason why you are applying to our program
7. Your expectations of our program
8. A project completed through your own initiative and with minimal supervision
9. Note if you speak, read or write a language other than English and your level of fluency

D&D Digital Systems:

_____ I have submitted to D&D Digital Systems the prioritized list of selected Dietetic Internships and the computer matching fee of \$55. <http://www.dnndigital.com>

Maricopa County Application Fee:

_____ Non-refundable application fee of \$55.00 made online through RDN2BE.com .

The checklist does not need to be submitted.