FAQs

Application Process

1. Is there an application fee? No.

2. What program do I have to be registered in order to be eligible to apply for the internship? You need to be registered in the BSc Nutrition and Food Science – Nutrition Major Degree program.

3. I am an international student, can I apply? Yes. International students may apply for the Integrated Dietetic Internship as long as you are eligible to work in Canada AND you meet all of the Internship’s other eligibility requirements.

4. When are the selections held each year? Selections are held in March of each year.

5. What is the deadline for application? The completed application package must be submitted to Tracy Vetsch, Internship Advisor, in Room 4-002F in the Li Ka Shing Centre for Health Research Innovation by no later than 4pm on the Monday following Reading Week in February.

6. Am I required to apply for the Integrated Dietetic Internship in my third year? No. Any student who has the correct pre-requisite courses is eligible to apply in either their third or fourth year provided they have not convocated. Applying in third year increases the likelihood of securing an internship position. Every year we have a mix of third and fourth year students whose applications are successful.

7. Are graduate students allowed to apply to the Integrated Dietetic Internship? No. Effective, January 2016, only undergraduate students in the BSc Nutrition and Food Science – Nutrition Major degree program, are eligible to apply to the Integrated Dietetic Internship.

8. Is it necessary to have worked with or have volunteer experience with a Registered Dietitian? No. Working or volunteering with an RD is highly recommended but not required. Working with a Registered Dietitian will allow you to gain first hand understanding of the profession of dietetics. It also provides the opportunity for a Registered Dietitian to be able to observe your work and offer suggestions for your personal and professional development.

9. Do I have to have a Registered Dietitian as a referee? No. Beginning in January 2016, we will no longer require a dietitian reference.

10. What is a chronological skill-based resume? A chronological, skilled-based resume highlights the skills that you have developed in your employment and volunteer history and presents them in a sequence from most recent to least recent. We encourage students to seek assistance from the UAlberta Career Centre in developing their resume and cover letter.

11. What does my Letter of Intent (LOI) need to cover or include? The LOI must be a thoughtful reflection which describes the applicant’s knowledge of the dietetic profession; and how their
background (academic, professional and/or personal) has prepared them for internship and ultimately the dietetic profession.

12. Do I have to attach my University of Alberta transcript to my application for the Integrated Dietetic Internship? Yes. We require all applicants to provide TWO official copies of their University of Alberta transcripts, in sealed letterhead envelopes. Applicants can order official transcripts from the Registrar’s Office.

13. Do I have to attach my transcript from another college or university? Yes, the selection committee requires TWO official transcripts from all post-secondary institutions previously attended.

Classes and Grades

14. What is the Grade Point Average (GPA) required to be eligible to apply to the internship? A GPA of 3.0 in the last 30 credits of course work. Your courses are reviewed by counting backwards from the current term to reach 30 credits.

15. How is the GPA calculated? We follow the standard university procedure when calculating the GPA. We take the grade points for each term required and divide by the units passed.

16. What happens if the 30 credit cut-off falls in the middle of a term? For example, if the 30 credit cut-off falls in the middle of the term and we require an additional two courses to make up your 30 credits, we will not take the lowest mark or the highest mark. We will take a weighted average.

17. What is a weighted average? This is calculated by taking the grade points and dividing it by the passed units. We take the total and times it by the amounts of credits we need to make up the 30 credits. For example, if we need two courses, then we multiply it by six (3 credits for each course.)

18. I received a CR [Credit] rather than a letter grade in one of my courses. Will this course be calculated into my GPA? No, a course with zero grade points cannot be calculated into the GPA.

19. Are spring/summer classes calculated in the GPA average? Yes.

Selection Process

20. If my GPA is 3.0 or higher, am I guaranteed an interview? Not necessarily. The decision to grant an interview is based on the GPA as well as the entire application package.

21. Is it true that only half of those who apply will receive an internship? No. We are continually seeking opportunities to increase the number of positions in the internship. A maximum of 50 qualified students are accepted into the internship each year.

22. Will students who are originally from Alberta have a better chance of getting an internship compared to students from outside Alberta? All students in the BSc Nutrition and Food Science degree program who are registered at University of Alberta have an equal opportunity of being accepted into the Integrated Dietetic Internship regardless of the province in which they have
permanent residence.

While in the Internship

24. Is a rural placement mandatory? Yes. The Integrated Dietetic Internship is a provincial program which operates in partnership with Alberta Health Services and private organizations throughout the province. Staff in rural centres offer excellent training opportunities. A rural placement enables the beginning intern to learn at a slower pace, thus enhancing the learning process. Relocation is also a great opportunity to experience different settings and meet future colleagues in various places in the province which may help in finding employment.

25. Can I choose the locations where I will be placed? No. Our priority is to find our interns placements that provide quality learning experience that will allow for the achievement of the competencies necessary for dietetic practice. While we try to honor intern requests to be placed in specific communities or facilities, decisions about placement locations are ultimately made by our Internship Coordinators.

26. Is there a break during the internship? Yes. Interns have the opportunity to take 1-2 weeks vacation leave provided permission is obtained from their Internship Coordinator.

27. Is there additional tuition once admitted to the internship? Each student must register in each practicum course (NUTR 466, 469, 470, 471, 472) and pay the fees associated with each course. Students pay a fee index of one, plus student instructional support fees of $300 for each practicum course. In addition to these costs, the regular non-instructional fees (athletic and recreation, health services, U-Pass, etc.) will be assessed for each term the student is registered in.

28. Am I considered a full-time student during the internship? Yes. Students are considered full-time for the terms in which they are registered in NUTR 470, 471, and 472 as these practicums are 12-15 weeks in length.

29. Where can I go if I have additional questions? Questions about the Internship should be directed to:

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