



Department of Family, Nutrition, and Exercise Sciences
Queens College of The City University of New York
65-30 Kissena Boulevard
Flushing, New York 11367-1597
718-997-4475

Dear Prospective Applicant:

Thank you for your interest in the Queens College Dietetic Internship. **INFORMATION ABOUT GRADUATE PROGRAMS IS ON A SEPARATE SHEET AND IN THE ATTACHED BROCHURE.**

Current tuition in the graduate school is \$270.00 per credit for New York State residents and \$500.00 per credit for out of state residents. Students must also pay other fees, which are approximately \$111.60. Students must purchase student professional malpractice insurance through Maginnis (applications will be sent upon admission to the program) and must maintain individual health insurance (may be done through the college's student policy).

APPLICATION PROCEDURE

The completed packet for internship must be postmarked by February 15, 2008 for notification of September, 2008 appointment. Send application materials to: Susan P. Braverman, MS, RD, CDN, FADA, Dietetic Internship Director at the above address.

Application Packet must contain the following:

1. Completed **and signed** internship application, which is the 2004 standard ADA form. or download from www.DEPPDPG.org
2. **A typewritten letter of application** describing your interest in **this** program and your long and short term professional goals.
3. Completed *Declaration of Intent Form* signed by the Program Director of the CADE (ADA) approved Didactic Program in Dietetics (DPD) in which you are currently enrolled. If you have already graduated, an **original** *Verification of Completion Form* is required.
4. **Official** academic transcripts from **each** college or university attended.
5. Two recommendations from professional persons, who are qualified to give information as to your ability and professional qualifications. One must be from a member of the nutrition faculty. The other should be from an employer, where possible, or another faculty member. Recommendations must be written on forms provided by Queens College or the 2004 standard ADA forms. (Downloadable at DEPPDPG.org) They must be in individually sealed envelopes and may be sent separately, but not after the February 15th postmark deadline. Recommender's signatures should be written across the sealed envelope flap
6. Applicants who have obtained their education outside the United States and its territories must have their academic degrees validated by World Education Services and obtain a *Verification of Completion Form* signed by a Program Director of a CADE/ADA approved Didactic Program in Dietetics (DPD).
7. All applicants to Dietetic Internships **must** participate in computer matching through D&D Digital Systems. (See brochure for further details)
8. If you have any questions, please call Prof. Braverman at the above number or send e-mail to her: susan.braverman@qc.cuny.edu
9. **Application fee of \$35.00—check made payable to Department Fund.**
10. Completed signed and dated checklist.

A SEPARATE APPLICATION FOR ADMISSION TO THE GRADUATE PROGRAM MUST BE SUBMITTED AND SENT UNDER SEPARATE COVER TO THE GRADUATE ADMISSIONS OFFICE. ACCEPTANCE INTO THE INTERNSHIP DOES NOT AUTOMATICALLY ASSURE ACCEPTANCE INTO THE GRADUATE PROGRAM.