

# Application Checklist – MCDPH DI WIC Track

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Direct application questions to:

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**Use this checklist to ensure all components of the application are completed. The checklist is for your own use and does NOT need to be included in the application.**

\_\_\_\_\_ I have submitted the online internship application through DICAS at <https://portal.dicas.org> by the January deadline, including the following:

\_\_\_\_\_ Official college transcripts from all colleges and universities attended have been mailed to DICAS by the deadline on <https://portal.dicas.org>

\_\_\_\_\_ Three letters of recommendation (LOR) with at least one academic and one work/professional. *Please ensure one LOR comes from your local WIC agency Leadership team.*

\_\_\_\_\_ DPD Course List Form from your DPD Director.

\_\_\_\_\_ Signed Verification of Completion of Dietetics Programs in Dietetics or a signed Declaration of Intent to Complete.

\_\_\_\_\_ Personal Statement, which must address all of the following:

1. The reason for entering dietetics
2. Preparatory career experiences
3. Short and long term goals
4. Personal strengths and areas for improvement
5. Attributes important for candidate selection
6. Reason why you are applying to our program
7. Your expectations of our program
8. A project completed through your own initiative and with minimal supervision
9. Note if you speak, read or write a language other than English and your level of fluency

\_\_\_\_\_ Include the following item in the supplemental section of DICAS:

\_\_\_\_\_ [Arizona WIC Program Declaration of Intent](#)

## **Maricopa County Application Fee :**

\_\_\_\_\_ Non-refundable application fee of \$55.00 made online through RDN2BE.com

## **PAL Portfolio:**

\_\_\_\_\_ Completed PAL Portfolio. *Follow these [instructions](#) and use this [template](#) for your portfolio.*