**Student Summary Sheet – Reference Request**

**Note to students: DICAS now requires difference reference requests for EACH program, not just one. You must choose all your programs in advance, or risk not having references in time.**

Delete these blue prompts and add your own info!

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| **About Me**  **Name:**  **Email:**  **Overall GPA: DPD GPA: Science GPA:**  Science is optional – report if it’s >3.0, or delete  **Faculty Advisor:**  **Graduation Date:** Expected Spring 2025 | **Photo**  [Insert a professional photo here. Make sure it actually looks like you. Size it to be small and fit into the box.] |
| **How Long We Have Known Each Other:**  \_\_x\_\_ years \_\_x\_\_\_ months  **Month/Year We Met:** August 2022  **Course(s) Taken With Instructor:**   * List course, semester, and your grade in the course * NUTR 498A, Spring 2022, Grade: A | **List of Internships/Grad Schools and Their Focus**   * VA Greater Los Angeles Healthcare System (clinical focus) with UCLA * CSULB MS/DI (life course nutrition) * Oakwood University (faith-based program that emphasizes MNT) |
| **Important Deadlines and How to Submit**  ***Add your deadlines by date priority and tell when you’ll enter their info so they can expect the email request. For example, in DICAS or CSU Apply, I can’t start a reference until the student initiates the email for me.***   1. MPH at UCLA (Part of VAGLA/UCLA) – Deadline: December 1st   By October 15th you will receive an email from [www.sophas.org](http://www.sophas.org/) to upload an e-letter. Please address my letter to:  UCLA Fielding School of Public Health Attn: Student Affairs Office A1-269 CHS, Box 951772 650 Charles E. Young Dr. South Los Angeles, CA 90095-1772   1. DICAS (3 references) – Deadline: February 7th   By December 6th I’ll add your name into DICAS and you’ll get requests for 3 different internship references to complete:   1. VAGLA 2. CSULB 3. Oakwood University 4. CSULB MS – Deadline: February 7th   By December 6th you will receive an email from [calstateapply@liaisoncas.com](mailto:calstateapply@liaisoncas.com) to upload an e-letter. Please address my letter to:  Dr. Virginia Gray  Master of Science in Nutritional Science  California State University, Long Beach  Family & Consumer Sciences 1250 Bellflower Boulevard Long Beach, California 90840-0501 | **My Personal/Professional Strengths**   * **List 3-5 strengths and give specific examples of an achievement that proves this strength** * I am a leader in my community. I have served as SDA treasuer for 2 years and coordinated a fun run that raised over $3,000 for low-income children * I have compassion for patients and have 3 years of experience as a diet tech in an eating disorders clinicwhere I received positive work evaluations   **Note: If you’re applying to internships with a focus, you should make sure relevant strengths are highlighted.** |
| **What Sets Me Apart**  Limit to 3-5 bullets– make this personal to you and focus on what you want an internship to hear from a faculty or reference. What do you want them to convey in a letter?   * Am known for being hard working and friendly * I’ve succesfully completed this program as a single mom and working full-time * Share any special skills * Talk about your culture/identity and how that informs your goals or who you are * Have a sister with diabetes and am interested in clinical nutrition * Helped start the Facebook page for my club on campus * Am the first member of my family to learn English and go to college | **Areas I’m Actively Improving**  Describe 2-3 weaknesses (don’t use this word) and give a quick example how you are working on these.   * I am working to overcome my fear of public speaking by taking on leadership roles in SACH that allow me to give announcements in front of students. * I am increasing my comfort with reading research journals by having a monthly coffee-shop journal article club with friends |
| **Future Goals OR Special Circumstances**  If you have any special circumstances which may have affected your educational performance (illness, working part or full-time, commuting more than 20 miles/day children), you can list this here and say how you are/did overcome this. If you run out of space, you can just add these on page 2.  If you don’t have anything to add, you can just list 2-3 bullets about your future goals. If there is room, include both! |