



Application Guidelines for the Sea Mar Community Health Centers Dietetic Internship

Sea Mar considers students for admission only after completion of a Nutrition and Dietetics Didactic Program (DPD) accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics OR or Foreign Dietitian Education program (FDE). Applicants must have earned at least a Bachelor's Degree and must have an original Verification Statement from their program by the start of our internship. Candidates should have a strong background in science and high academic performance. Experience, whether volunteer or paid, in clinical nutrition (hospital or long-term patient care), food service and community nutrition is highly desirable. Evaluation of final candidates via in person or telephone interview in mid-March is final step. We do not contact each applicant if not selected for an interview ~ sorry!

*Commission on Dietetic Registration eligibility requirements effective January 1, 2024 will require applicants to have a Master's Degree to be eligible to take the credentialing exam to become Registered Dietitian.

The application team evaluates qualified applicants on the following criteria: (not necessarily in any prioritized ranking)

1. Overall GPA - Applicants must have an overall GPA greater than 2.75. The program does not track average GPA of accepted interns.
2. DPD GPA >3.0 desired
3. Work/Volunteer experience in clinical nutrition (hospital/long term patient care), foodservice or community nutrition (1+ years experience receives maximum points), experience working with multicultural populations and expressed desire to work in a community or public health career
4. Recommendation Scoring Forms

When completing the application form, applicants must include a name and e-mail address for each reference. This will trigger an e-mail message requesting completion of a reference form. Complete the form online. Students submitting more than one application will need to use the same individuals as references for each application. Sea Mar does NOT require letters of recommendation, only the DICAS scoring form, so if Sea Mar is the only internship you are applying for, a letter is optional.

5. Personal statement

Applicants who apply to internships using DICAS must complete a personal statement no longer than 1000 words; please be as succinct as possible.

Questions to address in the personal statement include these:

- Why do you want to enter the dietetics profession?
- What experiences have helped to prepare you for your career?
- What are your short-term and long-term goals?
- What are your strengths and weaknesses or areas needing improvement?
- What are your reasons for applying to the Sea Mar internship specifically? Would you stay in Seattle after the internship? Would you consider working for Sea Mar?
- Experiences working with diverse populations.
- Language skills – indicate any languages you speak, how you obtained those language skills, and the level at which you speak (i.e. high school and/or college courses and time frame for all, time spent in non-English speaking countries, fully **bilingual, bicultural**, etc.)

Bilingual/Bicultural applicants receive full points on application screening form in those categories.

Note: Because Sea Mar supports education and employment of dietitians in clinics which serve a multicultural population, students who have taken Spanish-language classes, or who possess other second/multi language skills that would be beneficial in serving our client populations are given extra points during the application process. However, it is not required that interns speak Spanish. We urge all students who have a strong passion and desire to work in community health to apply, regardless of language skills. Final candidate selection depends on the qualifications of the entire applicant pool.

6. Interview (if applicable)

Selected applicants will participate in a short telephone or personal interview with the selection panel by mid-March. An in-person is not required or advantageous in any way.

7. Dietetic Internship preferences

All applicants must participate in computer matching. Applicants should request instructions to prioritize their DI preferences. Applicants should request this information from D&D Digital Systems early enough to allow turnaround time for submitting by the postmark deadline. There is no charge for this material. However, there is a \$55.00 charge (or fee listed on website) for computer matching due with the applicant's prioritized ranking. Requests should be addressed to: D&D Digital Systems Suite 301

304 Main Street Ames, IA 50010 <https://www.dnndigital.com>

Submission of Application for the Sea Mar Community Health Centers Dietetic Internship

1. To apply to the Sea Mar Dietetic Internship, submit a centralized online internship application at the Dietetic Internship Centralized Application Services (DICAS) website <https://portal.dicas.org> by 11:59 pm of their deadline date (typically in February but refer to the DICAS calendar for **spring match** for recommended dates and times. Info is available early December for the spring match). Fees associated with this centralized application process are \$45 for the first application and \$20 for each additional application. The Sea Mar Dietetic Internship participates in the spring computer matching application process only. Official transcripts from all colleges and universities attended should be sent to: DICAS- Transcript Dept PO Box 9118 Watertown, MA 02472

2. Applicants must also register online for computer matching through <https://www.dnndigital.com> and select dietetic internship priority choices by February deadline date at 11:59 p.m. Central Time (typically in March or April but refer to the computer matching calendar for deadline dates and times). There is a \$55 registration fee. All applicants must follow the instructions for Notification and Appointment days on DND Digital website. Sea Mar selects all **eight** interns during First Match.

*3. Please mail a **separate APPLICATION review fee of \$50 to Sea Mar** postmarked before or by February 15th to be considered for the internship (no need to overnight payment and we will contact you if payment not received). Please mail a check or money order (do NOT send cash). You may also pay via credit card and to do so, please contact Rana Nelson ~ rananelson@seamarchc.org. Send payment via check or money order to the address below with same APPLICANT NAME on DICAS application in the check/money order memo line (especially if made out by someone other than applicant or if name on check is inconsistent with DICAS application name, maiden/married name, etc.) payable to:

Sea Mar Community Health Centers

ATTN: DIETETIC INTERNSHIP APPLICATION

Deliver to: Rana Nelson, MS, RD, Dietetic Internship Director

8915 14th Avenue S

Seattle, WA 98108

Good luck on the internship application process!