

**IOWA STATE UNIVERSITY DIETETIC INTERNSHIP  
APPLICATION CHECKLIST**

The completed application packet must be postmarked by the deadline date indicated on the "Important Dates" table. NOTE: the ISU DI participates in BOTH match dates: April match for the June start date, November match for the January start date. Send all application materials to:

**Iowa State University Dietetic Internship  
FS HN  
220 MacKay Hall  
Ames, Iowa 50011-1123**

**APPLICATION PACKET MUST CONTAIN THE FOLLOWING INFORMATION:**

- 1. Completed Summary Sheet.
- 2. Application fee check made payable to the Iowa State University Dietetic Internship (cash will not be accepted). Application fee is non-refundable.  
  
    \_\_\_ Iowa Based Option application fee - \$50  
    \_\_\_ Nationwide Option application fee - \$75
- 3. Completed ADA Dietetic Internship Program application.
- 4. Typed Letter of Intent, at least 11-font, 1.5 line spaced, 2 page maximum (approximately 750 words).
- 5. Official Transcript(s) from each institution of higher learning attended.
- 6. Declaration of Intent to Complete Degree Form signed by the Program Director of the Didactic Program in Dietetics where applicant is currently enrolled  
    **"or"**  
    Verification of Completion of Program Form if applicant has already graduated
- 7. Three Confidential Letters of Reference on standard form. One reference must be from a current or former employer and another from a dietetics professor. The forms and any attached letters must be sealed in individual envelopes, signed across the envelope seal by the individual providing the reference and returned in the application packet.
- 8. Verification: ADA Dietetic Match Program submitted electronically to D&D Digital on \_\_\_\_\_.

**THREE ADDITIONAL ITEMS FOR THOSE APPLYING TO THE NATIONWIDE OPTION**

- 1. Completed Summary Sheet with Rotation Schedules attached.
- 2. Preceptor Application Forms (minimum of 3). Or memorandum stating willingness to be Preceptor if currently working with our internship.
- 3. Facility Description Form(s) for each facility in which the student will spend 40 hours or more. The Affiliation Agreement Contract will be processed if / after the intern is accepted into the program.

**Mail all materials together in one packet.  
APPLICATION MATERIALS WILL NOT BE RETURNED**