

DENTAL HYGIENE

Program Information and Selection Process Booklet



Class of Fall 2020

» NDSCS.edu/Dental



Dental Hygiene

Contact Information

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Delivery Methods

Face to Face: Wahpeton

The Dental Hygiene program is designed to prepare students as professionals in the discipline of dental hygiene. The dental hygienist, a licensed member of the dental health team, provides dental health education, promotes and encourages the preventive aspects of dental care, removes stains and deposits from teeth, exposes and processes dental radiographs, administers local anesthesia, provides many other patient treatment procedures, and assumes other responsibilities in the dental office.

Career Opportunities

Dental hygienists are typically employed in general dental practices or specialty practices. Dental hygienists also can apply their skills and knowledge in other career activities including public health, corporate dental representative, dental office management, and dental hygiene education depending on the level of education and experience they have achieved.

Dental Hygiene Curriculum

The Dental Hygiene program consists of classroom, laboratory and clinical experiences emphasizing skill development, self-assessment, and professionalism offered over five continuous semesters. The majority of the clinical experience is in the NDSCS dental clinic. Students are also assigned to off-campus affiliation sites to enhance their dental hygiene education. Students must provide their own transportation to off-campus affiliation sites. Criminal background checks will be required. A felony charge and/or conviction may affect participation in clinical experience(s), and therefore, program completion. If this issue applies, the student must meet with the department chair.

The program is fully accredited by the Commission on Dental Accreditation of the American Dental Association, 211 East Chicago Ave, Chicago, IL 60611-2678.

The program adheres to the NDSCS Equal Opportunity Policy as stated in the *NDSCS Catalog*. Dental Hygiene Program Competencies, Program Goals, and Essential Functions are available on the website at www.ndscs.edu.

Course Code	Course Title	Credits
DHYG 101	Pre-Clinic	1
DHYG 101L	Pre-Clinic Lab	3
DHYG 102	Clinic I	1
DHYG 102L	Clinic I Lab	4
DHYG 103	Clinic II	1
DHYG 103L	Clinic II Lab	3
DHYG 110	Oral Anatomy	2
DHYG 112	Oral Embryology and Histology	1
DHYG 114	Dental Radiology	3
DHYG 145	Periodontics I	1
DHYG 201	Clinic III	1
DHYG 201L	Clinic III Lab	4
DHYG 202	Clinic IV	1
DHYG 202L	Clinic IV Lab	4
DHYG 205	Dental Pharmacology	2
DHYG 209	Head and Neck Anatomy	1
DHYG 210	Local Anesthesia	1
DHYG 212	Oral Pathology	1
DHYG 220	Community Dental Health	2
DHYG 242	Dental Materials	3
DHYG 243	Dental Jurisprudence	1
DHYG 245	Periodontics II	1

Related/General Education Courses

BIOL 213	General Pathology	3
CHEM 116	Intro to Organic and Biochemistry	3
CHEM 116L	Intro to Organic and Biochemistry Lab	1
CIS 101	Computer Literacy	2
COMM 110	Fundamentals of Public Speaking	3
FYE 101	Science of Success	1
ENGL 120	College Composition II	3
MICR 202	Introductory Microbiology	3
MICR 202L	Introductory Microbiology Lab	1
NUTR 240	Principles of Nutrition (and Diet Therapy)	3
PSYC 111	Introduction to Psychology	3
SOC 110	Introduction to Sociology	3

Total Required Credits

71

Admission Requirements*

Applicants will be admitted to the program following a selection process. The following requirements must be met by **March 1** to be considered for selection. Applicants that apply after the March 1 deadline can complete the admission requirements and be placed on a waiting list. Late applicants may be selected based on points if openings become available until the first day of class fall semester.

1. Complete the NDSCS Admission process and submit an official high school transcript and all official college transcripts to Enrollment Services.
2. Applicants without a United States high school transcript (four years), will be required to complete English language proficiency exam(s) and meet the benchmark score(s) prior to continuing the selection process. Contact the program to schedule the assessments if this applies.
3. Complete the Supplemental Program Application for Dental Hygiene.
4. Submit to Enrollment Services an official college transcript(s) with a minimum of twelve college semester credits or a minimum GPA of 2.50.
5. Submit the Dental Hygiene Observation Hours form with a minimum of 4 hours.
6. Complete the admission assessment examination and meet the program benchmark score of **50**. The exam can be retaken once.
7. Complete pre-requisite courses by **January 1**: Introductory Chemistry (CHEM 115 and 115L), Anatomy and Physiology I (BIOL 220 and 220L) and College Composition I (ENGL 110). Complete pre-requisite course by **May 15**: Anatomy and Physiology II (BIOL 221 and 221L) with a "C" or higher.
8. Additional admission points will also be awarded for: Introduction to Organic and Biochemistry (CHEM 116 and 116L), Elementary Statistics (MATH 210). In-progress Grades Form submitted to program by **March 1**.
9. Review Essential Functions for Allied Dental Education Students and submit the Essential Functions Verification form.

Selection process details, contact information and forms are located in the Dental Hygiene Program Information and Selection Process Booklet available at www.ndscs.edu/dental (click on Program Selection Process) or contact the program at alliedhealthcareers@ndscs.edu.

The program is a limited enrollment program. Applicants will be selected on a point system. Once program capacity is reached, an alternate list will be established based on points. It is recommended that applicants stay in close contact with the program as they complete their admission requirements.

Program Admission Requirements are subject to revision. Please check the department or program website under Program Admission Requirements for current information.

For accepted students, specific immunizations, background checks, CPR certification (American Heart Association BLS Provider OR American Red Cross CPR/AED Professional Rescuer course ONLY), health insurance and documentation of a current eye exam are required and must remain current while in the program. Additional prerequisites (e.g. drug screening/finger printing) may be required dependent on site-specific student prerequisites. All requirements will be at the students' expense.

Licensure requirements for dental hygienists include successful completion of the Dental Hygiene National Board Examination and a regional clinical examination, i.e. CRDTS, WREB. Individual states have additional licensure requirements. A criminal background check will be required and a felony conviction may affect state licensure.

Award

Upon program completion of the required courses ("C" or higher), students will be awarded an Associate in Applied Science degree in Dental Hygiene.

Revised: April 2019



Dear Dental Hygiene Applicant:

Thank you for your interest in our Dental Hygiene Program at NDSCS! You have selected an exciting and rewarding career as a licensed member of the dental health team!

The Dental Hygiene Program is a selective enrollment program and has ***specific criteria for selection***. Points are awarded for each criterion with applicants being **selected** according to their **total score**. This process is ongoing until the deadline of **March 1, 2020** for selection to the **Fall 2020** class. The selection committee will then send letters to all applicants informing them of their status via email. *Summarized below is the **criteria** for selection to the program.*

1. Complete the NDSCS Application for Admission, Re-application or Change of Program; forms at www.ndscs.edu/apply
2. Applicants without a United States high school transcript (four years), will be required to complete English language proficiency exam(s) and meet the benchmark score(s) prior to continuing the selection process. Contact the program to schedule the assessments if this applies.
3. Complete the Supplemental Program Application for Dental Hygiene.
4. Submit to Enrollment Services an official college transcript(s) with a minimum of twelve college semester credits with a minimum GPA of 2.50.
5. Submit documentation of 4 observation hours of a dental hygienist.
6. Complete a Basic Entrance Test. Benchmark score to apply is **50**. One retake is allowed.
7. Complete prerequisite courses by **January 1**: CHEM 115 and 115L, BIOL 220 and 220L, and ENGL 110 with a "C" or higher. Complete prerequisite course by **May 15**: BIOL 221 and 221L with a "C" or higher.
8. Additional points will be awarded for CHEM 116 and 116L and MATH 210. Submit Documentation of In-progress Grades form if completing spring semester.
9. Review Essential Functions for Allied Dental Education Students, sign and submit Essential Functions Verification Form.

Applicants with English as a second language will be required to complete an English language proficiency exam and meet the benchmark score. Contact the program to schedule the assessment if this applies at alliedhealthcareers@ndscs.edu

Applicants must ensure that all requirements outlined above and included in this booklet, are complete and on file with the Dental Hygiene program by March 1. After that date, incomplete files will be disqualified from the selection process. If you also wish to apply for the Dental Assisting program, you must notify the Dental Assisting program prior to their deadline date.

To submit selection criteria and check on file completion, call 1-800-342-4325 ext. 32967 (701-671-2967) or email us at sonja.fenske@ndscs.edu If you have any other questions or concerns, please feel free to contact us.

Sincerely,

A handwritten signature in cursive script that reads "Rhonda Edwardson".

Rhonda Edwardson
Department Chair | Allied Dental Education Department

Selection Process Checklist

Overview

The Dental Hygiene Program is a limited enrollment program that has specific selection criteria required for acceptance into the program. Applicants will be selected based on a point system. Once program capacity has been reached, an alternate list will be established, also based on points. Acceptance by the college does not constitute acceptance into the Dental Hygiene Program.

A scheduled visit to the college and meeting with a Dental Hygiene Program faculty member is highly recommended. It is highly recommended that the applicant checks in with the program to ensure that all selection requirements have been received prior to the deadline date. Incomplete files will not be considered for acceptance.

The deadline for submission of all selection criteria for this program is **March 1**. All applicants will receive notification of acceptance, alternate status or non-acceptance within two weeks of the deadline. Notifications will be made by **email** and it is the applicant's responsibility to have their current email on file with the program.

Applicants who apply after the March 1st deadline (*NDSCS Application is dated after March 1st*), can complete the selection process and be placed on a waiting list. A late applicant will not be part of the first round of selection. Selection could occur, if all alternates have been selected, based on points, up to the first day of classes.

Program Admission Requirements are subject to revision. Please check with the program for current information.

Steps for Selection

1. Complete the NDSCS Application for Admission or appropriate form as described below. Submit to Enrollment Services your official high school and college transcript(s).

New Student/Transfer Student	Current Student or Continuing	Returning Student
Application	Change of Program	Re-Application
Forms can be found at www.ndscs.edu/apply		

High School Transcript (or GED)
The final *official (or in-progress) high school transcript or GED will need to be submitted to the Enrollment Services office.
College Transcript(s)
College transcripts must be *official and submitted to the NDSCS Enrollment Services office. If the applicant is currently completing college courses, an official transcript must be submitted after semester completion. <i>Information About Transcripts</i> can be obtained by emailing ndscs.studentrecords@ndscs.edu

If the applicant is currently attending college, and courses required in the program are in progress Spring Semester, the *Documentation of In-progress Grades* form for must be submitted to the Dental Assisting Program.

***Official transcripts are complete records of your educational background and must be sent to Enrollment Services directly from the high school and/or college's you have attended. Transcripts must be signed by a school/college official and stamped with the official school/college seal. Photocopies/faxes of transcripts from the school/college attended are not considered official. The request for a transcript must be from you.**

2. Applicants without a United States high school transcript (four years), will be required to complete English language proficiency exam(s) and meet the benchmark score(s) prior to the continuing selection process. Contact the program to schedule the assessments if this applies. Detailed information about this process is in the back of this booklet.

3. Complete the Supplemental Program Application for the Dental Hygiene Program.

Supplemental Application	Format
The Supplemental Application is located at www.ndscs.edu/dental and click on Program Selection Process and indicate Dental Hygiene Program.	Complete <u>after</u> submitting the Application for Admission to NDSCS

4. Submit (to Enrollment Services) an official ACT and/or placement testing results. Results must meet the criteria to enroll into English 110 the first semester of the program; or have completed the course with a “C” or higher.

5. Documentation of 4 hours observation of a dental hygienist submitted to the Dental Hygiene Program.

Applicants are required to observe a dental hygienist in practice for four (4) hours. This observation should assist the applicant in knowing that their choice of career is appropriate for them. A call to the dental office should be made to schedule an observation visit prior to the date. Meeting the four-hour requirement may take more than one visit. Professional behavior and dress is an expectation. The form should be sent via email, fax or mail **FROM** the dental office that the observation visit was completed.

Form at the back of this booklet.

Fax – 701-671-3410; **Email** – sonja.fenske@ndscs.edu; **Mail** - NDSCS, Dental Hygiene Program Selection Process, 800 6th Street North, Wahpeton, ND 58076-0002

6. Complete a Basic Entrance Test.

Current Assessment: Test of Essential Academic Skills for Allied Health (TEAS)

The TEAS was developed to measure basic essential skills in the academic content domains of Reading, Mathematics, Science and English and Language Usage. These entry-level skills are important for success in the Dental Hygiene Program. The TEAS is a 170 question, multi-choice assessment and the allotted testing time is 209 minutes. A benchmark score of **50** is required to apply. One retake is allowed. For more information about this exam, visit www.atialliedhealth.com The cost of the test is \$65.00 payable by credit card the day of testing. To schedule the test email trESE.saar@ndscs.edu

7. Complete pre-requisite courses listed below by the selection deadline.

*Completed Prior to January 1	*Completed Prior to May 15
CHEM 115 Introductory Chemistry CHEM 115L Introductory Chemistry Lab BIOL 220 Anatomy and Physiology BIOL 220L Anatomy and Physiology Lab ENGL 110 College Composition All courses must be completed with a "C" or higher.	BIOL 221 Anatomy and Physiology BIOL 221L Anatomy and Physiology Lab I <i>If the above courses are in progress at the time of selection, submit Documentation of In-progress Grades to the Dental Hygiene Program by March 1. Form at the back of this packet.</i> All courses must be completed with a "C" or higher.

If the above courses have been completed at a college other than NDSCS, an official transcript must be submitted to the NDSCS Enrollment Services office that reflects final grades.

8. Additional admission points.

Additional admission points will be awarded for completion or in-progress grades for the following courses:

*CHEM 116 Introduction to Organic and Biochemistry/CHEM 116L Introduction to Organic and Biochemistry Lab
*MATH 210 Elementary Statistics

If the above courses are in progress at the time of selection, submit Documentation of In-progress Grades to the Dental Hygiene Program by March 1. Form at the back of this Booklet.

9. Review the Essential Functions for Allied Dental Education Students and submit the Essential Functions Verification form (located in the booklet).

If you cannot meet an Essential Function, with or without accommodations, please schedule an appointment with the Allied Dental Education Department Chair, prior to completing the selection process, by calling 701-671-2334.

Essential Functions for Allied Dental Education Students

Functional Ability/Activity-Attribute-Task

Emotional Stability

Differentiate and establish personal and therapeutic boundaries (e.g. confidentiality/privacy)
Provide client with appropriate psycho social support
Deal with unexpected situations
Maintain attention on task
Perform multiple responsibilities concurrently
Handle strong emotions (e.g. grief, anger)
Have the emotional stability to function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable way
Maintain mature, sensitive and effective relationships with clients, students, faculty, staff, and other professionals under all conditions including highly stressful situations
Possess the emotional/mental health required for the full utilization of his or her intellectual capabilities and the exercise of good judgment necessary for working in any clinical site
Know if his or her values, attitudes, beliefs and emotions, and/or experiences affect his or her perceptions and relationships with others
Be willing and able to examine and change his or her behavior when it interferes with productive individual or team relationships

Analytical Thinking

Gather data
Transfer knowledge from one situation to another
Assess and respond to change in patient's condition
Integrate information
Evaluate outcomes (e.g. effectiveness of care)
Problem solve
Prioritize care
Utilize long term memory
Utilize short term memory
Organize tasks to completion
Think critically
Takes immediate action to meet patient requests or needs

Critical Thinking Skill

Identify cause-effect relationships
Synthesize knowledge and skills
Complete tasks in a timely manner
Model accountability for learning by sharing knowledge and learning from others

Interpersonal Skills

Manage conflict between persons
Respect differences in clients/families/co-workers
Establish and maintain rapport with clients/families/co-worker
Treat others with respect
Build effective working relationships

Communication Skills

Communicate information (e.g. teach patient, family, or groups)
Explain procedures
Give oral and written reports
Interact with others (e.g. effective group participation)
Use the telephone – communicate summary of data
Advocate for patient
Direct activities of others
Convey information orally and in writing (e.g. charting, reports, papers)
Use computer
Employ therapeutic communication techniques
Assess and respond to verbal and non-verbal communication

Gross Motor Skills

Provide standing support to patient
Manipulate equipment above shoulders (e.g. dental light)
Reach below waist (e.g. plug(ins))
Assist transfer of patient (e.g. wheelchair to dental chair)
Maintain patient / client safety at all times

Fine Motor Skills

Pick up objects (e.g. hand piece, instruments)
Grasp small objects (e.g. instruments, sealant syringe tips, burs, needles)
Write
Use a computer
Pinch/pick or otherwise work with fingers (e.g. dental instruments, gloving, small equipment)
Turn knobs with hands on door or equipment
Squeeze (e.g. tubes, syringe)
Put on caps, gown, gloves, and mask
Apply pressure to remove calculus and cement

Physical Endurance

Sustain repetitive movements (e.g. CPR, instrumentation)
Work entire day

Physical Strength

Lift 25 pounds (e.g. transfer client)
Move objects 10-40 pounds
Carry equipment/supplies
Use upper body strength (CPR)
Squeeze (e.g. fire extinguisher)

Hearing

Hear normal speaking level sounds (e.g. to communicate with client)
Hear faint voices (e.g. elderly, oxygen deprived)
Hear faint body sounds (e.g. blood pressure)
Hear in situations not able to see lips (when using masks)
Respond to alarms (high/low frequency)

Visual

Visualize objects up to 20 inches away
Visualize objects up to 20 feet away
Visualize objects more than 20 feet away
Use depth perception (e.g. injections)
Use peripheral vision
Focus quickly when move from one object to another
Focus on small objects (teeth and other oral structures)
Adequate vision in both eyes (20/20 or correction)
Distinguish color (e.g. patient secretions, and color-coded records)
Distinguish color intensity (e.g. blue complexion, redness of blood)
Respond to alarms

Tactile

Feel vibrations (e.g. pulses, nerve responses, tremor)
Detect temperature of room, skin
Feel differences in surface characteristics (e.g. oral tissues)
Feel differences in sizes, shapes (e.g. palpate, perform assessment)

Smell

Detect odors from patient
Detect smoke
Detect gases or noxious smells

Reading

Read and understand written documents (i.e. patient charts, professional literature)
Use anatomical design/diagrams correctly
Display mathematic competence
Read digital displays
Read graphic printouts (e.g. vital signs, numbers)
Read analog and digital clock

Motor Functions

Measure time (e.g. duration)
Count rates (e.g. pulse)
Use measuring tools (e.g. probes)
Read Measurement marks (e.g. scales)
Add, subtract, multiply, divide
Use a calculator
Write numbers in records
Maintain client /patient records

Additional Requirements (Upon Acceptance)

Applicants that are **selected** to the class must have documentation of the following immunizations/verifications by **August 15th** (***unless otherwise specified*).

Accepted students will receive more detailed information on how to upload these documents into the clearing house utilized by the program prior to classes starting fall semester. Student **will not** be allowed to participate in clinic unless all requirements have been met.

All requirements are at the students' expense.

Health Record Requirements:
a. documented evidence of Measles, Mumps, Rubella vaccination or Rubella positive titer. b. documentation of three Hepatitis B immunizations, positive titer or a waiver. c. documentation of Varicella (Chicken Pox) vaccinations or documented of positive titer. d. documentation of Tdap (Tetanus, Diphtheria & Pertussis) vaccination within the last ten years. e. documentation of a two-step TB Skin Test (Mantoux), QuantiFERON Gold blood test. If positive, a copy of the lab report or a clear chest x-ray completed within the last year. This requirement will be a yearly renewal. f. **documentation of a flu shot administered during the <u>current</u> flu season. <i>**This requirement will not be due until October 1 to ensure administration of current vaccination and will be a yearly renewal.</i> g. documentation of current Health Insurance.
Certifications:
CPR Certification – American Heart Association BLS Provider or American Red Cross CPR/AED Professional Rescuer course <u>ONLY</u>
Background Check/Fingerprinting/Drug Screen:
Federal Background Check will be required Finger printing and/or a drug screen may be required dependent on clinical site requirements
Eye Exam:
Students must submit a copy of a recent eye exam (within a year). This will be renewed on a yearly basis while in the program.
Health Insurance:
Submit documentation of current Health Insurance.

Students will be required to stay current with the above requirements while in the program.

Accepted students will also receive an email detailing program information pertaining to scrubs, loupe eyewear and instruments that will be purchased by students during the first month of fall semester.



Frequently Asked Questions

When is the deadline to apply?

March 1.

How do I apply?

Go to: www.ndscs.edu/apply

Complete the NDSCS Admission Procedures, if you have not attended NDSCS, or complete a re-application form if you have previously attended or are a past graduate of NDSCS.

Once you have completed the NDSCS Application for Admission, complete the Supplemental Program Application for Dental Hygiene located at www.ndscs.edu/dental and click on Program Selection Process to review the selection requirements.

A visit to campus and the program is highly recommended.

What is the difference between a Dental Hygienist and a Dental Assistant?

The biggest difference between the dental team members is that a dental assistant provides direct aid to dentists, conducting office tasks, and small, supervised procedures in the patient's mouth, while the dental hygienist works one-on-one with the patient providing treatment.

Can I apply for the Dental Hygiene Program and the Dental Assisting Program?

Yes, just indicate an interest in both programs on your NDSCS Application for Admission and contact the program to ensure your application is part of both programs' selection processes. Observation hours would need to be completed for both programs.

What admission requirements do I send to the Enrollment Services office?

- Application for admission and the \$35 fee
- Official final high school transcript
- Official college transcripts for all colleges attended
- Twelve college semester credits with a minimum GPA of 2.50 or higher

What requirements do I send to the Dental Hygiene Program?

- Verification of 4 hours observation of a dental hygienist. Note: professional attire is expected during your observation at the dental office – no jeans, t-shirts or jewelry. Have the dental office email sonja.fenske@ndscs.edu or fax form to: 701-671-3410. ***Credit will not be awarded for hours submitted by applicant; hours must be submitted by the dental office.***
* If you are also applying to the Dental Assisting program, observation hours must also be completed and submitted for observing a Dental Assistant.
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- Documentation of In-progress Grades form
- Self-Reporting Course Completion/Grade Reporting form
- Essential Functions Verification form

What are the pre-requisite courses for the Dental Hygiene Program?

Must be complete by January 1 (passed with a “C” or higher):

- Introductory Chemistry (CHEM 115 and CHEM 115L)
- Anatomy and Physiology I (BIOL 220 and BIOL 220L)
- College Composition I (ENGL 110)

Must be complete by May 15 (passed with a “C” or higher):

- Anatomy and Physiology II (BIOL 221 and 221L)

Are there any additional courses that are recommended that are not prerequisites or corequisites?

Additional admission points are awarded for the following courses (passed with a “C” or higher):

- Introduction to Organic and Biochemistry (CHEM 116 and 116L)
- Elementary Statistics (MATH 210)

I completed some of my courses at a different college. How do I know which courses will transfer to NDSCS?

Email enrollment records at ndscs.studentrecords@ndscs.edu or call 701-671-2521

How do I submit my current grades to the Dental Hygiene Program?

You will submit both your *Self-Reporting Course Completion/Grade Reporting* form and the *Documentation of In-progress Grades* form included in this booklet. The program will contact the instructors you have indicated to obtain your current grade to award selection points. Points **WILL NOT** be awarded for grades submitted by the applicant.

What is the Basic Entrance Test and when do I take it?

- The Test of Essential Academic Skills for Allied Health (TEAS) is an aptitude test that measures basic essential skills in the academic content area domains of reading, mathematics, science and English and language usage. It is a four-section multiple-choice exam consisting of 170 questions.

To schedule a date to take the TEAS, please email trese.saar@ndscs.edu (preferred) or call 701-671-2984. The test must be taken by **March 1**. The cost of the test is \$65.00 payable by credit card the day of testing. A benchmark score of **50** must be achieved to apply to the program. One retake is allowed.

If an applicant wishes to complete the TEAS at a different testing site other than NDSCS, please contact ATI to inquire about the closest official ATI testing site. Official results must be sent by ATI to the program to meet the selection test requirement. Copies will not be accepted. Also, contact the program to inform them as to where you will be completing the test and the date.

A previous TEAS test can be used if it is the same version that is being utilized for the current selection process and an official copy is submitted by requesting a transcript be sent to the program from ATI.

Are there study materials I can use before taking the TEAS exam?

Yes, you can visit the website www.atitesting.com and click on ATI Store for a practice exam. There is also a study book available on the Wahpeton Campus (on reserve at the Mildred Johnson Library) and Fargo NDSCS location (check with front desk). This book can be reviewed at these two locations but cannot be checked out. There is also a study preparation course available from ATI called TEAS Smart Prep. For more information, visit www.atitesting.info

Who should I contact to make sure my application file is complete?

- Contact Enrollment Services to ensure college requirements are submitted at ndscs.admissions@ndscs.edu or phone 701-671-2203.
- Contact the Dental Hygiene program to ensure all program requirements are submitted by emailing sonja.fenske@ndscs.edu or calling 701-671-2967.

If I am not admitted can I reapply?

Yes, you may reapply, and the selection process will begin again for the next class. You will also need to contact the program to have your file rolled over to the next selection process.

Is there an Enrollment Deposit if I am accepted to the program?

Yes, there is a \$300 non-refundable capacity enrollment deposit payable by **April 1st** for selected students. This deposit is **not** an extra charge and will be applied toward your fall semester tuition.

How much will it cost to complete the Dental Hygiene program at NDSCS?

Visit the website at www.ndscs.edu/paying-for-college for current tuition/fees information. There is also information pertaining to scholarships, grants and loans. For a detailed list of current program specific expenses, please contact the program at alliedhealthcareers@ndscs.edu

How many classes/credits will I have each semester?

The course sequence/credits outline for the Dental Hygiene Program by semester is included in this booklet. Students will plan their individual program of study with their Dental Hygiene Faculty Advisor. Course descriptions are available via the website at www.ndscs.edu/academics (Catalogs).

How does clinical practice work?

Most clinical hours are completed in the NDSCS Dental Clinic, with patients making appointments through the clinic assistant. At various times during the program, students will recruit their own patients. Rotations will also be completed at various off-site locations, which students will need to provide their own transportation to. Board patients are also recruited by students.

Note: Information regarding policies pertaining to radiation safety, infectious diseases, and bloodborne pathogens are available upon request. Please email: alliedhealthcareers@ndscs.edu for more information.

Quick Resources		
Application to NDSCS	www.ndscs.edu/apply	800-342-4325 ext. 32225 or 701-671-2225
Schedule a Campus Visit	www.ndscs.edu/tour	800-342-4325 ext. 32521 or 701-671-2521
Transcripts/Transfer Credits	ndscs.studentrecords@ndscs.edu	800-342-4325 ext. 32521 701-671-2521
Financial Aid	ndscs.fin.aid@ndscs.edu www.ndscs.edu/paying-for-college	800-342-4325 ext. 2207 701-671-2207
Program Selection Process	sonja.fenske@ndscs.edu	800-342-4325 ext. 32984 701-671-2984
Schedule TEAS Assessment	trese.saar@ndscs.edu	800-342-4325 ext. 32984 701-671-2984
Information about Program/Career	brittany.summerville@ndscs.edu	800-342-4325 ext. 32333 701-671-2333
Program Advisement	rhonda.edwardson@ndscs.edu	800-342-4325 ext. 32334 701-671-2334

Allied Health Applicant English Language Learners (ELL) Placement

English proficiency is required for success as a student in an NDSCS Allied Health Program, and also as an employee in the healthcare field.

Applicants that have not completed **4 years of U.S. high school**, must take the English language proficiency exam(s) (listed below) and **achieve the benchmark score(s)** to apply to this program.

MELAB (includes Grammar, Reading/Comprehension, Vocabulary and Writing)

CaMLA (includes Pronunciation Assessment)

If applicant achieves the benchmark score (in all categories), the selection process to the program can continue. If the benchmark is not achieved (in any category), the applicant cannot continue the selection process. It is then recommended that the applicant complete the ELL Program of Study and retest to meet the benchmark scores. If the scores are met, the applicant can apply for the next available selection process to the program.

To schedule the English language proficiency exam (MELAB and CaMLA) contact:

Carol Bishop, Coordinator
 Intensive English Language Program
 North Dakota State University, Fargo, ND
 701-231-8850
carol.bishop@ndsu.edu

Cost: \$7.00

Request test results be sent to: alliedhealthcareers@ndscs.edu

MELAB Benchmark Scores		
Michigan Score	Writing Score	Placement
Below 80	Below 85	Recommend completion of ELL Program of Study and retest to continue selection process
80+	85+	Applicant can continue selection process to Allied Health Program
CaMLA Scores (Pronunciation Test)		
14 or Below		Recommend completion of specific courses and retest to meet benchmark score to proceed with selection process
15 or Above		Applicant can continue selection process to Allied Health Program (co-requisite courses may be recommended dependent on score)



Dental Hygiene Program Competencies

At completion of the North Dakota State College of Science Dental Hygiene Program, the graduate will be competent to:

1. Collect, organize, record and analyze patient data for a diverse population of patients.
 2. Discuss and plan dental hygiene services in an effective and efficient manner.
 3. Demonstrate adequate preventive and therapeutic procedures for the promotion of oral health
 4. Integrate critical thinking in the evaluation of care provided and use evaluation results to modify treatment as necessary.
 5. Promote optimum oral health through individualized education.
 6. Promote optimum oral health through community involvement activities.
 7. Apply self-assessment principles.
 8. Evaluate scientific information and apply their knowledge and skills in the promotion of oral health.
 9. Manage the ethical and professional responsibilities of the dental hygiene profession and comply with state and federal regulations governing the practice of dentistry and dental hygiene.
-



Applicant Checklist

Applicant _____

Use the checklist below to track your application requirements and the date you submitted them to assure file completion by the deadline date of *March 1*. Always check with the program to ensure receipt of each item as incomplete files will NOT be considered for selection.

This checklist is for the applicants use only and does not need to be submitted as part of the selection process.

Application Requirement	Date Submitted
*Application for Admission	
*Official High School Transcript	
* Official ACT or Placement Testing Results	
*Official College Transcript(s)	
** Observation of Dental Hygienist form	
**Self-Reporting Course Completion/Grade Reporting form	
** Documentation of In-progress Grades form	
** ATI TEAS Test Results	
**Essential Functions Verification form	
** ESL (English as Second Language) test results (if applies)	

- * Submit to NDSCS Enrollment Services Office
- ** Submit to NDSCS Dental Hygiene Program

*NDSCS Enrollment Services Office
 Attn. Dental Hygiene Selection | 800 6th Street North | Wahpeton, ND 58076
ndscs.admissions@ndscs.edu
 701-671-2203 | fax 701-671-2201

**NDSCS Dental Hygiene Program
 Selection Process | 800 6th Street North | Wahpeton, ND 58076
sonja.fenske@ndscs.edu
 701-671-2967 | fax 701-671-3410

Scheduling and Taking Your Assessment Examination (Dental Hygiene)

The program you are applying to requires an admission assessment examination. The assessment utilized in this selection process is the Test of Essential Academic Skills (TEAS) by Assessment Technologies Institute (ATI). *Proctoring for these assessments is offered to applicants applying to NDSCS ONLY.*

Schedule Assessment

Email: trese.saar@ndscs.edu for testing dates/times and to schedule a testing date PRIOR to the selection deadline for the program you are applying to.

Testing Location: North Dakota State College of Science
 Allied Health Center (GAHC)– 213A
 800 6th Street North | Wahpeton, ND 58076

When scheduling your assessment keep in mind, only one retake is allowed per selection process, so it is highly recommended to schedule your assessment date well in advance of the application deadline to allow time to for a retake, if needed.

Create an Account

Once you have scheduled your assessment date, you will receive emailed directions for creating an account with ATI. Your account will need to be created PRIOR to your testing date. Bring your login and password with you the day of testing.

If you already have a previous ATI account established, do not create another one.

Day of Testing

Arrive 30 minutes prior to start time. Once testing has begun, late arrivals will not be allowed to test and will have to reschedule the assessment.

The examinee should have an ID which is government-issued with a current photograph and examinee's signature and permanent address. If the name and photograph does not match, the examinee will not be allowed to test.

Each tester will also sign the testing roster with their legal name and email address.

Test is payable via credit card by the applicant the day of testing. The cost of the assessment is \$65.00.

Personal belongings will not be allowed at the testing station. Backpack, purses, cell phones, etc. will need to be checked in prior to testing.

Calculators are not allowed. If a calculator is required for a question, one will appear on the testing screen.

Food or drinks are not allowed in the testing room.

A pencil and two pieces of paper will be distributed to each tester prior to the exam. The pencil and both pieces of paper must be turned in at the end of testing for the examinee to receive their score.

If you have already completed a TEAS Assessment and wish to use the score for this selection process, an official transcript must be ordered and sent to the program via ATI. Go to www.atitesting.com to order an official transcript. *If you completed this assessment at NDSCS for a different selection process, an official transcript does not need to be ordered. Contact the program to have the assessment moved into this selection process.



Self-Reporting Course Completion/Grade Reporting Form

Applicant _____

Pre-Requisite General Education Courses

Course Prefix	Course Title	Credits	College	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)
BIOL 220	Anatomy and Physiology I	3				
BIOL 220L	Anatomy and Physiology I Lab	1				
BIOL 221	Anatomy and Physiology II	3				
BIOL 221L	Anatomy and Physiology II Lab	1				
CHEM 115	Introductory Chemistry	3				
CHEM 115L	Introductory Chemistry Lab	1				
*MATH 210	Elementary Statistics	3				
ENGL 110	College Composition I	3				

*This course will earn bonus admission points if completed by March 1. It is not a required course in the program of study.

General Education Courses

Course Prefix	Course Title	Credits	College	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)
BIOL 213	General Pathology	3				
*CHEM 116	Introduction to Organic/Biochemistry	3				
*CHEM 116L	Introduction to Organic/Biochemistry Lab	1				
CIS 101	Computer Literacy	2				
COMM 110	Fundamentals Public Speaking	3				
ENGL 120	College Composition II	3				
MICR 202	Introduction Microbiology	3				

MICR 202L	Introduction Microbiology Lab	1			
NUTR 240	Principles of Nutrition	3			
PSYC 111	Introduction to Psychology	3			
SOC 110	Introduction to Sociology	3			

*These courses will earn bonus admission points if completed by March 1.

If any of the above courses have been completed as a transfer course or dual credit and have a different course prefix/course title, please list below:

Course Prefix	Course Title	Credits	College	**NDSCS Equivalent Course Prefix	Completed (indicate final grade)	In-Progress (indicate IP)	Verified (Office Use Only)

** Check to ensure the course transfers into NDSCS, and substitutes for a required course, access the Transfer Equivalency Site at: www.ndscs.edu/become-a-wildcat/identify-my-unique-needs/transfer-to-ndscs/

Submit this completed form as part of your selection process requirements:

Email: alliedhealthcareers@ndscs.edu or fax: 701-671-3415



Dental Hygiene Observation Hours

The application process to the North Dakota State College of Science Dental Hygiene Program requires applicants to observe a Dental Hygienist for 4 hours of practice in a dental office.

Please verify below that _____
(Applicant)

has observed a dental hygienist in your office for the 4-hour requirement.

(Dentist/Office)

(Address)

(City, State)

(Signature of Dentist or Dental Hygienist)

Please email or fax this form (**MUST BE submitted by the dental office to earn selection points**) by **March 1** to:

Email: sonja.fenske@ndscs.edu

Fax: 701-671-3410

Thank you for providing this experience for the applicants to our program.

(Applicant: Please schedule this observation well in advance with the dental office. Dress professionally; no jeans, t-shirts or jewelry)



Dental Hygiene Selection Process
Documentation of In-progress Grades
PLEASE PRINT NEATLY!

Student _____ **ID #** _____

Email _____ **Date** _____

The Dental Hygiene Program requires prerequisite courses prior to selection into the program. Please verify the class and instructors contact information if you are completing any prerequisite course(s) spring semester. Also include any course(s) you are completing that would earn bonus selection points. The program will then contact the instructor(s) after the **March 1st** selection process deadline to obtain your current grade in the course(s). Email this completed form to sonja.fenske@ndscs.edu Email the same address if additional forms are needed.

Class _____ **College** _____

Instructor Name _____

Email _____ **Phone Number** _____

Class _____ **College** _____

Instructor Name _____

Email _____ **Phone Number** _____

Class _____ **College** _____

Instructor Name _____

Email _____ **Phone Number** _____

Class _____ **College** _____

Instructor Name _____

Email _____ **Phone Number** _____



Essential Functions Verification

I have reviewed, understand and have the ability to perform the Essential Functions, with or without accommodations, for the program I am seeking admission to. We encourage you to contact us if you have any questions about or need accommodations by calling the NDSCS Student Accessibility Coordinator at 701-671-2623.

*If you do not have the ability to perform an Essential Function, with or without accommodations, a meeting with the Department Chair of the program you are applying to must be scheduled prior to continuing with the selection process.

Program Applying to _____

Print Name _____

Signature _____

Date _____ Email _____

Please verify:

English is my first language

English is not my first language

This form must be signed and submitted to the program to complete the selection process requirements.



NDSCS HEALTH PROGRAMS

- Dental Assisting
- Dental Hygiene
- Health Information Technician
- Medical Coding
- Nursing
 - Practical Nursing (AAS)
 - Registered Nursing (ASN & AAS)
- Occupational Therapy Assistant
- Emergency Medical Services (EMS)
 - Emergency Medical Technician (EMT)
 - Paramedic Technology
- Pharmacy Technician
- Liberal Arts Transfer
 - Nursing
 - Pharmacy
 - Social Work



North Dakota State College of Science

WHPETON | FARGO | ONLINE

Equal Opportunity Policy NDSCS adheres to the NDSCS college equal opportunity policy as stated in the *NDSCS Catalog*.

The North Dakota State College of Science is accredited by The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604, 800-621-7440.