



Health & Human Services Division
 Lansing Community College
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Dental Hygiene 2023 Advising Guide

Application Deadline: May 1 | Admission for Fall 2023

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GENERAL PROGRAM INFO

This program is Selective Admissions, which means admission is on a competitive basis and does have program-specific entrance requirements. Admission is determined using a point system; those with the highest total points will be selected for the available seats.

The program admits once a year and starts every Fall semester (August). Upon program completion, students earn a **Dental Hygiene Associate of Applied Science degree** from LCC. Prior healthcare experience is not needed to pursue the Dental Hygiene program. For more information on this program and career, visit the [program website](http://www.lcc.edu/academics/degrees/) (www.lcc.edu/academics/degrees/).

| Application Deadline | Number of Students Admitted Annually | Program Duration (once admitted) | Program Format |
|----------------------|--------------------------------------|-------------------------------------|---|
| May 1 | 24 | 2 Years (5 semesters) | In-Person <i>*Some courses are hybrid (50% online)</i> |

APPLICATION PROCESS

Follow the steps below to apply to Lansing Community College's (LCC) Dental Hygiene program. Admission into the college does not guarantee entrance into a Selective Admissions program. For questions about the application process, email selective_admissions@star.lcc.edu.

1. **APPLY TO LCC:** If you are not currently and have never been an LCC student, [apply to the college](http://www.lcc.edu/admissions-financial-aid/get-started/) (www.lcc.edu/admissions-financial-aid/get-started/). It's FREE!
2. ***TRANSFER STUDENTS:** Have **ALL** of your previous colleges send official transcripts directly to LCC's Registrars Office by **April 1st**. Courses must transfer into LCC as the exact class to satisfy an admission requirement.
 - a. Find out where to send your transcripts and how your classes will transfer to LCC using our [equivalency site](http://lcc.edu/academics/transfer/equivalencies/) (lcc.edu/academics/transfer/equivalencies/). Students submitting non-US transcripts for credit transfer evaluation should request a credit evaluation report to be sent directly to LCC Registrars Office. The report must be prepared by a member organization of the [National Association of Credential Evaluation Services, Inc. \(NACES\)](http://www.naces.org/) (www.naces.org/). Contact one of the NACES member organizations listed at naces.org to obtain a credit evaluation request form.
 - b. ***The following grading scale will be used to convert letter grades to numerical:**

| | | | | | | |
|---------|----------|----------|---------|----------|----------|---------|
| A = 4.0 | A- = 3.7 | B+ = 3.3 | B = 3.0 | B- = 2.7 | C+ = 2.3 | C = 2.0 |
|---------|----------|----------|---------|----------|----------|---------|

3. **ATTEND A MANDATORY DENTAL HYGIENE INFORMATIONAL SEMINAR:** Candidates must attend one of these online sessions **before** applying to the program. Attendance must be within 2 years of applying. [Go here to register](https://signup.com/go/feOBDpW) (https://signup.com/go/feOBDpW) for the seminar. *Limited sessions are offered between September and March. Interested students are encouraged to attend this as early-on in their Dental pathway as possible.
4. **MEET WITH AN ACADEMIC ADVISOR FOR COURSE PLANNING:** Schedule an appointment with an academic advisor by calling 517-483-1957 option 4. The lead health careers advisors are Eric Bennett, Matt Boeve, Angela Kuhlman, and Barb Line (Livingston campus). **To get the most out of your appointment transfer transcripts should be on record with LCC prior to meeting with an advisor.*
5. **COMPLETE COURSE ADMISSION REQUIREMENTS:** See the next page for a list of requirements that must be completed to be eligible to apply.
6. **SUBMIT SELECTIVE ADMISSION APPLICATION & PAYMENT BY MAY 1:**
 - a. Once you have completed the steps above and the admission requirements are either complete or you are on track to finish them during the Spring semester, submit the online [Selective Admissions Application](http://www.surveymonkey.com/r/HHS-SelectiveAdmissionApplication) (www.surveymonkey.com/r/HHS-SelectiveAdmissionApplication).
 - b. Then pay the \$20 non-refundable application fee at the [Selective Admissions Store](https://secure.touchnet.com:443/C20118_ustores/web/store_main.jsp?STOREID=43&FROMQRCODE=true&SINGLESTORE=true) (https://secure.touchnet.com:443/C20118_ustores/web/store_main.jsp?STOREID=43&FROMQRCODE=true&SINGLESTORE=true). **The application and payment are due May 1st.**

ADMISSION REQUIREMENTS

Applicants must be a minimum of 18 years old and complete ALL of the following to be eligible for admission. **Coursework must be successfully completed by the end of LCC's Spring semester to be considered.** To allow for faster admission decisions, **courses and degrees completed at other colleges during the semester of the deadline are not accepted.** Only courses listed on your LCC record, which includes transfer credit, can be used to satisfy an admission requirement. Completion of the requirements does not guarantee admission into a Selective Admission program.

| ADMISSION REQUIREMENTS | SEE NOTE (NEXT PAGE) | MINIMUM GRADE |
|---|-------------------------|---------------|
| Attend the mandatory Dental Hygiene Informational Seminar. <i>*Must be completed with 2-Years of applying.</i> | <i>See Pg. 2</i> | N/A |
| BIOL 201 <u>AND</u> BIOL 202 <u>or</u> BIOL 145 <i>*BIOL 201 & 202 is recommended for transferability</i> | 1 | 2.5 / B- |
| BIOL 203: Microbiology | 1 | 2.5 / B- |
| CHEM 120: General Organic & Biological Chemistry | 1 | 2.5 / B- |
| MATHEMATICS APPLIED DEGREES GENERAL EDUCATION: MATH 119, 120, <u>or</u> any course from the Mathematics "College Algebra" section of the Applied Degrees General Education list (lcc.edu/academics/catalog/general-education/index.html). <i>*Statistics will not fulfill this requirement.</i> | | 2.0 / C |
| ENGLISH COMPOSITION APPLIED DEGREES GENERAL EDUCATION: ENGL 121, 122, 131, <u>or</u> 132 <i>*Other courses cannot be substituted</i> | 2 | 2.0 / C |
| COMMUNICATIONS APPLIED DEGREES GENERAL EDUCATION: COMM 110, 120, 130, <u>or</u> 240 <i>*Other courses cannot be substituted</i> | 2 | 2.0 / C |
| SOCL 120: Introduction to Sociology | | 2.0 / C |
| PSYC 200: Introduction to Psychology | | 2.0 / C |

ADMISSION REQUIREMENT NOTES:

1. Science courses (BIOL & CHEM) must be completed within 5 years of the application deadline. Courses must transfer into Lansing Community College (LCC) as the exact class to satisfy the admission requirement.
2. The general education requirement for English and/or Communication will be waived by Selective Admissions ONLY IF the student has an Associate's or higher degree AND there are no classes completing the requirement(s) on the student's academic record. Official transcripts on record with LCC's Registrars office must show proof of degree.

***TRANSFER STUDENTS:** Only courses and degrees completed at LCC during the semester of the deadline are accepted. Official transcripts from **ALL** transferring colleges must be on file with LCC's Registrars office by **April 1st** to be considered. **Maximum points will be deducted if transcripts are not received for all colleges attended** – except international schools. See page 2 for the grading scale used to convert letter grades to numerical.



POINT SYSTEM

Admission into this program is competitive. Applicants who complete all of the admission requirements will be ranked using the following point system. Those with the highest total points will be selected for the available seats. **Admission decisions are made mid-June.**

| POINT CRITERIA | SEE NOTE | YOUR POINTS |
|--|------------------|-------------|
| Points can be awarded for ONE of the following: <ul style="list-style-type: none"> • 2 points: Graduate of an Accredited Dental Assisting program • 2 points: Minimum 2 years (20+ hours/week) of paid work experience working chairside as a Dental Assistant. • 1 point: Minimum 6 months of direct-patient care work experience. | 1 & 2 | |
| Points can be awarded for ONE of the following: <ul style="list-style-type: none"> • 3 points: Associate degree • 4 points: Bachelor's or higher degree | 1 & 3 | |
| The following points are awarded based on GPA in BIOL 145/BIOL 201 & 202, BIOL 203, and CHEM 120: <ul style="list-style-type: none"> • 48 points: 3.76-4.00 • 46 points: 3.51-3.75 • 43 points: 3.26-3.50 • 40 points: 3.01-3.25 • 36 points: 2.76-3.00 • 32 points: 2.51-2.75 • 27 points: 2.26-2.50 • 22 points: 2.01-2.25 • 16 points: 2.00 | 4 | |
| The following points are awarded based on GPA in MATH, ENGL, COMM, SOCL 120, and PSYC 200: <ul style="list-style-type: none"> • 20 points: 3.51-4.00 • 16 points: 3.01-3.50 • 12 points: 2.51-3.00 • 8 points: 2.01-2.50 • 4 points: 2.00 | 4 | |
| Points are awarded based on the highest grade earned in <u>each</u> of the following <u>optional</u> courses. 4.0=5 points, 3.5=4 points, 3.0=3 points, 2.5=2 points, 2.0=1 point <ul style="list-style-type: none"> • BIOL 204: Microbiology Lab • STAT 170 <u>OR</u> STAT 215 | 1 & 5 | |
| All applicants will receive 10 points . Two points will be deducted for each repeat in a required or additional point course. A maximum of 10 points can be deducted. | 6 | |
| YOUR TOTAL POINTS: | | |

POINT SYSTEM NOTES:

1. This point criteria is optional. Only applicants who meet the criteria will earn points in this category.
2. Dental Assisting experience must be within 5 years. To earn points, appropriate documentation must be attached to your application (*preferred*) or emailed to **selective_admissions@star.lcc.edu** by the application deadline. Proof of dental assisting work experience must be documented by the HR department or a supervisor on business letterhead and include dates of employment, position title, and a brief description of duties. **Dental Assisting graduates must provide a certificate from a CODA accredited program to earn points.**
***Direct-patient care is defined** as giving one-on-one medical attention to patients in a healthcare setting. Examples of direct-patient care job duties include taking vitals, administering medication, assisting with mobility, helping the patient with hygiene/bathing, carrying out medical treatment plans, giving general medical care, etc. Direct-patient care must be a primary job responsibility to earn points.
3. To earn points, transfer students must show proof of degree by April 1st via an official transcript sent to LCC's [Registrars office](http://lcc.edu/academics/transfer/equivalencies/) (lcc.edu/academics/transfer/equivalencies/). Applicants who earn(ed) their degree at LCC will automatically be awarded points for this criteria. To determine if you are eligible for a degree at LCC, meet with an academic advisor early on in the Spring semester for a degree audit. Students must submit a degree application by March 15th to earn a Spring semester degree. *More information is available at www.lcc.edu/admissions-financial-aid/registrar/forms.html#degree.*
4. The highest grade will be used for GPA calculation. If an admission requirement is satisfied via an AP exam, CLEP score, or degree, it will not be included in the GPA calculation.
5. A statistics course is recommended for students planning to transfer to a Bachelors program; contact your desired transfer school for specifics.
6. When reviewing point deductions for course repeats, withdraws and attempts at other institutions are considered. Only attempts within 5 years are reviewed for the science courses and 10 years for all other courses. Deductions are only given for a repeat or withdraw in an identical/equivalent course. For example, no deduction will be given if you earn a 1.0 in COMM 120 and then complete COMM 130 with a 4.0. **Maximum points will be deducted if transfer transcripts are not received for all colleges attended. This does not include international schools.**

In the case of a tie in total points, total number of points deducted for repeats followed by GPA of required science courses (A&P, BIOL 203, CHEM 120), and GPA of additional point courses will be used.

ACCREDITATION

LCC's Dental Hygiene program has been nationally accredited since 1970. On the last accreditation visit (July 27, 2017) the program was approved without reporting requirements. The program is accredited by:

[American Dental Association \(ADA\), Commission on Dental Accreditation](http://www.ada.org/en/coda/accreditation)

(www.ada.org/en/coda/accreditation) | 211 East Chicago Avenue – Chicago, Illinois 60611

Check out the Dental Hygiene section on HHS's [Advising Guides site](http://lcc.edu/hhs/advising-guides.html) (lcc.edu/hhs/advising-guides.html) for the program's mission statement, goals, and outcomes.

PROGRAM LAYOUT

Admitted applicants and those selected as an alternate will be required to attend a mandatory program orientation that typically occurs mid-July. Candidates are advised to plan Summer vacations accordingly.

Those admitted to the Dental Hygiene program begin during LCC's Fall semester. The program is 5 semesters long running for 22 consecutive months. This is a cohort program meaning class sequence and schedules are set. Courses do not run in the evening or on the weekend.

Students are in a Dental Hygiene activity 4-5 days/week. The Summer semester is shorter running for only 8-weeks; students should expect to be on campus 2 days/week in the Summer. Most courses meet during the weekday between the hours of 8am-6pm. While most course content is delivered in-person at LCC's Downtown Lansing campus, 1-2 classes follow a hybrid format (50% online). Clinical experiences are offered on-site at LCC's [Dental Hygiene Clinic](http://www.lcc.edu/services/community-campus-resources/dental-clinic.html) (www.lcc.edu/services/community-campus-resources/dental-clinic.html).

This program's workload is equivalent to a full-time job. It is academically challenging and requires a great deal of time spent on patient recruitment and community activities. Candidates accepted into the program should expect to spend 3-4 hours studying every evening plus 6-8 hours each weekend. Participants are strongly encouraged to reduce their work hours as much as possible while in the program.

Upon program completion, students earn a **Dental Hygiene Associate of Applied Science degree**. Graduates are eligible to take the National Dental Hygiene Board (NDHBE) examination and the Commission on Dental Competency Assessments (CDCA) examination; both of which are required for licensure to practice. In addition, students are eligible to take the CDCA Local Anesthesia & Nitrous examination.

A complete Dental Hygiene program pathway, including course layout and course sequence, is available on the college's [Degree & Certificate site](https://lcc.edu/academics/catalog/degree-certificate-programs/) (<https://lcc.edu/academics/catalog/degree-certificate-programs/>).

Please be advised that all verbal, written, and patient care are delivered in English.

PROGRAM COST

The approximate cost for a Dental Hygiene student who receives in-district tuition rates is \$42,200; this includes the cost of prerequisite and in-program courses along with Dental supplies and textbooks. For a detailed cost sheet, including tuition rates for all residencies, visit the Dental Hygiene section on HHS's [Advising Guides site](http://www.lcc.edu/hhs/advising-guides.html) (www.lcc.edu/hhs/advising-guides.html).

Be advised some DENT classes have a portion of the course fee that is non-refundable. Any student who registers for the class and then drops, withdraws, or is otherwise ineligible for the program will not be refunded the non-refundable portion. The non-refundable amount and the items included in course fees vary by class. Contact the Program Director for more information.

CRIMINAL BACKGROUND CHECK

In order for this program to be in compliance with Michigan Public Act 26 of 2006, a **Criminal Background investigation is required for all students**. Directions for completing a Background Check, which may include fingerprinting and drug testing, will be given at the program orientation that occurs after admission decisions are made. Please note digital fingerprinting may be required by the State of Michigan at the time of application for career licensure. To comply with State and Federal statutes, admission to this program will be denied for any of the following:

- Any felony conviction within 15 years + three years' probation prior to application.
- Any misdemeanor within ten years prior to application that involved or is similar to the following:
 - Abuse, neglect, assault, battery
 - Criminal sexual conduct
 - Fraud or theft against a vulnerable adult (as defined by the Michigan penal code)

It is the student's responsibility – prior to pursuing the program – to know whether they are prohibited from providing clinical services.

The [Michigan Workforce Background Check Program](http://www.miltcpartnership.org/documents/legalguide.pdf)

(www.miltcpartnership.org/documents/legalguide.pdf) provides detailed information regarding the types of crimes and their implications to employment suitability in health care facilities and agencies.

Any student who has been charged with a felony or a misdemeanor crime after admission to the program must contact the Program Director within 72 hours of the charge. Students convicted of certain crime(s) may become ineligible for clinical/externship privileges and/or professional certification/licensure, and therefore, may be dismissed from the Program.

ENVIRONMENTAL CONDITIONS-STANDARD PRECAUTIONS

Applicants must be aware students in this program and profession will be exposed to blood, body tissues, and fluids. There is the potential of exposure to electrical hazards, hazardous waste materials, radiation, poisonous substances, chemicals, loud or unpleasant noises and high stress emergency situations. Students enrolled in this program and career path are at risk for exposure to blood and body fluids and transmission of blood-borne and other infectious diseases, including HIV. The Americans with Disabilities Act forbids discrimination against patients with infectious diseases; therefore, students are required to treat all patients assigned, regardless of the disease-state of the patient. Standard precautions must be followed when treating each patient.

IMMUNIZATION & CLINICAL REQUIREMENTS:

Applicants admitted to this program are required to present evidence from a licensed healthcare provider that they have completed ALL of the following immunizations. Exemptions are not accepted.

- COVID
- Hepatitis B
- Tdap
- MMR (Measles, Mumps, and Rubella)
- Varicella

Admitted applicants must also provide the following documentation:

- TB test results showing they are free from infection
- Basic Life Support (BLS) certification
- A physical from a licensed healthcare provider
- Results of an eye exam
- Results of a Background Check (*see the [Criminal Background Check section](#) of this guide*)

These requirements are in accordance with professional standards and third-party clinical site requirements. Students are responsible for the cost associated with obtaining immunizations, physicals, BLS certification, and any other items relating to clinical eligibility. Clinical hours must be completed in-full in order to successfully complete this program as mandated by the program's accrediting body and/or professional licensure/certification governances. Students who have not met all of the required clinical requirements, including vaccinations, are not eligible to participate in this program.

Applicants should be aware some vaccinations require a series of injections. In these instances, the entire series must be complete to participate in clinical activities. Titer results showing immunity are accepted for some of the vaccinations in lieu of proof of immunization. For most students the easiest way to verify your current vaccination status is to visit the [Michigan Immunization Portal](https://mcir.org/public/) (<https://mcir.org/public/>) and access your State of Michigan immunization record from the Michigan Care Improvement Registry (MCIR). **Students are encouraged to consult with their healthcare provider before starting the program to ensure they can meet these immunization and physical requirements.**

More information about these requirements and how to submit them will be provided at the program orientation that occurs after admission decisions are

made; do not submit these documents prior to being instructed to do so by program administration. Contact the Program Director for questions regarding clinical requirements.

ALLERGIES:

Latex sensitivity and allergy has grown as a health care concern in recent years. Beginning one's professional life with a latex allergy presents unique problems because of the increased need to don gloves in both medical and non-medical settings, and unavoidable direct contact with products containing latex rubber (gloves, syringes, tubing, etc.), or by inhaling powder from latex gloves. Applicants with latex sensitivity and allergy are therefore encouraged to consult with their primary care physician to ensure their health and safety while participating in the program.

INSURANCE:

Be aware Lansing Community College does not provide accident and health insurance coverage for students. The College provides liability insurance coverage for students in practicum for injuries and damages they cause to others. It does not cover injuries students sustain as a result of their own actions. Students must use personal funds or personal medical insurance as a primary medical coverage payment if accident or injury occurs or if emergency treatment is required.

SKILLS ESSENTIAL FOR THE FIELD

For a list of motor, cognitive, and psychological skills essential for this field, visit the Dental Hygiene section on HHS's [Advising Guides site](http://www.lcc.edu/hhs/advising-guides.html) (www.lcc.edu/hhs/advising-guides.html).

COVID

As a result of COVID-19, Spring 2020 courses were switched mid-semester to online formats. In recognition of the challenges the transition to online learning may have created, points will not be deducted for repeating a course taken during the Spring 2020 semester. **Only Spring 2020 courses are exempt from repeat point deduction.**

Because of the COVID-19 pandemic, students are required to comply with all laws, rules, and regulations as well as any guidance provided by the CDC, the local health department, and other governmental authorities. Due to rapid developments related to COVID-19, students are encouraged to periodically visit the College's website for updated information about COVID-19 (www.lcc.edu/about/coronavirus/).

At this time the College is not requiring the COVID vaccine for students. However, for programs that require clinicals, externships, on-site clinics, or practicum hours, the College must follow the immunization guidelines of the third-party healthcare facilities we partner with. Because of this, many of LCC's programs require students to complete the COVID vaccine. LCC healthcare programs do not take requests for clinical or externship assignments. *See the [Immunization](#) section of this guide for details.*

CHOSEN/PREFERRED NAME

LCC has adopted a policy providing all members of the campus community the opportunity to use their chosen or preferred name in records and communications across the campus. A chosen/preferred name refers to a first name which is different than the legal first name. Students may request this option via their LCC profile. The student's Chosen/Preferred Name may be used in many contexts, including class rosters, ID Cards (by request), Desire to Learn (D2L) course sites, and more. However, **LCC is legally required to use a student's Legal Name for some things. This includes at all clinical and externship sites, on immunization and medical records, official transcripts, diplomas, financial aid records, and more.** More information is available on LCC's [Chosen Name and Chosen Pronoun initiative](http://www.lcc.edu/diversity/chosen-name.html) site (www.lcc.edu/diversity/chosen-name.html).

NON-DISCRIMINATION STATEMENT

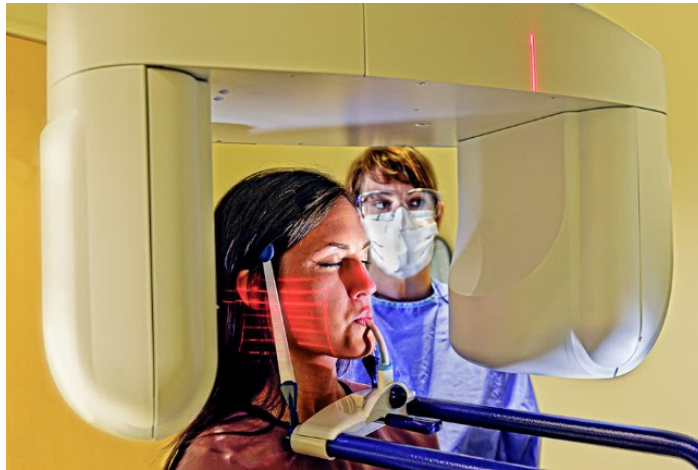
Lansing Community College provides equal opportunity for all persons and prohibits discriminatory practices based on race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, military status, veteran's status, or other status as protected by law, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position or participate in educational programs, courses, services or activities offered by the College.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Equal Opportunity Officer, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; Employee Coordinator 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Student Coordinator 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Human Resource Manager/Employee Title IX Coordinator, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1879; Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-9632.

CONTACT INFORMATION

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Check out all of the Health Career [Advising Guides](http://lcc.edu/hhs/advising-guides.html)
(lcc.edu/hhs/advising-guides.html)