Directions for Internships Participating in Centralized Application System (DICAS)

Most dietetic internship programs are now using the online centralized internship application (DICAS) for the computer matching system.

[1) Access the DICAS Portal](https://portal.dicas.org/)

* The DICAS portal is available in early December, for the Spring match and in May for the Fall match.  The online application(s) must be completed no later than 11:59 p.m. Central Time on the due date.  The fee to use DICAS is $45 for the first application submitted and $20 for each additional application.
* Include the name and contact information (specifically an email address) for each reference. This will trigger an email message requesting completion of a reference form. The form will be completed online. See ‘Asking for Recommendation Letters’ below.
* When prompted, include the DPD Course List for DICAS
* For help with the DICAS system, email DICASinfo@DICAS.org.

2) Mail Transcripts

* Mail official transcripts from all colleges and universities attended:

DICAS Transcript Department PO Box 9118 Watertown, MA 02472

[3) Register online with D&D Digital](https://www.dnddigital.com/)

* Select dietetic internship priority choices by 11:59 p.m. central time on February 15.  There is a $55.00 computer matching fee.