Nationwide or Nationwide International  
Iowa State University Dietetics Internship Application Checklist

**NOTE**: missing any of these steps will preclude you from being considered for the internship.

**INSTRUCTIONS:**

1. **ISU** offers four different locations and you can apply to more than one if you wish. Details about each can be found on the DI website (see link above). This is for Nationwide or Nationwide International applicants only.
   A. Nationwide (non-refundable application fee: $75)
   B. Nationwide International (non-refundable application fee: $75)

2. The DICAS portal houses the centralized application (see link above). Contact DICAS or your DPD Director with any questions regarding DICAS.
   A. Submit required application fee(s) to DICAS.
   B. Complete the online centralized application located at DICAS portal and submit all materials as required.
   C. Provide one copy of Official Transcripts *from all colleges and universities attended*; send to DICAS

3. Complete the ISU Dietetics Internship online application as found on the DI website “How to Apply” page.
   A. Complete final rotation schedule (link on application page)
   B. Submit required non-refundable application fee(s) online to DI ($75 for each location chosen.)
   C. Upload required or optional materials as listed below:
      a. **Required** Preceptor Commitment Letters
      b. (Optional) Completed Affiliation Agreement (only one agreement is needed per facility)
      c. (Optional) Completed Prior Assessed Learning (PAL) material if appropriate. PAL typically applies to the intern with significant, relevant work or life experiences
      d. (Nationwide International Applicants Only)
         - Required International Rotation Essay

4. Register at **D&D Digital Computer Matching** to select dietetics internship priority choices (see link above). Additional information is available on their website along with contact information for questions.
   A. There is a computer matching fee.

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<thead>
<tr>
<th></th>
<th>Iowa-Based Code Number</th>
<th>Nationwide Code Number</th>
<th>Iowa-Based with International</th>
<th>Nationwide with International</th>
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<tbody>
<tr>
<td>November Match (January internship class)</td>
<td>509</td>
<td>563</td>
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<tr>
<td>April Match (June internship class)</td>
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<td>182</td>
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<td>135</td>
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**In the rare case you are unable to upload materials in Step 3, you may email them to: diapply@iastate.edu (must be date stamped by deadline)**