

By the End of the Fall Semester

- ☐ Request three letters of recommendation using the Letter of Recommendation Request Form
- ☐ Complete either the Request for Declaration of Intent or Verification Statement form (forms in appendix) and submit to Karen Beathard
- ☐ Request Declaration of Intent or Verification Statement on DICAS

Early Spring

- ☐ Apply for financial aid and scholarships (including The Academy Foundation scholarship)
- ☐ Order all original transcripts in early January (Be sure most recent grades are included)
- ☐ Finalize resume including all employment and volunteer experience
- ☐ Complete computer matching procedures at the D&D Digital website – <http://dnddigital.com>
- ☐ Make final adjustments to your original DI application on DICAS and submit your application by the identified deadline (Timeline is available at <http://www.eatrightacend.org/ACEND/content.aspx?id=6442485425>)
Note: a lot of DI Directors will be expecting applications prior to the deadline
- ☐ Prepare for interview (if necessary based on program)

Mid-Spring (usually Early March)

- ☐ DI priority rankings can be modified before 11:59 pm Central Time on the D&D Digital website <http://www.dnndigital.com> website; however, no additional internships can be added to the list.
- ☐ If you make other arrangements and will not be able to accept a match that may occur, you must notify D&D Digital in writing of your decision to withdraw from DI matching by the date specified on the <http://www.dnndigital.com> website. The \$50 matching fee is not refundable. If you do not withdraw from the match by the identified time, you **WILL** be expected to attend the DI program you match.

DI INTERVIEW PREPARATION

Some programs require an interview in-person or via the telephone, email and/or other distance methods. This is done after the DI application is submitted. Interview formats vary; some emphasize personal character and others are skills-based and emphasize applied questions like case studies, etc. It is important to identify the type of interview that will be conducted. Interview requirements are found in the “Applicant Guide to Supervised Practice Experience” publication or on the program’s website. Applicants that apply to a program requiring an in-person interview will be required to travel to the interview. This will be an added expense to the application process. Interviews are usually held in October/November for the fall match and March/April for the spring match. Programs who conduct interviews often interview a select number of applicants.

Programs usually call or email to arrange an appointment for the interview. Applicants should make sure to have a voicemail with a professional message for two to six weeks after the DI application deadline unless someone is available to accept the call. Additionally, routinely check the email address supplied on your DICAS application for communication from a DI Director.

Preparing for the Interview

- Learn as much information about the DI as possible: DI facts, processes, program requirements, etc.

- Use available resources to prepare for the interview – Texas A&M Career Center - <http://careercenter.tamu.edu>; The Riley Guide to Interviewing – <http://www.rileyguide.com/interview.html>; Monster Interview Center – <https://www.monster.com/career-advice/article/100-potential-interview-questions>
- Be prepared with specific examples that demonstrate your strengths, areas for improvement, learning experiences, and why you want to enter the dietetic profession, etc.;
- Familiarize yourself with ethics of the profession and nutrition hot topics;
- Prepare and always ask relevant questions during the interview process; and
- Display professionalism, manners, interpersonal skills, and interest in the DI program.

Sample Interview Questions

- Why do you want to enter the dietetics profession?
- Why do you want to attend this DI program?
- Tell us something about yourself you want the selection committee to know that isn't in your application.
- What is the most important skill for a dietitian to have?
- List two of your strengths and one of your weaknesses.
- Tell me about a time when you had an objective to complete and you failed. How did you respond?
- Do you think you are a good leader? Tell me about what would make you a qualified leader.
- What would you do if you were asked to do something unethical?

Interview Day

If the interview is in person, interviewees should dress professionally, be on time and bring their personal portfolio. The personal portfolio should include an updated resume, personal samples of work, honor certificates, etc.

Applicants preparing for a telephone interview should consider “dressing the part” by dressing professionally to enhance confidence. One should select a quiet, comfortable location without distractions to accept the interview call. Complete attention should be focused on the interview; this is an impression of the applicant's technical knowledge, oral communication and interpersonal skills and professionalism and will influence the DI match.

NOTIFICATION AND APPOINTMENT OF DI MATCH

Notification Day

All applicants will receive a personal login and password from D&D Digital prior to notification day. Applicant matching results will be posted on www.dnddigital.com at 6:00 PM central time on the identified date. All applicants who receive one match will find the matched DI program name and contact information so they can contact the program to accept the matched appointment. The DI Director will provide additional instructions after accepting the match. The DI Director and Karen Beathard, Texas A&M DPD Director, expects all matched applicants to accept the appointment and no arrangements should be made with any other DI programs. If matching results are not available to you via the web site by the identified date, it is the applicant's responsibility to contact D&D Digital directly at 515-292-0490.

Please notify Karen Beathard at kbeathard@tamu.edu or 979-845-4426 of your matching results on Notification Day. This information is required for Texas A&M University records. Mrs. Beathard can also assist with second round applications, if necessary.

Additionally, applicants should notify the professionals who wrote letters of recommendation of their match status. These professionals supported the DI application with their time by writing a letter and notification of the match outcome is a professional and respectful courtesy.

Appointment Day

Matched applicants must contact the DI Program Director on or before 5:00 p.m. (time zone of the program) on the designated appointment day to confirm acceptance of the match.