

Pre-Select Application Process for the Oklahoma State University Dietetic Internship

Pre-Select Application Dates for DI class of 2025

- **November 22, 2024 – OSU Graduate College materials due (IMPORTANT: upload DI materials into Grad College application)**
- **December 22, 2024 – All applicants will be informed of pre-select decision on or before this date.**

The Pre-Select Application process is open **ONLY** to those who have received or will receive a **Verification Statement from the OSU Didactic Program in Dietetics**. All materials must be submitted by November 22, 2024. Admission to the DI program is dependent upon admission into graduate school and all materials for the DI will be uploaded through the grad school applications. Accepted students will be members of the Fall 2025 DI class. The OSU DI may accept up to ten interns per year under the pre-select process.

Application to the OSU DI via the Pre-Select application is now a one-step process:

- 1) Application to the OSU Graduate College/M.S. in Nutritional Sciences – Dietetics Research option or Dietetics Practice Option
- 2) Click here to start your **online Graduate College application**: <https://gradcollege.okstate.edu/application-process/>

For questions regarding the submission of the Pre-Select Application, contact the OSU Dietetic Internship director:

Lauren Amaya, PhD, RD, LD, CDCES
312 Nancy Randolph Davis
405-744-5965
lauren.amaya@okstate.edu

☐ On-line Graduate College application at:

<https://gradcollege.okstate.edu/prospective-students/application-process.html>

Documents Needed for Graduate College and Pre-Select:

- Personal statement (600 words minimum)
 - Why do you want to enter the dietetics profession?
 - Discuss experiences that have helped you prepare for your career.
 - What are your short-term and long-term professional goals?
 - What is a strength and how have you built on it?
 - How have you overcome a weakness or challenge in the past?
 - Describe your research interest or practice interest.
- Resume
- Transcripts
 - Can be unofficial
 - An official transcript will need to be submitted to the Graduate College before the end of your first semester.

Additional Documents Needed for Pre-Select:

- Three letters of recommendations
 - Two from OSU DPD faculty
 - One from an employer or advisor

- Declaration of Intent (request from Mrs. Palmer no later than Nov. 1, 2024)
- Background check receipt
 - Go to <https://www.smart-trak.com/okstate/nutrition/>.
 - Enter your name and email address.
 - Click on “send invite.” You will receive an email with a link to follow.
 - Fill out the online form and pay the fee with a credit card. You may choose to receive a copy of your background check. Your results will automatically be sent to our NSCI administrative associate.
 - Submit a copy of your receipt for your application to Sharlie Jackson in 301 NRD.
- DI application fee receipt
 - Go to https://secure.touchnet.com/C20271_ustores/web/product_detail.jsp?PRODUCTID=3554
 - Add fee to cart and pay online through Oklahoma State Marketplace’s Store: Nutritional Sciences.
 - Submit a copy of your receipt with your application.

For questions regarding admission to the Nutritional Sciences Graduate Program, contact the Graduate Coordinator:

Jill Joyce PhD, RD
jill.joyce@okstate.edu

Some graduate teaching and/or research assistantships in the Nutritional Sciences Department may be available for graduate students. The application for graduate assistantships is included in the graduate college application.

For information on available departmental Graduate Teaching Assistantship (GTA) positions, please contact:

Norman Hord, PhD, RD
Department Head of Nutritional Sciences
norman.hord@okstate.edu

For information on available Graduate Research Assistantships (GRA), please contact individual NSCI faculty members. Information on NSCI faculty and their research interests may be found at:
<https://education.okstate.edu/departments-programs/nutritional-sciences/faculty-staff.html>

Selection Practices:

Oklahoma State University, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 111246 as amended, Title IX of the Education Amendments of 1972 (Higher Education Act), the Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran, in any of its policies, practices or procedures. This provision includes, but is not limited to, admission, employment, financial aid and educational services.

If an applicant feels that they have not been fairly considered for the internship, they may contact the DI Director, the Nutritional Sciences Department Head or the Dean of the College of Human Sciences for further consideration. An additional avenue is to contact the OSU Office of Affirmative Action, 405-744-5371, 408 Whitehurst, Stillwater, Oklahoma, 74078. If an applicant feels that the program does not meet the Accreditation Standards set out by ACEN, D he/she may contact the Accreditation Council for Education in Nutrition and Dietetics (ACEND, formerly CADE) of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL, 60606-6995, 312-899-0040 ext 5400.