Introduction to DICAS Webinar Questions and Answers

TIMELINE QUESTIONS	Answers
Is it ok to not participate in the upcoming cycle, but get set up for the next? I don't think I have time this summer to do all this, and we already have students who have accessed our internal application for our next cohort.	Absolutely - just remember that the old portal is going away. Also, I know ACEND is going to send out a template to help you configure. It could take very little work, dpeending on how complex you want your program page to be. You could also wait, dpeending on your timing, to
Our applicatoin deadline is November 1st, so students would not have a lot of time to get their application done. I think I am confused about this -	In previous cycls, the applications typically opened in early October. Has November 1 always been your deadline?
We would be considered "off-cycle" for our timeline. Can we change our	Your deadline can exist anytime within a cycle opening/closing.
Can I open up for applications in October and set the deadline for mid-February to submit them?	Yes. If you don't want apps to be able to submit to your program until later, you can choose not to go live until then.
So are you set on October to October? If we open in September for a November deadline, does that work? I am cofused.	For the first cycle of DICAS 3.0, yes, the portal will open in October; however, that is just for this intial launch year. We are looking if we can open a bit earlier but for initial release, it will be in October. For future
We don't use DICAS - we are an FEM and use our Grad College for the applications. Our application is due November 1, so the cycle not opening until mid October is looking like a BIG issue for us	I apologize for that delay for this first cycle, however, applicants can begin their application on October 18th so that is still time to complete an application with a November due date. Also, this date of October is
Will DICAS Customer Service Technical Support Help Team remain open during the deadline for submission in future? Always a problem when	Yes, they operate all year long.
So yes, November 1 has been our deadline for the two cohorts we	It's a tight timeline, but the applicants will have a few weeks to complete
So what are the cycle dates?	For this first cycle - 10/18/2022 through 9/13/2023
What are the cycle dates - or window FG can have their deadlines?	For this first cycle - 10/18/2022 through 9/13/2023
Confused on dates training access....June 1st was mentioned....then July 13th....can you restate.	Training is happening now and all the time. There are on demand resources we recommend (and have deadlines for listed in the DICAS Training Plan). There are also reading materials interspersed between training sessions being offered. But there will be a second DICAS specific live webinar offered for Configuration Portal training in July. Everything is listed in the Training Plan on the ACEND website:
It would appear FEM are being given first access to applicants and those using DICAS will have what is left?	The DICAS 3.0 platform allows applicants to see all available program types which is more advantageous for the applicants. At this time, applicants applying to DI programs will have to follow the computer
Just to be clear...FEM program will be able to use DICAS for spring 2023,	Correct, any programs that are accepting applications after it opens for
When can marketing information/links be ready for our websites?	Thank you for this question, we will provide the links; however, we are looking at our timelines and will let you know when those links become

MATCH QUESTIONS	Answers
And will "match day" remain teh same in April?	Yes, match day has not changed and we will post those calendars this summer. Match information can be found here: https://www.eatrightpro.org/acend/program-directors/application-process-for-program-directors
Can we accept candidates as pre-selects instead of waiting for the Match process?	Programs can participate in the pre-select process within 1 of 5 set criteria; however, programs must be approved to pre-select students. To obtain more information or to submit a substantive change to preselect, visit the ACEND website here: https://www.eatrightpro.org/-/media/eatrightpro-files/acend/accreditation-standards/substantive-change-guidelines-2022-standards-all-program-types.pdf?la=en&hash=3A83A11E298265C866936ACF2FDDCB9BA3DFE22C
Clarifying Question - based on that timeline, does that mean, If we use the Spring 2023 Match - will we be using the new DICAS?	Yes
FEM programs will be able to use DICAS but will they be able to particpate in the match? I have heard that they cannot particpate in the match but it seems like this is causing confusion for students and FEMS "taking" students out of the DI process.	You are correct in that at this time, FEM programs do not participate in the match. Only Dietetic Internship programs particiapte in the match. NDEP has a task force investigating the matching process this summer/fall and will share their findings as they are available.
FEM will be able to take applications at any time but the other programs will be held back until a match day?	All programs may beging accepting applications as soon as the application opens in October 2022. No applications are held-back. At this time, DI programs are the programs that will participate in the computer matching process and must follow the timeline set based on the computer matching calendars. CPs, FG/GPs, and DI programs are able to use this upgraded DICAS. We will be developing recommendations for timeline and those will be posted on the training website when available.
For DI programs participating in the Fall 2022 match, will the new DICAS be available for use?	No, DICAS will be available for the Spring 2023 match

MATCH QUESTIONS, cont.	Answers
For Dietetic Internships who participate in the match, if they need to participate in Second Round Match, does the program need to create a new program or can they reopen their previous program?	Technically you can do either. Whatever you think will be easiest for you to manage.
For future graduate programs, are we able to have different deadlines than the traditional dietetic internship matching deadlines?	The new system will allow you to set different deadlines for each program at your institution. If your program does not participate in the match, you should not be restricted by Match dates. Yes, future graduate programs will not participate in the matching process and will follow deadlines set by the program.
For preselect applicants, will we continue to notify DICAS/D&D of those that accepted appointments ahead of the match deadline, so they are not included in the match process?	Yes, you will need to notify D&D of those selected by pre-select so those applicants can be removed prior to the match
If a student applies to both an FEM GP and DI program, is accepted by an FEM GP prior to the DI Match day, will the students application be removed from the DI applicant pool so they are committed to the FEM GP and cannot vacate the spot for a DI?	If the applicant accepts the GP acceptance, the applicant should remove their name from D&D prior to match deadline. If the applicant does not accept the GP, they can remain in the DI match.
If a student does not get matched and reapply the following year, will their profile be "saved" in this system? I do not believe it saved in DICAS previously... If they start their application early in the semester, it wouldn't always stay in the system.	Their application information will be saved and can be updated for future cycles. Sections such as declaration of intent would not to be completed a second time.
I'm confused by this answer: "A: All programs may begin accepting applications as soon as the application opens. No applications are held-back." But DIs must participate in teh match?	Programs are able to open and close their application in DICAS. DI programs participating in the match will follow the computer match timelines and accept applications until Feburary 15th (Spring Match) and September 25th (Fall Match).
Just to confirm - any students participating in Fall 2022 match would use the "old" DICAS?	Yes that is correct
So as an internship program I can start accepting application in October 2022 instead of match dates in 2023?	If your program participates in the Match you will still adhere to the Match deadlines.
So, the earliest spring 2023 match round applicants can access the new DICAS platform and begin working on their applications is June? Or will applicants not have access until October?	Applicants will first have access to the applicant portal beginning October 18th.
So, the fall match goes as it used to?	Yes

MATCH QUESTIONS, cont.	Answers
The recorded seminar said applications are available the day they are submitted - we don't have to wait for match day?	If you are a dietetic internship, you must follow the computer matching guidelines and timelines.
To clarify, there will only be 1 match (spring) each year even if we can set up dates to open and close our acceptance?	No, there will continue to be a spring and fall match each year for those DI programs.
Unfortunately, twice in the last 5 years (including S2022 match) the Dicas system closed one day early - I think at midnight instead of 5 PM the next day. Yes it was reopeoned, but boy the panic created. Interns waking up DPD directors, paniced emails to Internship programs.	Yes, we acknowledge that has been a problem in the past; however, we have worked with DICAS and have reviewed the issue. This should not happen in the DICAS 3.0.
When will the 2023 match occur?	Match will occur in the Spring (April) and Fall (November) in 2023. Those calendars will be posted this summer to the ACEND website here: https://www.eatrightpro.org/acend/program-directors/application-process-for-program-directors
Will the DICAS "match" deadline remain 2/15?	At this time, the date remains 2/15.
Will there no longer be a fall match then?	Yes, there will still be 2 matches,Spring and Fall match will continue. Fall 2022 match will be the last match that uses DICAS 2.0
Can we utilize DICAS for pre-select students who are completing their application in December/January?	Yes! The cycles opens in October and applicants can begin their application at that time. Please refer to the timeline posted on the DICAS training page here: https://www.eatrightpro.org/acend/program-directors/application-process-for-program-directors/dicas-training-page
Does D&D Digital disappear?	No, for DI programs, D&D will remain as the computer matching service.
If I am able to see applications when they are submitted can I reach out to applicants for interviews immediately?	If you are participating in the computer matching process, you will need to follow the computer match calendar deadlines. If you are not a DI program, you can follow your own timelines and interview process.
Can pre-select programs set their own applicants date?	Programs who pre-select will need to notify their applicants by February 1st and September 1st to allow any applicants to remove their names from D&D prior to the match.

TRAINING QUESTIONS	Answers
Will this webinar be available to watch on demand at a later time?	Yes. We'll be posting it on the ACEND website training page.,Yes. All who register will recieve a recording of the webinar.
Are Phase 2 and 3 of this DICAS training plan for DI directors only? Or would it also be important for DPD directors to attend?	It'll depend on who does what in your program. Phase 2 would be best suited for those that will actually be building the programs to which applicants will apply. Phase 3 is meant for anyone who may need to review or look at applications. I would agree that DPD Directors may not need these skill sets, but in some programs, they may wear multiple
As WebAdmit is developed, DPD Directors will need more information about the information that is provided so we can assist students. Will there be specific webinar and training for us?	DICAS is looking into providing training for DPD programs and will keep you updated on that training.
Can DPD directors see WebAdmit to help their students with the applications (or designate someone to do so)?	WebAdMIT is the back end tool to review applications. To help the students with the applications, a DPD director would only need to access
For DPD directors that are not afflated with supervised practice program implementation -- should we attend the July session on configuring the portal for	This is up to the program and its staff/faculty. We have grouped training by topic, rather than role, so that each program can decide for
Is there written language anywhere, where students can understand the difference between DIs, CPs, FEM GPs? This would be helpful for us, as DPD Directors, when we	The ACEND website defines the program types: https://www.eatrightpro.org/acend/accredited-programs/about-
Will we have access to a "dummy" page before October that we can use to show DPD students how to prepare?	The application will open in October, however, we are working on developing training documents with sample pages to use for your students.
Are we allowed to use some of these slides to show our students how to navigate	Absolutely!
Can we be set up in DICAS before our DI program is created (we are in the process of candidancy currently)? How long does it typically take to get fully set up in DICAS?	You will not be able to get set up in DICAS until you have been granted candidacy accreditation by ACEND. Once you have received your decision
Can we get access for our program staff to DICAS3.0 and the training or is this limited to program directors?	Anyone can create additional users for their program and recommend the training. This is up to each program to decide.
Did I miss the training for how to log-in to edit my university?	That will happen in the Configuration Portal - it's not open yet. The
For all the Q&As coming in, would we be able to have access to them? Can they be sent to us as a email or word document?	Great idea! We'll work with ACEND to do this.
For the July trainings, are we building our program platforms for the 3.0 launch?	Yup!
How will we get access to configure in webadmit?	We will be sending out notifications and step by step instructions when the Configuration Portal is available for programs to use.
Is there a way to do a 'test' application and submit it to our program? Or would we have to pay the fee to do so?	Yes. Our testing environment allows you to submit a test application to your program for no charge.

TRAINING QUESTIONS, cont.	Answers
It sounds like phases 2 and 3 are only relevant to those who select students through DICAS? Is there student training as well?	1) It'll depend on who does what in your program. Phase 2 would be best suited for those that will actually be building the programs to which applicants will apply. Phase 3 is meant for anyone who may need to review or look at applications. I would agree that DPD Directors may not need these skill sets, but in some programs, they may wear multiple hats. So we offer trainings grouped by topic (rather than role) so each
Once the new system is implemented, what happens to the prevoius applications that were submitted for 2022. Will those be erased or will they be accessible if I need to refer for my current students.	Thank you for your question, we are still looking into this answer and will post a response as soon as we have an answer.
What are the best practices recommended for the registrar/financial aid/Dean and IT in using this system. We do not currently have any of them working with us in the system. Is this typical for nutrition programs?	It's up to each program/site. Anyone can create users and go through trainings to use the system.
What support is available for us to use in "teaching" our students in this new process? For example is there a "dummy" portal that professors could use to guide	No dummy portal, but anyone can create a test account once the production environment is stood up. We'll discuss internally and let
Will program directors/faculty have access to this application interface to help guide students in the application process?	Great question. Anyone can login once we have the full environment and create test accounts. So we encourage it!
Will the Applicant Guide still be used?	The Applicant guide is developed by NDEP, please reach out to NDEP for
Will there be a link to an updated tutorial for students who complete their DICAS application? In the past I had them used what was in the Eatright "Applications	Absoultely - we have a very extensive help center with lots of short videos, screenshots, etc. It's very interactive and will have a help page
Will we have access to these questions and answers?	Yes
Will you have an instruction video on Youtube, like the one done for the old system?	We will have lots of help videos from Liaison on the Help Center. But ACEND may decide to make additional videos, if they choose. Perhaps

GENERAL APPLICATION / WEBADMIT QUESTIONS	Answers
Are we still calling this system DICAS? We will still tell students to submit their application in "DICAS"?	Correct!,Yes, but DICAS will now stand for Dietetic Inclusive Centalized Application Service
Can applicants go back and add internship after they go to the application? For example we are a pre-select and some may want to apply to our DI program, then if they don't get in apply to others.	Absolutely. They can always navigate back to add more programs using the tab at the top you see "Add Program". This can be done any time.,There's also an option to BYPASS that original program selection page if they want to do the basic application before selecting a program/internship.
Is there a calendar feature in DICAS, for applicants to quickly view upcoming deadlines for all programs (or programs to which they applied)?	Not specifically a calendar. But next to every program, their deadline is listed.
Can letters of recommendation be uploaded as a separte document?	Yes, that is how it will work. Letter writers will upload documents that will be included with the applicant file.
Can students apply to both FEM GP programs and Dietetic Internship programs?	Yes, applicants can apply to any program that is using DICAS
Can we see official transcripts on DICAS or how do programs usually obtain those?	You will have access to applicant transcripts via the new admissions software that you will be using, WebAdMIT. More info on that to come.
Can you explain how the restrictions are managed for users regarding race and ethnicity. I am interested in how it works and can be used to limit discrimination	There are ways to set User Permissions in WebAdMIT to restrict certain information from certain users (ie: sections of the application from reviewers, for example). This will be covered in WebAdMIT training.
Could you please answer my question about what happens to current applications on the system. I would like to know if I have to download them or will I be able to access as I have done before.	Thank you for your question, we are still looking into this answer and will post a response as soon as we have an answer.
Does personal info still include languages spoken?	Yes.
Does this mean that I have to write a recommendation for each and every student from my program?	Only if the applicant submits a request for a letter of recommendation from you. You are not required to supply letters of recommendation.
Is the experiences section a mandatory section to be filled out like the current application?	Experiences can be skipped. But if they add any, the details are required.
So, aside from the letters of recommendation, a student can see exactly what we see in their application including all GPAs and such? We've had several international students who have no GPAs and have no idea what we're talking about when we tell them.	That's correct. As you say, some international students may not have the same academic information.

GENERAL APPLICATION / WEBADMIT QUESTIONS, cont.	Answers
I may have misunderstood what the speaker said. Do student select "extended profile" or is that something the DI requires when they set up the information on the back end.	Everyone will be forced to do the Extended Profile. It's the very first page of the application for everyone to identify who they are before the begin.
Is there still a cover sheet in DICAS that is recommended to be used for transcript requests?	Yes, I believe so. But it's made much easier because our application integrates with transcript services so less work for applicants, I believe.
Will program directors get a notification/email from WebADMIT when a student submits an application?	Not by default, but there are some clever ways you can setup automated exports to contact certain users when certain actions happen. This will be explained in more advanced WebAdMIT trainings.
Will you be able to see teh number of "started" applications in WebADMIT or only after they are submitted?	Yes, you can see the number of in-progress applicants
with applicants entering their own transcript info, is there verification through a submitted official transcript on the portal?	There is not. The programs will receive exactly what the applicants entered, then also the official transcript, just as is.
What is meant by extended application in the profile? Why would a student choose that option?	I'm not sure I understand. The "Extended Profile" is used to identify specific TYPES of students. It'll change what sections they have to fill out. Does that answer your question?,this section determines whether or not the applicant will be required to complete DPD verification. Not all programs will required DPD.
Will teh students be required to calculate the DPD, Science, and Professionals GPAs? Or is that something we'd need to put in our program section.	That'll happen in Q2 - Academic History.
Will this program still calculate a "science" GPA, DPD GPA, and overall GPA?	Yes - programs are also able to set up "Local GPAs" if there are some you want that aren't yet offered.

PROGRAM SETUP QUESTIONS	Answers
If a DI has 2 options, 1 for graduate school and a second for students who already have a graduate degree, do they set themselves up twice - once for each option?	There are multiple options when configuring programs in Q4. These could be separate programs or just a multiple choice question in the same program. We'll review different use cases during the trainings in July to help you better
If a program has two entryways to the program can you specify the entry type and prerequisite requirements speciic to the entryways?	There are multiple options when configuring programs in Q4. These could be separate programs or just a multiple choice question in the same program. We'll review different use cases during the trainings in July to help you better
Does this mean there are no recommendation letters?	LORs can be setup in Q4 - what she's describing now. Your program can setup
How does WebAdmit connect with schools that have required applications through their graduate colleges?	This is partially up to you. You can setup automated exports out of WebAdMIT and move all the applicant data into your other tool, if that's easiest. Some will instead work in both tools since WA is helpful on its own. So you have some options. All will be explored during training. I'd strongly recommend
If we have different program types (GP/DI/ISPP/etc) will be be able to see all applicants under one log in or will we still need to have separate log in credentials for each program type?	One login.
In the fourth quadrant, is there the ability to upload audio/video files?	Thank you for your question, we are still looking into this answer and will post a response as soon as we have an answer.
Re: audio/video files question, we are considering adding this as a requirement in place of live interviewing. Would be nice to have as an option (video preferred).	Thank you for your question, we are still looking into this answer and will post a response as soon as we have an answer.
Is the slide room required or recommended as a best practice?	Thank you for your question, we are still looking into this answer and will post a response as soon as we have an answer.
Slide room was referenced in the pre-work and is unfamiliar to me	Slide room is a tool that is often used by architecture, art, design - programs that require larger files or portfolios. We have not set up DICAS to integrate. I apologize if I missed that mention, but that probably isn't needed for the DICAS application.
Kira assessment looks like a video interview. Is that an accurate assumption and if it can be used that way how can you ensure questions are confidential and not shared with other applicants?	Kira Assessment is a video interview tool. It's not a Liaison product, but can be integrated if the program/school/site has a contract with them.
Regarding personal statements, do these now only live in the 4th quadrent vs. being a general requirement? So programs will need to indicate a personal statement is required vs. in the old system where it was automatic.	Correct. You will configure it in your Q4 setup. Some programs may not want one, some may want multiple, or a specific prompt. Now you can choose.

PROGRAM SETUP QUESTIONS, cont.	Answers
We have a supplemental application, will the Program Materials section be able to house all of that information? Or include a link to download the application and then it can be uploaded there?	Yes that's the hope. It's always best experience for the applicant to do one application. So we help many schools get away from supplemental and into Q4 successfully. But worst case, you can absolutely include a hyperlink on
What about ISPP programs?	Yes, ISPP programs can use DICAS
Where is the personal statement submitted?	You can set that up - along with any prompts you want to specifically include - in your Quadrant 4. They are specific to your program.,Quadrant 4 under
Will all FEM be on DICAS?	Yes, Future Education Model Graduate programs are able to use DICAS ,Yes, I do belive we intend to support Future Education Models.
Would WebAdmit communicate with the university's graduate admission portal SLATE?	Yes. We offer a Slate/CAS integration that makes this process seamless for many of our users. We can provide those details during the training.

FEE & PAID TRANSCRIPT ENTRY QUESTIONS	Answers
Can applicants pay the individual program application fee in the new system, or are the fees noted in the slides only referring to the fees paid to DICAS?	We currently have it set up to only charge applicants a fee at the DICAS level. Not at the program level.
Can you clarify the application fees? The student pays DICAS and each indivdiual program?	We currently have it set up to only charge one fee - the DICAS fee.
Do students pay extra for the Professional Transcript Entry? Who would be good candidates to use this service?	Yes. If they'd rather have someone else enter their transcripts, instead of doing it themselves, there is a cost.
Does DICAS have a cost to the programs or is free as DICAS has been in the past?	There is no cost for programs to use DICAS.
Do we pay for DICAS as an internship program? Or are the interns the only ones required to pay?	The applicants are the ones who will pay all fees
Do you have an estimate of the paid transcript cost to a student?	It ranges based on how many transcripts they have - usually between 70-150 per transcript.
Does PTE cost money for the applicant?	Yes. If they'd rather have someone else enter their transcripts (vs doing it themselves), there is a cost associated.
How much do students pay for the transcript entry?	its a sliding scale depending on how many transcripts they have. Between $70-$145 a piece. It's expensive, but worth it to some to save the time.
How much does it cost for students to use the transcript service?	its a sliding scale depending on how many transcripts they have. Between $70-$145 a piece. It's expensive, but worth it to some to save the time.
Will the cost be the same for students?	The DICAS fee for the first designation is $50 and $25 for each additional designation. This has remained unchanged.
Will the fee for students be increased?	The DICAS fee for the first designation is $50 and $25 for each additional designation. This has remained unchanged.

FEEDBACK / COMMENTS	Answer
Who decided to update DICAS at the same time we have to convert to 2022 standards? Not great timing...	Thank you for your feedback. DICAS has been working on this upgrade for the past two years so it was not intentionally planned at the same time as the release of the
It might be good to clarify that DPD directors could create a practice (fake) account and that's not through WebAdmit.	
Thank you - this is exciting!	
Fantastic! Thank you for answering my question. I look forward to learning more and working with this new platform	
I think this will be a lot easier for students to use for their applications. Thank you for all your work on this.	So excited to hear this! :) We are very much looking forward to feedback to continue improving the experience for applicants.
Okay, thank you. It seems backwards to not be able to log-in to view our profile yet.	That's good feedback. This session is just meant to be about the APPLICANT point of view. So you see how it's new and different. All of the training you'll need to do your end of the work is coming soon.
This is not a question, just a thank you. This looks to be so accommodating to FEM GPs. I'm really excited to use this updated platform. I appreciate your work and consideration of the infinite variables and scenarios. Looking forward to learning more.	You're more than welcome! We're excited to be able to provide this service!!!!
We are a new FEM and have not used DICAS	

DPD QUESTIONS	Answers
Are students still required to upload a DPD course list?	Yes. If they indicate that they have one, they'll be required to attach it in the third quadrant.
For the DPD Contact Information section, could this be streamlined for directors to indicate that a student is enrolled in an accredited program OR has a verification statement? It will be difficult to have an updated Intent to Complete course list when students are applying at various times. Or, can there be an easy way for DPD Directors or students to reset this section (vs. contacted DICAS to reset the section to make revisions)?	Thank you for your question, we are bringing this back to the group for further discussion.
How is the DPD verification different? It was unclear if DPD directors will be completing the declaration of intent, or writing a letter for students?	They will complete only verification statements or declarations of intent. DPDs are not required to submit letters of reference. Sorry for the confusion.
Is it possible to have official DPD Verification Statements uploaded to the DICAS system if students have graduated from their program? So that applicants don't have to send this document at a later date? I know this will only apply to those students who have graduated from a program, not those who are currently enrolled in a program.	Thank you for your question, we are bringing this back to the group for further discussion.
Is there anything that keeps someone without a DPD verification/letter of intent from applying to a DI?	Technically, a DI could set up a "Program Availability" rule in their own Q4 that would ONLY show their program as an option to applicants who indicate that they do have a letter of intent or verification statement. I don't believe ACEND will require all DI's to do this, but it is an option on an individual program level to set up your program that way.
So, are they entering all classes now, or just the DPD Professional and Science classes as they have?	In 2.0 - today's application - they only enter the DPD courses. In the future, they'll be entering all coursework.
The DPD director might still do a reference letter. This declaration of intent or verification statement is different than the reference letter	Correct.
There was a spot for DPD Contact Info in the Persaonl Info section- why is it also in the Supporting Info section? As a DPD Director, where do I tell the students to enter my info- both places?	It will be in Q3 = Supporting Information section. The screenshot from Q1 was outdated, it will no longer appear in that section.

DPD QUESTIONS, cont.	Answers
When applicants enter DPD Director Information, is there an easy way for applicants to change the request from them to switch the request from "Intent to complete" to "Verification Statement" when reapplying? In the past, I believe that applicants needed to contact support services to reset this section.	Thank you for your question, we are bringing this back to the group for further discussion.
Willl the students have to write/type in what they need for either verification or declaration of intent OR will they have a drop down box to select from like the previous application?	There's a single select question on the Extended Profile before the begin the application.