



DENTAL HYGIENE APPLICATION AND INFORMATION PACKET

FALL 2017

Dental Programs

3400 Highway 95, Bullhead City, AZ 86442

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Please read this entire packet carefully

Make a copy of your completed application for your records.

RESOURCE PHONE NUMBERS

Table with 3 columns: Question/Topic, Department, Phone Number. Includes rows for admission process, transferable credits, TEAS appointments, and various dental program contact numbers.

Application Submission Information

Please mail or hand-carry your application to the following address by the deadline of March 1, 2017:

Dental Programs
Mohave Community College
3400 Highway 95
Bullhead City, AZ 86442

All materials listed on the Checklist for Dental Hygiene Application (page 6) should be in the envelope you submit.

YOU WILL BE NOTIFIED BY PHONE APRIL 1st IF YOU ARE IN THE INTERVIEW GROUP. Interviews will be scheduled by phone for selected candidates the first two weeks in April.

Important Reminders

Admission procedures for Mohave Community College and the Dental Hygiene Program are subject to change. It is important to use a new applicant packet for each application period. This packet contains the application requirements for fall 2017.

If you are re-applying, you must complete new application packet.

You must have an MCC ID # in order for transcripts to be evaluated. An MCC ID# is generated by applying to the institution. The online application can be found at: https://jics.mohave.edu/ics/Admissions_Apply_Online/. Complete step 1. Your student ID # will generate within 48 hours. You will be notified via email.

Schedule

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|------------------|--|
| December 1, 2016 | Information and Application packet available. |
| March 1, 2017 | Submit the following to Dental Programs or have it postmarked by this date: <ul style="list-style-type: none">• Fall 2017 Dental Hygiene application• Fall 2017 Prerequisite Form• Official sealed college transcript(s) from <u>all</u> colleges mailed directly to the Dental Programs from the college; foreign transcripts must have a United States evaluation; MCC transcripts should be unofficial• Copy of Dental Assisting Program Certificate (MCC program or ADA Accredited program), CDA Certificate, Arizona RAD Certificate and Arizona Coronal Polish Certificate• ATI TEAS 6 test score sheet• Work experience verification form(s) from employer in sealed envelope(s)• Registered Dental Hygienist Observation in a sealed envelope |

An email address is required on the Dental Hygiene application for notification of receipt of application materials.

**Please do not call or email Enrollment Services
or the Dental Programs to inquire about your status.**

Requirements for Application

Eligibility requirements for application to the Dental Hygiene Program:

- Mohave Community College student ID #
- TEAS test score of 58 or higher
- Demonstrate a minimum cumulative GPA of 2.8 in prerequisite courses
- Registered Dental Hygienist Observation

All prerequisites must be completed by the end of Spring Semester 2017.

Program Prerequisites

CHM 130 or higher	Fundamental Chemistry	4 cr.
BIO 201	Anatomy and Physiology I	4 cr.
BIO 202	Anatomy and Physiology II	4 cr.
BIO 205	Microbiology	4 cr.
ENG 101	English Composition I	3 cr.
ENG 102	English Composition II	3 cr.
PSY 101	Introduction to Psychology	3 cr.
SOC 131	Introduction to Sociology	3 cr.
COM 121 or COM 151 or COM 100	Oral Communications requirement	3 cr.

- All science courses must have been completed within the last 10 years (*Chemistry, Anatomy and Physiology, and Microbiology*). Limit may be waived upon presentation of credentials.
- **If a course is repeated, the course that is identified on Prerequisite Form will be the one evaluated.**

Program Co-requisites

CIS 110 or higher	Introduction to Computer Information Systems	3 cr.
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TEAS Exam

Applicants must take the Test of Essential Academic Skills (TEAS); **the test cannot be waived**, as it is part of the Selection Criteria. The required version of the exam is the ATI TEAS 6. Applicants may retest, however not on the same day. Exam scores within the last 12 months are acceptable.

The minimum accepted Adjusted Individual Total Score is 58%.

Choices for taking the TEAS:

1. Call the Mohave Community College Testing Center nearest you to schedule your testing appointment: Bullhead City Campus 928-758-3926 ext. 4409; Kingman Campus 928-757-4331 ext. 1246; Lake Havasu Campus 928-855-7812 ext. 3521. The fee is payable prior to your testing appointment.
2. Contact colleges or testing centers near you to find out if the TEAS is offered.

Study guides are available by calling Assessment Technologies Institute, LLC toll-free at 1-800-667-7531 or <http://www.atitesting.com>.



Test of Essential Academic Skills (TEAS) ATI TEAS 6

REGISTRATION:

- **Pre-registration is required.** To pre-register, go to www.atitesting.com to create a user name and password. This information is needed on your testing day.
- The fee for the TEAS exam is \$60.00 for MCC students and \$70.00 for non-students.
- The fee is payable prior to your testing appointment at any campus Enrollment Services office.

WHAT TO BRING TO THE TEST CENTER:

1. Positive photo bearing identification (passport, driver's license, student identification card)
2. Your receipt
3. The test will take approximately 4 hours

Selection Criteria for Fall 2017

<u>Part 1: Selection to Interview</u>	<u>Max Points</u>
Prerequisite courses:	124
Cumulative Quality Points (calculated on Prerequisite Form - page 7)	
ATI TEAS 6 Score:	100
Adjusted Individual Total Score	
Work Experience:	10
2000 hours of dental experience (1 point for every 200 hours up to 10 points)	
Dental Assisting Education:	10
MCC Program or ADA Accredited Program = 10	
Dental Assisting Certification:	10
Certified Dental Assistant (CDA) = 10 points OR	
Arizona Radiologic Proficiency Certification (RAD) = 5 points AND/OR	
Arizona Coronal Polish Certification = 5 points	
Academics:	
CIS 110 completion = 2 points AND/OR	12
Arizona General Education Curriculum (AGEC) completion = 5 points AND/OR	
Introductory Statistics MAT 211 or equivalent = 5 points	
Residency:	10
Arizona = 5 points	
Mohave County = 5 points OR	
Arizona Western College = 5 points	
Total Possible Points	<u>276</u>

Part 2: Selection to Program

The selected candidates with the highest ranking will be notified by email in early April and invited to interview. Prior to the interview, candidates will complete a written essay.

Interview/Overall Impression:

Candidate scores are dependent upon their professional dress, communication skills, and the ability to understand questions, problem solve and critically think through an answer to each question. 30%

Admissions Essay:

Points are scored on grammar, spelling, vocabulary, punctuation, the ability to follow directions and overall organization of the paper. 30%

Selection to Interview Score (from Part 1 above)

40%

Total Possible Percentage:	<u>100%</u>
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The candidates with the top 18 scores will be offered a position in the upcoming class. Result letters will be e-mailed on or before June 1st to inform applicants of their program status.

DENTAL HYGIENE APPLICATION

Admission Fall 2017

Please check the appropriate boxes. This page and Prerequisite Form must be filled out completely and sent with your application packet each year. The deadline for submission of the packet for Fall 2017 is March 1, 2017.

There is currently no application fee for the Dental Hygiene Program.

Place all items checked off below in a single large envelope and hand-carry or postmark by March 1, 2017 to:
Mohave Community College, Dental Programs, 3400 Highway 95, Bullhead City, AZ 86442.

Transcripts should not be included in the packet. Official sealed transcripts MUST be mailed directly to Dental Programs from the granting institution. Unofficial transcripts from MCC are preferred and may be included in the packet.

Name: _____ MCC #: _____
Address: _____ Phone #: _____
City/State: _____ Zip Code: _____
Email address: _____

- Official sealed college transcripts from all colleges attended must be sent directly to MCC Dental Programs. Transcripts for institutions not in English require a notarized official translation. Number of transcripts _____
- MCC Unofficial Transcript
- Prerequisite G.P.A. (figured on Prerequisite Form, page 7) _____
- TEAS score sheet. Date taken _____ Adjusted Individual Total Score _____
- In sealed envelope(s) from employer(s):
Dental experience (enter total hours and number of work verification forms):
Make copies as needed of form on page 8. Total Hours _____ # of Forms _____
- RDH Observation
- Dental Assisting Certifications

Have you ever been accepted to a hygiene program? Yes ___ No ___

If Yes, when and where? _____

Your application allows the Dental Programs Director to request behavioral records from current and prior institutions of higher education. Please note that having a charge does not preclude consideration for the Dental Programs. You will be given an opportunity to address any charges, should any be discovered, with the selection committee.

Admissions Application for Fall 2017

Prerequisite Form

Please complete the following information concerning the required Dental Hygiene prerequisite courses. **Any application that is incomplete on March 1, 2017 will automatically disqualify the applicant for consideration.**

- All prerequisites must be completed by the end of Spring Semester 2017. No exceptions.
- All science prerequisites (Chemistry, Anatomy and Physiology, Microbiology) must have been taken within the last 10 years.
- Each prerequisite must be completed with a minimum grade of 2.0.

*Cumulative
Prerequisite GPA
below 2.8 will not
be considered.*

To find the grade points for each letter grade, please use the following conversions:

A= 4.0 points B =3.0 points C= 2.0 points

Enter the college name and course number/title (if taken elsewhere), term/year taken, credit hours and grade point (in numeric form) that you want us to consider. Please add together and divide by the number of grade points for courses that are the same (ie. Chemistry and the Chemistry Lab). Do not include courses other than those listed below. If you are currently enrolled in a course, in the grade column write IP (in progress).

For each course, multiply the grade point by the number of credit hours to obtain the "quality points" (QP).

Example: 4.0 (grade point) x 4 (credit hours) = 16 quality points (QP)

Total up the "quality points" and divide by the total number of credit hours to obtain the "grade point average" (GPA).

Example: 120 quality points / 31 credit hours = 3.87 GPA

College Name	MCC Course # /Title	Other College #/Title	Term/Yr	Grade	Cr Hrs	QP
<i>EXAMPLE: Molar Univ.</i>	<i>COM 121 or 151 – Oral Comm.</i>	<i>COM 230- Comm.</i>	<i>Fall/08</i>	<i>B</i>	<i>3</i>	<i>9</i>
	CHM 130 – Fundamental Chemistry					
	BIO 201 – Anatomy & Physiology I					
	BIO 202 – Anatomy & Physiology II					
	BIO 205 - Microbiology					
	PSY 101 – Intro to Psychology					
	SOC 131 – Intro to Sociology					
	ENG 101 – English Composition I					
	ENG 102 – English Composition II					
	COM 121 or 151 or COM 100.					
Totals						

Prerequisite GPA

Name
MCC Student ID

Transcripts being sent from the following institutions:

1. _____
2. _____
3. _____

EMPLOYEE DENTAL WORK VERIFICATION

(For Fall 2017 Dental Hygiene application file)

Credit toward admission into the Dental Hygiene Program is given for volunteer or paid work experience in a dental office. One (1) point will be awarded for each 200 hours of experience, up to 2000 hours, for a maximum award of 10 points.

Employee: _____ Start date: _____

Position: _____ End date: _____

Total hours worked: _____
(Please do not enter hours per week.)

Specific duties:

Would you hire this person again? YES NO MAYBE

Employer: _____

Address: _____

Employer's signature

Phone #: _____

Date

Required for verification

This form must be returned to the applicant in a sealed envelope, with your signature across the seal, so that the applicant may turn it in with the application materials; he/she will not receive recognition for the work if not submitted.

REGISTERED DENTAL HYGIENIST OBSERVATION VERIFICATION

(For Fall 2017 Dental Hygiene application file)

Applicants to the Dental Hygiene Program must complete 16 hours of observation. This observation must take place between December 1, 2016 and March 1, 2017. The hours may be divided between more than one RDH and office. Make copies of this form as needed.

Applicant: _____

Observation date(s): _____

Observation time(s) _____

Total hours observed: _____

Applicant observed the following:

Check below	Procedure	Check below	Procedure
	Child Prophylaxis		Adult Prophylaxis
	Root Debridement		Radiographs
	Fluoride Treatment		Anesthesia

Applicant has an understanding of dental hygiene job duties and responsibilities. Yes No

Applicant has an understanding of the rigor of a dental hygiene program. Yes No

Applicant has an understanding of dental hygiene licensure requirements. Yes No

RDH name: _____

Address: _____

RDH signature

Phone #: _____

Date

Required for verification

This form must be returned to the applicant in a sealed envelope, with your signature across the seal, so that the applicant may turn it in with the application materials; he/she will not receive recognition for the observation if not submitted.

Other Information (keep for your reference)

Please make copies as needed of the forms provided in this packet.

There is currently no fee for the dental hygiene application.

All prerequisites must be completed by the end of Spring Semester 2017 to apply for Fall 2017. Each prerequisite must be completed with a minimum GPA of 2.0. **No exceptions.**

If you are re-applying, you must complete a current Dental Hygiene application, RDH Observation Verification and Prerequisite Form, and submit updated copies of transcripts, TEAS score and work verification forms if anything has changed since the previous application period. Contact the Dental Programs (928-704-7797) to reactivate your application file. Applications are kept on file for two years.

All materials listed on the Dental Hygiene application (page 6) should be in the envelope you submit.

Official transcripts **MUST** be mailed directly to the Dental Programs Department by the granting institution. Unofficial transcripts are preferred for classes taken at Mohave Community College.

Refer to <http://www.mohave.edu/academics/certificates/dentalhygiene/dental-hygiene-application-information/> for Applicant Information.

All applicants will receive notification of their status e-mailed the first part of June.

Answers to Frequently Asked Questions:

- Q) Can I observe a dentist for the Registered Dental Hygienist Observation?
A) No, you must observe a Registered Dental Hygienist.
- Q) Do most accepted students have dental experience?
A) About half of the students accepted into our program have previous dental experience.
- Q) How do I apply to MCC?
A) You can apply online at: <http://www.mohave.edu/admission-to-mcc/> An MCC student number is needed to have official transcripts evaluated by the Registrar. A student number is generated with the MCC application.
- Q) Do you accept students from outside of Mohave County?
A) Yes, we have had students from all areas of Arizona as well as other states including Nevada, California, Oregon, Illinois, Washington, Utah, South Dakota, Montana and Missouri. Students from outside Arizona are charged Out-of-State tuition.
- Q) Does MCC have campus housing?
A) No, MCC does not have dormitories available. However, there are many rental opportunities for students.
- Q) Am I eligible for Financial Aid?
A) Contact MCC Connect for more information at 866-664-2832.

Do not call or email Enrollment Services or the Dental Programs to inquire about your status.

After You Are Admitted to the Fall 2017 Program

Students must signal their intent to enroll in writing to the Dental Programs within two weeks of acceptance. A \$500 deposit must accompany the letter of intent.

The Dental Hygiene Program utilizes PreCheck to manage student health, immunization, criminal background status as well as drug testing and results.

Students accepted into the program will be required to provide verification of the following:

- ✓ Physical exam by a health care provider within the last year.
- ✓ Professional eye exam within the last year.
- ✓ **Verification of each of the following vaccinations:**
 - Negative TB test results by Mantoux method, from Health Department or private physician, within the last year.
 - Second measles, mumps and rubella vaccinations, or laboratory proof of immune status.
 - Polio booster, if previous one was before 1961.
 - Hepatitis B vaccination – proof of all 3 vaccinations.
 - Tetanus – within-10 years
 - Varicella – proof of 2 vaccinations, proof of diagnosis or verification of a history of disease by a health care provider or laboratory proof of immune status.
- ✓ Proof of health insurance. Students who do not have health insurance may inquire about student accident and sickness insurance at Enrollment Services.
- ✓ American Heart Association Health Care Provider CPR card. Students must maintain AHA CPR certification while enrolled in the Dental Hygiene Program.

A packet with the admissions checklist, forms necessary for medical exams, a registration form for the fall semester courses and other information to prepare for the orientation and the start of the fall semester will be e-mailed after the letter of intent and deposit are received.

During the summer students will be contacted by second-year hygiene students assigned as their “big sister/brother”. They will mentor them through the first year.

A copy of the curriculum can be found in the College catalog.

The Dental Hygiene Program is accredited by the American Dental Association (ADA) Commission on Dental Accreditation (CODA). In addition, Mohave Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.
