



DIPLOMA IN EXPANDED DUTY DENTAL ASSISTING APPLICATION

Aiken Technical College

Health Sciences/Allied Health

Diploma in Applied Science: Major Expanded Duty Dental Assisting

2018 Admission Information

The Diploma in Applied Sciences with a Major in Expanded Duty Dental Assisting prepares the student to work closely with the dentist as a chair-side assistant, office manager, and laboratory assistant providing preventative and restorative care. The program is accredited by the Commission on Dental Accreditation of the American Dental Association. A program graduate may be eligible to take the Dental Assisting National Board Examination to become a Certified Dental Assistant.

ADMISSION REQUIREMENTS

1. The following courses must be completed with a grade of "C" or better **prior** to admission into the Expanded Duty Dental Assisting program:
 - All Required Developmental Courses
 - All General Education Course Requirements
2. Students must have a minimum 2.5 cumulative grade point average (GPA) on all college courses to be considered for admission to the program.
3. Students must complete the check sheet for the ATC Expanded Duty Dental Assisting Program and submit to the ATC Admissions by **May 25, 2018** to be considered for the Fall 2018 class. All information requested on the check sheet must be included or the application will be considered incomplete. **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR ADMISSION TO THE EDDA PROGRAM.**
4. Student completing courses through non-ATC exemption exams should note that no points are awarded for successful completion of CLEP, AP or DANTES examinations.

CLINICAL PRACTICUM

Students are required to have reliable transportation to attend clinical sites during the summer semester. Clinical sites are located throughout the community.

GENERAL EDUCATION (13 CREDITS)

BIO 112 Anatomy and Physiology	4
ENG 160 Technical Communications	3
MAT 101 Beginning Algebra	3
PSY 105 Personal/Interpersonal Psychology	3

MAJOR COURSE REQUIREMENTS (38 CREDITS)

AHS 113 Head and Neck Anatomy	1
DAT 105 Documentation and Charting	3
DAT 113 Dental Materials	4
DAT 115 Ethics and Professionalism	1
DAT 118 Dental Morphology	2
DAT 121 Dental Health Education	2
DAT 122 Dental Practice Management	2
DAT 123 Oral Medicine/Oral Biology	3
DAT 124 Expanded Functions	1
DAT 127 Dental Radiology	4
DAT 154 Clinical Procedures I	4
DAT 164 Clinical Procedures II	4
DAT 177 Dental Office Experience	7

TOTAL CREDITS **51**

ONCE ACCEPTED into this program students must submit documentation of the following:

- Physical exam (form provided by ATC)
- TB skin test or Chest X-ray
- Hepatitis B vaccine series with antibody titer or declination statement
- Proof of current immunizations
- Current CPR certification

ADDITIONAL FEES

- Students will also be required to purchase liability insurance which will be added to their Fall tuition
- Students may be exposed to blood-borne pathogens or infectious diseases when in the clinical setting and are required to follow written infection control protocol. Students may obtain a copy of policies associated with blood-borne pathogens and infectious disease by contacting the EDDA program coordinator, Mrs. Amelia Johnson.

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Diploma in Applied Science: Major Expanded Duty Dental Assisting
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Expanded Duty Dental Assisting

Admission Information for Fall 2018

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The Diploma in Applied Sciences with a Major in Expanded Duty Dental Assisting prepares the student to work closely with the dentist as a chair-side assistant, office manager, and laboratory assistant providing preventative and restorative care. The program is accredited by the Commission on Dental Accreditation of the American Dental Association. A program graduate may be eligible to take the Dental Assisting National Board Examination to become a Certified Dental Assistant.

Application Timeline:

<i>Application Deadline</i>	<i>Semester to Start Program</i>
May 25, 2018 by 1:00 p.m.	Fall 2018 (August)

General Requirements (all required documents must be attached for consideration)

- Applicants must have completed all required general education courses, BIO 112, ENG 160, PSY 105 and MAT 101 with a grade of “C” or better prior to the application deadline.
- Applicants must have a cumulative GPA of 2.5 (**considering all academic course work, including prerequisites, within the last 10 years**). Cumulative GPA will be calculated by ATC personnel upon receipt of application in accordance with the Health Sciences Division guidelines for GPA calculation.
- Credit is awarded for eligible Advanced Placement (AP) coursework, provided valid proof is provided of successfully passing the related AP exam. Credit is also awarded for non-ATC exemption exams such as CLEP or DANTES. **No admissions points are awarded for high school AP credit or for successful completion of a CLEP or DANTES examination.**
- A criminal background check is required prior to clinical rotations. Depending on the result of the background check, a student may not be able to participate in clinical and may be withdrawn from the program.
- Students may be exposed to blood-borne pathogens or infectious diseases when in the clinical setting and are required to follow written infection control protocol. Students may obtain a copy of policies associated with blood-borne pathogens and infectious disease by contacting the EDDA Program Coordinator, Mrs. Amelia Johnson.
- Once admitted to the program, students must **submit documentation** for each of the following:
 - A physical exam (College form to be provided)
 - 2-step TB skin test or chest X-ray
 - Hepatitis B vaccine series with antibody titer, or declination statement
 - Proof of current immunizations
 - Current CPR certification (available at ATC/fee required)
- Once admitted, students are required to have **reliable transportation** for clinical rotations. Clinical sites are assigned and are determined by availability at medical facilities. Students are required to **purchase uniforms** for clinical experiences, have all **supplies** required, and be **physically able** to meet the clinical requirements.
- Once admitted, students must purchase **liability insurance** (cost will be added to tuition and fees).
- Applicants whose first language is not English must submit official TOEFL scores. A minimum score of 78 on the computer-based exam is required to be eligible to apply to the program. English as a Second Language (ESL) courses are strongly recommended.

Aiken Technical College

Expanded Duty Dental Assisting

Expanded Duty Dental Curriculum

Course Number	Course Name	Semester Credit Hours
<i>Prerequisites</i>		
ENG 160	Technical Communications	3
BIO 112	Basic Anatomy and Physiology	4
PSY 105	Personal/Interpersonal Psychology	3
MAT 101	Basic Algebra	3
<i>Major Course Requirements</i>		
AHS 113	Head and Neck Anatomy	1
DAT 105	Documentation and Charting	3
DAT 113	Dental Materials	4
DAT 115	Ethics and Professionalism	1
DAT 118	Dental Morphology	2
DAT 121	Dental Health Education	2
DAT 122	Dental Practice Management	2
DAT 123	Oral Medicine/Oral Biology	3
DAT 124	Expanded Functions	1
DAT 127	Dental Radiology	4
DAT 154	Clinical Procedures I	4
DAT 164	Clinical Procedures II	4
DAT 177	Dental Office Experience	7
Total Semester Credit Hours		51

Aiken Technical College

Expanded Duty Dental Assisting

Please submit this form to the Enrollment Services Center, Room 152

Name (Please print): _____ Date: _____

Student ID: _____

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: _____ Cell Phone: _____

Email: _____

Application Checklist

- ☐ Copies of unofficial transcripts from all previous colleges attended (including ATC) are attached. List below all colleges attended:

- ☐ Cumulative GPA is 2.5 or higher (**considering all academic course work, including prerequisites, within the last 10 years**)

Unofficial GPA: _____ (calculated by student)

Official GPA: _____ (calculated by College personnel)

- ☐ The following prerequisite courses must be completed prior to submission of this application. Grades for these courses must be "C" or better to be considered, and **the courses must have been completed within the last 10 years.**

<u>Course</u>	<u>Semester</u>	<u>Grade</u>
BIO 112	_____	_____
ENG 160	_____	_____

- ☐ MAT 101 and PSY 105 will be completed prior to the start of fall classes.

- ☐ Additional degrees/licenses/certifications are attached. List those below:

- ☐ TOEFL scores are attached (if English is not your first language)

The deadline for Fall 2018 admission is May 25, 2018, by 1:00 p.m.

All required documentation must be attached for consideration.

Aiken Technical College

Expanded Duty Dental Assisting

Scoring Matrix

EDDA program applicants will receive points toward based on the following criteria:			
		Point Value	Points Earned
BIO 112 (or the average of BIO 210 and 211)			
	Grade of A:	2	
	Grade of B:	1	
ENG 160 (or the average of ENG 101 and SPC 205)			
	Grade of A:	2	
	Grade of B:	1	
2. Required General Education courses completed:			
MAT 101 or MAT 102 or MAT 110	Grade of A or B:	1	
PSY 105 or PSY 201	Grade of A or B:	1	
3. Aiken County resident (one point if applicable; based on ATC database)		1	
4. Completed 12 or more credits at ATC (one point if applicable)		1	
5. Earned degree(s) (one point for each as applicable)			
	Master's Degree	3	
	Bachelor's Degree	2	
	Associate's Degree	1	
Maximum Points		11	Total

Student selection will be based on total score beginning with the maximum and descending until the class capacity is met. Students with identical point totals will be admitted in order of their (highest) cumulative GPA.

Application has been reviewed by a representative of the Enrollment Services Center:

Signature: _____ Date: _____

Application has been received by the Expanded Duty Dental Department:

Signature: _____ Date: _____

Application has been received by the Expanded Duty Dental Department:

Signature: _____ Date: _____