

**UC DAVIS MEDICAL CENTER DIETETIC INTERNSHIP
APPLICATION CHECKLIST**

Completed

DICAS Online Centralized Application	
1. Complete the Standard Program Application .	<input type="checkbox"/>
2. Submit a Personal Statement addressing questions and upload to DICAS by deadline.	<input type="checkbox"/>
3. Answer and upload the two UC Davis Medical Center DI Program Addendum Questions and upload them to DICAS in the "Dietetic Internship Program Designation" section by deadline. Type your name on the upper right-hand corner of each page. Limit each answer to 300 words, single spaced. Find questions at: https://health.ucdavis.edu/dieteticinternship/	<input type="checkbox"/>
4. Send Official Transcripts to DICAS at: DICAS Transcript Dept., PO Box 9118, Watertown, MA 02471	<input type="checkbox"/>
5. Upload a Verification Statement or Declaration of Intent .	<input type="checkbox"/>
6. Upload your CV/resume into DICAS by the deadline.	<input type="checkbox"/>
7. Upload an official DPD course list from your DPD program advisor by the DICAS Deadline. This is an official list (or copy of an official list) of courses required to meet Didactic Program in Dietetics requirements at your college/university.	<input type="checkbox"/>
8. Enter in your completed coursework into DICAS and ensure your completed coursework selected categories align with the categories listed by your DPD Program (i.e., DPD Science vs DPD Professional). Note: If you have transfer coursework or coursework from outside the United States, be sure to enter the relevant classes into DICAS and categorize accordingly (i.e., DPD Science vs DPD Professional).	<input type="checkbox"/>
9. Enter the names and contact information of each of your references for 3 Letters of Recommendation . UC Davis Medical Center Dietetic Internship requires at least one letter from a work or volunteer supervisor and at least one letter from an academic reference (professor, academic advisor). The third letter can be either a supervisor or academic reference.	<input type="checkbox"/>
10. Pay DICAS Fees	<input type="checkbox"/>
Supplemental Application for UC Davis Medical Center Dietetic Internship Program (Must be postmarked by Feb. 1, 2023 to be considered)	
1. Complete the UC Davis Medical Center DI Program Supplemental Application document	<input type="checkbox"/>
2. Enclose \$50.00 Application Fee - payable to "UC Regents"	<input type="checkbox"/>
3. OPTIONAL: Enclose a Self-Addressed Stamped Postcard (SASP) - Please write " Application Received " on back of the postcard . Upon processing your Supplemental Application, the UC DMC DI Program will sign and return any SASP included in your application packet. This is the preferred and most accurate method to ensure your Supplemental Application is received. USPS Return-receipt is not necessary and has the potential to be an inaccurate assurance.	<input type="checkbox"/>
4. Place all Supplemental Application packet items inside an envelope .	<input type="checkbox"/>
5. Mail Supplemental Application packet (postmarked by Feb. 1, 2024) to:	<input type="checkbox"/>
UC Davis Medical Center Dietetic Internship Program Supplemental Application Food and Nutrition Services Dept. 2315 Stockton Blvd., SESP 0P160 Sacramento, CA 95817	

D & D Digital Matching

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| 1. Register online for computer matching: http://www.dnndigital.com | □ |
| 2. Select dietetic internship priority choices by 11:59 p.m. (CST) on Feb. 15, 2024 . | □ |
| 3. Pay \$65 computer matching fee by credit card to D&D Digital by 11:59 p.m. (CST) Feb. 15, 2024 | □ |
| 4. Reorder internship ranking between March 25 to April 1, 2024, by 11:59 p.m. (CST) [No changes may be made after that.] | □ |

KEY DATES

Deadlines for Submitting:	
DICAS Online Application	Portal opens Dec. 1, 2023
UC Davis Medical Center DI Program Supplemental Application	Postmarked by Feb. 1, 2024
Computer Matching Information Online	Feb. 15, 2024
Deadline for online reordering	Apr. 1, 2024
Applicant Notification Day – Beginning 6 p.m. (CST)	Apr. 7, 2024
Applicant Appointment Day - Before 6 p.m. (time zone of the program)	Apr. 8, 2024
Posting Date of Programs with Open Positions	Apr. 9, 2024

April 2024 Computer Matching Calendar (for reference) –
[April Computer Matching Calendar \(eatrightpro.org\)](http://eatrightpro.org)