



**THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO
DIETETIC INTERNSHIP PROGRAM**

PROCEDURE FOR APPLICATION FOR ADMISSION

For current UNCG Graduate students

The deadline for application is January 5, 2009

Applicants for admission by preselect process should do the following:

1. The applicant is to assume responsibility for his/her application to the Dietetic Internship (DI)
2. Send letter of application stating your professional goals as related to dietetics, as well as any other pertinent information including any personal information you may wish to share. Please include your reasons for applying to the UNCG program.
3. Send a copy of your resume.
4. Send the completed application forms:
 - a. Supervised Practice Program Application (2005 revised format)
 - b. References from three professional persons who can give information as to ability, potential, professional qualifications, character, appearance, and personality of the applicant. **All qualities rated “Outstanding” on the Recommendation Form must have written explanation on the back of the page for additional information.**
 - c. GRE Scores (**official** Graduate Institution Report of Scores, not Student copy) Note: You will need to retake this exam if your scores are over 5 years old. You should allow a minimum of one month for scores to arrive by the deadline.
5. Send official transcript(s) of credits earned from All universities and colleges attended. Include graduate transcripts as well as undergraduate transcripts (to date), if applicable.
6. Send verification of completion of Didactic Program in Dietetics or Declaration of Intent to Complete Degree from Didactic Program Director at your university. This standardized form is to be completed and signed (blue ink) by the College/University Didactic Program Director, and must be no more than 5 years old.
7. Application materials will **not** be returned.
8. Current UNCG Department of Nutrition graduate students may participate in the preselection process. Up to 10 qualified UNCG graduate students per year who have met the admission requirements can be selected for the program. **Application does not guarantee acceptance.** If preselected, the applicant will be required to complete the Select Option Signature Form. This form must be submitted to Dr. Martha Taylor by January 30, 2009. Dr. Taylor will then notify D&D Digital Systems, Inc. that preselected applicants will not participate in the computer match.

If the applicant is **not** selected through the preselect process, she/he may reapply to this or any other DI through the computer matching process. The deadline for the April 2009 computer match is February 17, 2009.

Note: All students accepted into the DI program will be required to complete a background check prior to placement in any site/facility.

8. We recommend that the completed DI application materials be sent via certified mail with a request return postcard, if using mail system.
9. **Postmark** completed application no later than January 5, 2009 for notification January 25, 2009.
Send to:

Martha L. Taylor, Ph.D., R.D., L.D.N.
Associate Professor and Director, Dietetic Internship
Department of Nutrition
318 Stone Building
The University of North Carolina at Greensboro
Greensboro, NC 27412

REFERENCES

TO THE APPLICANT:

Attached is one of the Reference Forms you are to use with your application to our DI program. Make as many copies as you need (3 references are required). Complete a cover sheet for each and sign it. Detach one set of instructions (below) for each recommendation form and attach it to the form. You are responsible for assuring that all of your recommendations are sent to UNCG by the application deadline.

TO THE REFERENCE WRITER:

Please complete the attached form. Place it in a business envelope. **Seal it and sign** the outside envelope flap. **Return to the applicant** for inclusion in his/her application packet **OR return to:**

The University of North Carolina at Greensboro
School of Human Environmental Sciences
Department of Nutrition
318 Stone Building
Greensboro, NC 27412

*Applicant's Due Date: January 5, 2009

Failure to return recommendation form before the Due Date may result in the applicant's **disqualification** for consideration.

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