



Florida Department of Health in Pasco County Dietetic Internship

Admission Requirements – Class of 2025

Admission Requirements for the WIC Track:

- Degree requirement (must meet one of the below):
 - Master's degree or higher from a US accredited institution* or
 - Bachelor's degree from a U.S. accredited institution **and** intent to complete the University of North Florida (UNF) MS in Nutrition and Dietetics. The UNF MS Degree Information Sheet can be found on the homepage under Important Documents. **Candidates who intend to complete the UNF MS in Nutrition and Dietetics program are required to show proof of degree earned before they can graduate from the internship and sit for the RD exam.**

*For candidates with degrees from foreign institutions, transcripts must be evaluated by one of the Commission on Dietetic Registration's (CDR) approved foreign degree evaluation agencies to determine degree equivalence. The internship director will review the Foreign Degree Evaluation to determine whether it is acceptable to meet the admission requirements of the internship. This link provides a list of Foreign Degree Evaluation Agencies:

<https://www.eatrightpro.org/acend/students-and-advancing-education/international-students/foreign-degree-evaluation-agencies>

- Evidence of an Overall GPA, DPD GPA, or graduate degree GPA of 3.0 or greater. Leadership, work, and volunteer experience could bolster a candidate with a GPA less than 3.0 if the candidate provides evidence of that experience and how it relates to their ability to succeed in the internship
- Official Verification Statement of Completion or "Declaration of Intent to Complete" form from a U.S. accredited Didactic Program in Dietetics (DPD)
- DPD Verification statement signed within five (5) years of the year in which the internship starts. For the internship class of 2025, if the candidate's verification statement is dated prior to 2019, the candidate will need to show recency of education.

Recency of Education

Candidates with a DPD verification statement of completion date in a calendar year greater than five years from the year in which the internship starts must show evidence of recent coursework in dietetics. A candidate that is beyond the five-year cut off time but within 10 years must complete three (3) credit hours of DPD coursework with a grade of B or better within two years of the application year. A graduate or advanced level medical nutrition therapy or clinical nutrition course is highly recommended.



Candidates with a DPD verification statement of completion date in a calendar year greater than 10 years from the year in which the internship starts must show evidence of recent coursework in dietetics. A candidate that is beyond the 10-year cut off time must complete six (6) credit hours of DPD coursework within two years of the application year. A graduate or advanced level medical nutrition therapy or clinical nutrition course is highly recommended in addition to another advanced level DPD nutrition course.

For the class of 2025, recency of education classes must have been completed since 2021.

The recency of education requirements can be waived in the following situations:

- Candidate completed a graduate degree program related to nutrition and/or dietetics within three (3) years of the year in which the internship starts.
- Candidate has passed the exam for dietetic licensure in Florida within five (5) years of when the intern is expected to graduate (June/July of the graduating year).

For the class of 2025, waiver requirements must have been completed since 2021 (graduate degree) or June/July of 2020 (RD exam).

Additional Requirements for applicants participating in pre-selection (FDOH employees that are sponsored for the internship):

New: Decrease in work hours required for sponsorship into the internship!

A Florida Department of Health WIC agency nutrition employee with at least nine months (1560 hours) of current work experience in a Florida WIC agency or Florida public health nutrition program. This work experience:

- Must equal a continuous 1560 hours of regular scheduled hours (overtime is excluded)
- Must be completed with the WIC agency that will be the sponsoring agency for the internship. If completed in a Florida public health nutrition program, must have a WIC agency that is willing to sponsor the candidate and provide work opportunities after the internship.
- Must be completed prior to the application deadline for the internship which is October 2, 2023

The opportunity to participate in pre-selection for the WIC Track applies to Career Service and OPS employees.

Approval for application to the internship is required from the sponsoring agency. See “WIC Eligibility Statement” in the Important Documents of the homepage for the approval form.



Licensed Dietitians:

Dietitians licensed in Florida (LD) can apply for the WIC Track of the internship and can submit a portfolio of their prior work to earn credit towards supervised practice hours, didactic hours, and competency attainment. Portfolios will be requested after acceptance into the internship. For more information on opportunities for Licensed Dietitians, see "Licensed Dietitians" under Important Documents in the home page.

PAL (Prior Assessed Learning) Track Update

The internship is no longer accepting interns into the PAL Track of the internship. Licensed Dietitians are encouraged to apply for the WIC Track and take advantage of the opportunity for Prior Assessed Learning credit.