

Thank you for your interest in the Aramark Dietetic Internship program. This program offers an early decision option for Aramark employees OR any potential intern who wants the Aramark Dietetic Internship as their #1 choice for early admission.

Follow the seven steps below to apply.

### Step 1

Determine if you meet the requirements for early decision.

- You are an Aramark employee or an employee managed by Aramark.
- OR**
- You want the Aramark Dietetic Internship as your #1 choice for early admission.

### Step 2

Determine if you meet all admission criteria set by the Aramark Dietetic Internship.

- You will have gained at least 6 hours of graduate credit completed prior to the first day of the dietetic internship.
- A Verification Statement from an ACEND-accredited Didactic Program in Dietetics (DPD) received within the past 5 years. If a Verification Statement is greater than 5 years old, students must confirm completion within the past 5 years of:
  - a capstone Medical Nutrition Therapy or Diet Therapy course
  - a capstone Food service Management course
  - an advanced-level nutrition course (the exact course to be chosen/approved by the dietetic internship director and/or NFS faculty members) or)
  - Graduate level nutrition courses within 2 years of applying to internship, or)
  - Relevant work and certifications (such as NDTR will be considered).
- DPD GPA of 3.0 and a Science GPA of 2.8. A lower GPA will be considered if a student has at least a 3.5 in junior and senior-level classes or an NDTR credential.

Further criteria to be met once offered placement into the program:

- Graduate school admission letter or graduate transcript showing proof of admission into a graduate program.
- Background investigation upon acceptance into the program.
- Health care accreditation site requirements, including:
  - Physical Examination,
    - Proof of negative tuberculosis test within 3 months of admission,
    - Proof of titers (blood tests) showing immunity to measles, mumps, varicella, rubella, diphtheria, tetanus, and pertussis,
    - Tetanus vaccination within the last 10 years,
    - Evidence of Hepatitis B vaccination or signed waiver to decline,
    - COVID vaccine or a signed waiver to decline,
    - Drug urine screening,

- Health insurance,
- Fingerprinting, if required by rotation site.

### Step 3

Select locations in which you can complete your practice experience.

- Review Aramark Rotation Sites from the internship website.
- Find the locations of your choice for your internship sites.
- Use the site selection question dropdown in DICAS to rank your location choices (enter the city and state as listed on the site selection sheet).

### Step 4

Notify the Aramark Dietetic Internship program director of your intent to participate as an early decision intern by sending an email to [dieteticinternship@aramark.com](mailto:dieteticinternship@aramark.com).

- Email for Aramark employees should include name, the Aramark account name and city/state of current employment, dates of employment at the Aramark account, and an Aramark manager's name with contact information (email and phone number). Also, include DPD program and graduate degree status.
- Email for a potential intern who wants the Aramark Dietetic Internship as #1 choice for early admission should include DPD program and graduate degree status.
- Spring Early Decision Applications: Your email must be received by the Dietetic Internship Director no later than 11:59 p.m. CST on **January 20<sup>th</sup>**.
- Fall Early Decision Applications: Your email must be received by the Dietetic Internship Director no later than 11:59 p.m. CST on **September 20<sup>th</sup>**.

### Step 5

Submit your application to DICAS.

- You will need to apply to the program within the Dietetics Centralized Application Service (DICAS) no later than:
  - Spring Early Decision Applicant: Your application must be submitted in the system no later than 11:59 p.m. CST on **January 21<sup>st</sup>**.
  - Fall Early Decision Applicant: Your application must be submitted in the system no later than 11:59 p.m. CST on **September 21<sup>st</sup>**.
- Applications within DICAS should include all elements of the application including a personal statement, 3 letters of reference, and relevant volunteer and/or work experience.
- Rotation Sites (up to 5) should be listed in DICAS.
- Students must provide a recorded interview answering all the interview questions. Questions are posted on the internship website. Students should place the link to their interview within the personal statement of their application.
- Any issues related to the DICAS portal can be addressed by their Customer Support team via email or phone. You will be charged a fee for the first application submitted.

### Step 6

Pay the application fee to the Aramark Dietetic Internship program.

- Students must submit an application fee to Aramark no later than 11:59 p.m. CST on **January 21<sup>st</sup>** for Spring or **September 21<sup>st</sup>** for Fall Early Decision application.
- Your \$65 application fee can be paid electronically through the website.

### Step 7

If offered, accept the position!

- Once the early decision application deadline has closed, your application to the program will undergo a screening by our directors. Students will be notified via email of selection into the Aramark program by **February 1<sup>st</sup>** for Spring Early Decision and by **October 1<sup>st</sup>** for Fall Early Decision applications.
- A \$2500 program deposit is due upon acceptance into the program.

If you are not offered a position in the internship through the early decision process, you will still be able to participate in the spring or fall regular decision application process.