

Program Guide  
2024-2025  
**Dietetic Internship**  
and Master's Degree in Nutrition  
and Dietetics  
**Part-Time WIC Cohort**



**MISSION STATEMENT**

The faculty and preceptors of the Michigan State University Master of Science Dietetic Internship (MSDI) Program will strive to prepare registered entry-level dietitian nutritionists for state-of-the-art practice in diverse and challenging healthcare, foodservice, community, and entrepreneurial settings.

**Accreditation Status**

The Dietetic Internship at Michigan State University is currently granted accreditation through 2025 by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of The Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995, 312-899-0040 x5400.

**Program Description**

The combined Dietetic Internship and Master's Degree (MSDI) at Michigan State University (MSU) is a 16-month supervised practice program in nutrition and dietetics. The program is coordinated with a 30-credit online Master of Science in Nutrition and Dietetics. ***To receive a Verification statement, interns must successfully complete BOTH the supervised practice portion of the internship AND the 30-credit Master's degree.***

The MSU MSDI meets all the general ACEND required competencies with a chosen emphasis area of Community Education. The program provides supervised practice experiences necessary for qualified graduates to write the Registration Examination for Dietitians administered by the Commission on Dietetic Registration.

Program outcome data are available upon request .

For more information, please refer to the Dietetic Internship Handbook available on our website:  
<https://www.canr.msu.edu/fshn/uploads/files/DI%20Handbook%202023-2024.pdf>

The internship will begin around August 27, 2024.

**For additional information, please contact:**

**Michigan WIC:** Tara Fischer (517) 335-4286, [fischert1@michigan.gov](mailto:fischert1@michigan.gov)

**MSU:** Cheryl Coslow (517) 353-3410, [coslowch@msu.edu](mailto:coslowch@msu.edu)

### **Overview of Part-time WIC component**

The MSU MSDI considers a maximum of 3 part-time positions to qualified Michigan WIC employees. The purpose of this cooperative effort is to provide career advancement opportunities for WIC staff in local communities. Applicants for the MSDI's part-time positions must be employed with Michigan WIC for a minimum of 3 months prior to application and meet current ACEND academic and MSDI Program requirements. The WIC Coordinator at the applicant's local agency must provide a letter of support with their employee's internship application. ***The MSU MSDI program fee and a portion of tuition is paid for by the MDHHS WIC Division;*** as such, once an intern is accepted into the program, the supporting WIC local agency will sign a Memorandum of Understanding with the MDHHS WIC Division, and the intern will sign an Employee/Intern Agreement and Promissory Note with the MDHHS WIC Division.

Over ~66 weeks (or ~16 months), Michigan WIC staff accepted into the program will be Dietetic Interns in the MSDI. While interning, the WIC employee will continue to work up to 20 hours/week for their local WIC agency while simultaneously completing their part-time internship rotations. *Note:* The WIC employee will require a 14-week educational leave from WIC employment to complete their full-time clinical internship rotation.

Upon successful completion of the MSU MSDI program requirements, the intern/employee is required to work for Michigan WIC for 2 years. The intern must take the Registration Examination for Dietitians within 6 months and needs to pass within one year of internship completion.

### **Admission Qualifications**

Admission to the MSU MSDI is determined by the Internship Selection Committee (ISC) and the Department of Food Science and Human Nutrition Graduate Affairs Committee (GAC). The ISC consists of the Dietetic Internship Director, MS Academic Coordinator, WIC Internship Coordinator, and select preceptors. The GAC consists of faculty who teach in the Department of Food Science and Human Nutrition Graduate Programs.

Qualified applicants will have a bachelor's degree from any U.S. regionally accredited college or university (or a foreign degree, if verified as equivalent), and have completed an ACEND accredited Didactic Program in Dietetics. For recency of educational requirements, a course in medical nutrition therapy is required to have been taken within the last five years.

A cumulative grade point average of 3.0 or above (on a 4.0 scale) for college work is required. A minimum GPA of 3.0 in professional didactic courses is also required. In addition, work experience and letters of recommendation are taken into consideration.

**Scores from the Graduate Record Examination (GRE) are not required to apply.**

### **Pre-Entrance Requirements**

Interns will complete a proficiency exam in medical terminology/abbreviations during orientation.

### **Application Process**

Please contact Tara Fischer, MS, RD, at Michigan WIC if interested in applying for the part-time WIC component of the MSDI. In addition to the online application, WIC-specific paperwork is required. [Tara Fischer, MS, RD, 517-335-4286, [fischert1@michigan.gov](mailto:fischert1@michigan.gov)]

The MSDI participates in the Dietetic Internship Centralized Internship Application (DICAS) process which is accessed at <http://dicas.liaisoncas.com>. The entire online application must be completed for the MSDI by 11:59 p.m. Central Time on February 15, 2024. The fee to use DICAS is \$50 for the first application submitted. Your MSDI application submission through

DICAS will also be sent for review to MSU's Department of Food Science and Human Nutrition GAC for graduate school admission.

For application to the MSDI, applicants must:

- Include contact information (including email address) for each reference. This will trigger an email, requesting completion of an online reference form.
- Complete a personal statement [1000-word limit]. Questions to be addressed in the personal statement include:
  - Why do you want to enter the dietetics profession?
  - Discuss experiences that have helped to prepare you for your career
  - What are your short-term and long-term goals?
  - What are your strengths and weaknesses or areas needing improvement?
  - Why are you choosing to apply to this internship (specify application to WIC component).
- Pay a \$30 application fee to MSU by February 15, 2024. This payment is accepted online at: [commerce.cashnet.com/msu\\_3878](https://commerce.cashnet.com/msu_3878)
- Applicants to the WIC component of the MSDI do not need to register for the computer match portion. The WIC component match will be done separately, and you will be notified directly by the State of Michigan WIC Office of your application status.

Please note: The MSDI will conduct short Zoom meetings with all applicants between February 16-March 15, 2024. Applicants will be contacted on or after February 15, 2024, to set up a meeting time.

### Location

While every effort will be made to find rotation sites near your home/work, interns will need to travel. Travel may include to rotation sites, travel during rotations to other sites, and travel to Lansing, Grand Rapids/Muskegon, or other areas as needed for classes and other experiences to meet specific competencies. Access to reliable transportation is required.

### Expenses

The MSDI program fee is \$7,000. Upon acceptance to the program, a non-refundable \$100 down payment is due (by May 1, 2024). The remaining cost (\$6,900) will be paid by the MDHHS WIC Division.

#### Summary of Internship Expenses

Program Fee	\$7,000
Health Insurance	\$750-800 <sup>1,3</sup>
Liability Insurance	\$30-50 <sup>2</sup>
Criminal background check/Finger-printing	\$65
Housing	\$500-1000/month <sup>3</sup>
Travel	Variable
Application Fee	\$30 <sup>4</sup>
Student Academy Member Fee	\$58
Non-refundable deposit	\$100 <sup>5</sup>

<sup>1</sup>Health insurance may be purchased through a private carrier or HMO if interns are not already covered by a policy.

<sup>2</sup>Liability insurance is available through providers affiliated with the Academy of Nutrition and Dietetics

<sup>3</sup>Estimates only.

<sup>4</sup> MSU DI Program Application Fee

<sup>5</sup>Non-refundable deposit is paid upon acceptance in the program. This deposit is credited to the first installment of the program fee due in August.

### Expense Explanation

- Clinical and some food service management field sites require a lab coat worn over professional clothing, which interns must provide at an approximate cost of \$40.
- Interns must arrange their own transportation, as supervised practice facilities are often not easily accessible by public transportation.
- Drug testing is not standard though may be requested by certain sites. This is usually covered by the facility; in some cases, this testing may be at the intern expense.
- Interns are required to carry their own health and professional liability insurance.
  - Liability insurance is available from Marsh Affinity Group Services. The price is approximately \$40 per year. It is the intern's responsibility to carry the appropriate health and automobile insurance policy to cover liability in travel related to the internship and in assigned work during the internship.
  - MSU offers a health insurance plan to eligible students and their dependents through The Chickering Group of Cambridge, Massachusetts. Prices vary based on the health insurance plan selected. Interns are covered for injury while working in the facilities for supervised practice by each facility's liability insurance carrier.
- All interns are expected to hold student membership to The Academy of Nutrition and Dietetics. This costs about \$58 per year and includes a subscription to The Journal of the Academy of Nutrition and Dietetics.
- Interns are expected to attend at least one professional conference and there will be some out-of-pocket expenses associated with this activity.
- Other miscellaneous costs may arise that will be the responsibility of the intern.

### Master's Degree Schedule and Expenses

The MS portion of the program consists of 30 credits offered entirely online. The DI portion of the program will include 1145 hours of supervised practice. The combined program will be ~16 months in length (four semesters) and will culminate with interns earning a Master of Science degree and a verification statement enabling them to sit for the Registration Examination for Dietitians. Projected program structure:

#### Year One:

##### Semester one (Fall):

HNF 894 (Supervised Practice)	3 credits
HNF 823 (Research Methods in Human Nutrition)	3 credits
HNF 892 (Seminar)	1 credit

##### Semester two (Spring):

HNF 894 (Supervised Practice)	3 credits
HNF 832 (Advanced Clinical Nutrition)	3 credits
Elective	3 credits

##### Semester three (Summer):

NUR 804 (Statistics for the Health Professional)	3 credits
Elective (Pediatric Nutrition*)	3 credits
Work on Master's Case Study Project	

#### Year Two:

##### Semester one (Fall):

HNF 898 (Masters Project)	1 credit
HNF 892 (Seminar)	1 credit

Elective (Management for RDNs*)	3 credits
Elective (Performance Nutrition for RDNs*)	3 credits

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\*Elective options available specifically for the MSU MSDI program  
Options from other departments may also be selected.

30 Total Credits

Tuition for the 30-credit degree will be based on standard online credit tuition rates at Michigan State University. The current tuition rate for the program is \$867.00/credit hour and is subject to change.

### **Sample Rotation Schedule for Part-time WIC DI**

Rotation Sites vary from year to year, depending on the intern's location. Every effort is made to schedule interns at rotation sites within 50 miles of their home/work address.

ORIENTATION – 1-3 weeks

CLINICAL – 14 weeks **Full-Time**

HOSPITAL FOODSERVICE – 8 weeks Part-Time

SCHOOL FOODSERVICE – 8 weeks Part-Time

COMMUNITY NUTRITION – Total 16 weeks Part-Time

WIC Local Agency/Health Department: 10 weeks (6 weeks if current WIC CPA)

Michigan State University Extension: 4 weeks

Maternal/Infant Health Program: 2 weeks

LONG TERM CARE – 4 weeks Part-Time

OUTPATIENT – 6 weeks Part-Time

ELECTIVE – 4 weeks Part-Time

VACATION – 1 week (optional)

**TOTAL: ~66 weeks/16 months**