

DENTAL HYGIENE APPLICATION INFORMATION

Enclosed please find the following information, which may be used to apply for the Dental Hygiene program.

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GENERAL INFORMATION

The *SJVC* Dental Hygiene program is accredited by the Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of Education. *SJVC* dental hygiene students are allowed to take the written National Board Dental Hygiene Examination (NBDHE) when the dental hygiene program director has certified that the student is prepared for the examination and is within four months of anticipated issuance of a dental hygiene diploma. Upon successful completion of the NBDHE, graduates of the *SJVC* Dental Hygiene program are eligible to apply for and take state and / or regional clinical board examinations required for state licensure as a Registered Dental Hygienist.* The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, Illinois 60611-2678. The Commission's web address is <http://www.ada.org/en/coda>.

* Licensing requirements vary by state. Applicants are encouraged to be knowledgeable of the requirements of each state or states in which they are seeking licensure.

Upon completion of the Dental Hygiene program and the general education requirements, the graduate will be eligible for an Associate of Science degree in Dental Hygiene from *SJVC*.

SJVC offers the Dental Hygiene program at two California campus locations. The first is in Visalia, located in the central valley, and the second location is in Ontario, approximately 40 miles east of Los Angeles.

PROGRAM PURPOSE:

The goal of the San Joaquin Valley College Dental Hygiene program is to provide the student with knowledge, skills and experiences necessary to become a competent registered dental hygienist who desires professional growth and life-long learning.

PROGRAM OUTCOMES:

Upon completion of the Dental Hygiene program, the graduate will be able to:

1. Identify each patient's physical and oral health status by collecting patient data through a process of comprehensive patient assessment procedures
2. Analyze assessment findings and use critical thinking in order to address the patient's dental hygiene treatment needs
3. Establish a dental hygiene care plan that reflects the realistic goals and treatment strategies to facilitate optimal oral health
4. Provide patient-centered treatment and evidence-based care in a manner minimizing risk and optimizing oral health
5. Measure the extent to which goals identified in the dental hygiene care plan are achieved
6. Complete and accurately record all documentation relevant to patient care
7. Adapt to changes in demographics and cultural diversity in dental hygiene practice and health care delivery
8. Interact with the dental community and professional organizations for professional growth and lifelong learning

DENTAL HYGIENE PROGRAM OUTLINE

Class outline may vary based on start date and campus.

TERM 1			
	Course Number	Course Name	Semester Units
	DH 16	Introduction to Clinic	3.0
	DH 114	Introduction to Clinic Lab	2.0
	DH 13	Dental Health Education	2.0
	DH 11	Oral Radiology	2.0
	DH 101	Oral Biology (includes lab component)	3.0
	DH 105	Head and Neck Anatomy (includes laboratory component)	3.0
	DH 115	Oral Radiology Lab	2.0
	DH 18	Periodontics 1	1.0
		TOTAL TERM 1	18.0
TERM 2			
	DH 24	Clinic Seminar 1	1.0
	DH 124	Clinic Seminar 1 Lab	1.0
	DH 22	Patient Management and Geriatrics	2.0
	DH 129	Clinical Practice 1	3.0
	DH 21	General and Oral Pathology	4.0
	DH 26	Community Oral Health	2.0
	DH 27	Local Anesthesia	2.0
	DH 120	Local Anesthesia Lab	1.0
	DH 28	Periodontics 2	1.0
		TOTAL TERM 2	17.0
TERM 3			
	DH 399*	Dental Hygiene Review Seminar 1	CR
	DH 31	Applied Pharmacology	3.0
	DH 33	Clinic Seminar 2 – Advanced Clinical Topics	1.0
	DH 133	Clinic Seminar 2 Lab - Advanced Clinical Topics	1.0
	DH 135	Clinical Practice 2	4.0
	DH 32	Dental Materials	2.0
	DH 132	Dental Materials Lab	1.0
	DH 36	Cultural Diversity and Healthcare	1.0
	DH 38	Periodontics 3	2.0
		TOTAL TERM 3	15.0
TERM 4			
	DH 46	Legal and Ethical Responsibilities	2.0
	DH 143	Clinical Practice 3	5.0
	DH 499*	Dental Hygiene Review Seminar 2	1.0
	DH 45	Nutrition	2.0
	DH 42	Clinical Seminar 3	2.0
	DH 48	Periodontics 4	2.0
		TOTAL TERM 4	14.0
TOTAL DENTAL HYGIENE PROGRAM			64.0
<p>All Dental Hygiene students graduate at the end of Term 4 after successful completion of all program requirements. At this time, students receive an Associate of Science Degree in Dental Hygiene.</p>			

*Fulfills the CSS 100 graduation requirement.

COURSE INFORMATION

DH 101: ORAL BIOLOGY (includes laboratory component) (3.0)

The study of embryology and histology of oral structural formation, clinical recognition of normal oral structures, the physiological and structural functions of teeth and supporting tissues, and oral anatomy relative to proper dental hygiene procedures. Lab activities are designed to reinforce and deepen understanding of important concepts and their application to dental hygiene practice. A grade of “C” or higher is required to pass this course.

DH 11: ORAL RADIOLOGY (2.0)

This course provides the didactic learning experiences to enable the student to distinguish the normal anatomical features of the oral cavity as they appear radiographically. Normal and pathological conditions, placing film for x-rays, and analyzing the quality of exposed radiographs will be covered. A grade of “C” or higher is required to pass this course.

DH 115: ORAL RADIOLOGY LAB (2.0)

This course provides the laboratory and clinical learning experiences to enable the student to distinguish the normal anatomical features of the oral cavity as they appear radiographically. Normal and pathologic conditions, placing film for x-rays, and analyzing the quality of exposed radiographs will be covered. A grade of “C” or higher is required to pass this course.

DH 105: HEAD & NECK ANATOMY (includes laboratory component) (3.0)

This course covers the anatomical structures of the head and neck regions and relates these structures to the clinical practices of dental hygiene. Lab activities are designed to reinforce and deepen understanding of important concepts and their application to dental hygiene practice. A grade of “C” or higher is required to pass this course.

DH 13: DENTAL HEALTH EDUCATION (2.0)

This course covers the principles and practices of prevention and control of dental disease with emphasis on plaque control, motivation and chairside patient education. A grade of “C” or higher is required to pass this course.

DH 16: INTRODUCTION TO CLINIC (3.0)

This course provides an introduction to the clinical procedures and skills needed for Dental Hygiene. A grade of “C” or higher is required to pass this course.

DH 114: INTRODUCTION TO CLINIC LAB (2.0)

This course provides an introduction to the clinical procedures and skills needed for Dental Hygiene. A grade of “C” or higher is required to pass this course.

DH 18: PERIODONTICS 1 (1.0)

This course includes the role of the dental hygienist in periodontal care, an introduction to treatment planning and the process of care, and identification of the normal periodontium and recognitions of deviations from normal. A grade of “C” or higher is required to pass this course.

DH 21: GENERAL AND ORAL PATHOLOGY (4.0)

This course examines the pathological processes of inflammation, immunology defense, degeneration, neoplasm, developmental disorders, healing and repair. Abnormalities in the human body with a special emphasis on normal and abnormal conditions in the oral cavity are covered. A grade of “C” or higher is required to pass this course.

DH 22: PATIENT MANAGEMENT AND GERIATRICS (2.0)

This course teaches the characteristics of individual patients, their motivation and management as well as interpersonal communications. Treatment of the compromised patient and myofunctional therapy is presented. A grade of “C” or higher is required to pass this course.

DH 24: CLINIC SEMINAR 1 (1.0)

This course provides an expanded clinical learning experience through lectures and demonstrations. Items to be introduced are instrumentation using Gracey curettes and files, ultrasonic instrumentation, air polishing, ITR placement, and management of medical emergencies. Items to be reviewed are principles of instrumentation, ergonomics, and sharpening. A grade of “C” or higher is required to pass this course.

DH 124: CLINIC SEMINAR 1 LAB (1.0)

Lab application: This course provides an expanded clinical learning experience through lectures and demonstrations. Items to be introduced are instrumentation using Gracey curettes and files, air polishing, placement of an interim therapeutic restoration (ITR), and management of medical emergencies. Items to be reviewed are principles of instrumentation, sharpening, and ultrasonic scaling. A grade of “C” or higher is required to pass this course.

DH 129: CLINICAL PRACTICE 1 (3.0)

This course provides beginning experience in the treatment of adults and children utilizing skills of oral inspection, cancer screening, dental and periodontal charting, radiographic technique, plaque control instructions, scaling, polishing, and fluoride application. This course is graded Pass or Fail.

DH 26: COMMUNITY ORAL HEALTH (2.0)

This course introduces students to the principles and practices of dental public health. Emphasis is placed on the role of the dental hygienist as an innovator of, and an educator in, community health programs. Public health issues will be introduced and thoroughly discussed. A grade of “C” or higher is required to pass this course.

DH 27: LOCAL ANESTHESIA (2.0)

This course examines the pharmacology and physiology of local anesthetic agents and their proper use in dental hygiene therapy. The anatomy of the Trigeminal nerve, the physiology of nerve conduction, and the mode of action of local anesthetic agents are to be covered. Prevention and management of emergencies in the dental setting will be reviewed. The theory, rationale, and protocol for nitrous oxide/oxygen administration will be explored. Students will have the opportunity to administer local anesthesia and nitrous oxide/oxygen in the laboratory setting. A grade of “C” or higher is required to pass this course.

DH 120: LOCAL ANESTHESIA LAB (1.0)

This course examines the pharmacology and physiology of local anesthetic agents and their proper use in dental hygiene therapy. The anatomy of the Trigeminal nerve, the physiology of nerve conduction and the mode of action of local anesthetic agents are included. Prevention and management of emergencies in the dental setting will be reviewed. The theory, rationale and protocol for nitrous oxide/oxygen administration will be explored. Students will have opportunity to administer local anesthesia and nitrous oxide/oxygen in the laboratory setting. A grade of “C” or higher is required to pass this course.

DH 28: PERIODONTICS 2 (1.0)

This course includes the etiology and principles of periodontal diseases; periodontal examination procedures; and the basics of treatment planning. A grade of “C” or higher is required to pass this course.

DH 31: APPLIED PHARMACOLOGY (3.0)

This course includes the classification and study of drugs according to physical/chemical properties and their therapeutic effects; particularly drugs used in dentistry. A grade of “C” or higher is required to pass this course.

DH 32: DENTAL MATERIALS (2.0)

This course (with DH 132) covers the composition and use of various materials used in dental procedures, and the fundamentals of chair-side assisting while using dental materials. The concepts of the entire dental team in performing responsibilities in the care of oral dentition will also be covered. A grade of “C” or higher is required to pass this course.

DH 132: DENTAL MATERIALS LABORATORY (1.0)

This course (with DH 32) covers the composition and use of various materials used in dental procedures and the fundamentals of chairside assisting while using dental materials. The concepts of the entire dental team in performing responsibilities in the care of the oral dentition will also be covered. A grade of “C” or higher is required to pass this course.

DH 33: CLINIC SEMINAR 2 – ADVANCED CLINICAL TOPICS (1.0)

This course (in conjunction with DH 133) focuses on soft tissue diagnosis and evaluation. The student will enhance clinical understanding of comprehensive periodontal treatment plans by preparing various treatment plans. Students will learn criteria for use of advanced instrumentation strategies, soft tissue management and post treatment procedures for use on (or applicable to) periodontally involved cases. A grade of “C” or higher is required to pass this course.

DH 133: CLINIC SEMINAR 2 LAB - ADVANCED CLINICAL TOPICS (1.0)

Lab applications: This course focuses on soft tissue diagnosis and evaluation. The student will enhance clinical understanding of comprehensive periodontal treatment plans by preparing various treatment plans. Students will learn criteria for use of advanced instrumentation strategies, soft tissue management and post-treatment procedures for use on (or applicable to) periodontally involved cases. A grade of “C” or higher is required to pass this course.

DH 36: CULTURAL DIVERSITY AND HEALTHCARE (1.0)

This course provides students with an understanding of cultural diversity and cultural competence by examining cultural beliefs, values and attitudes influencing health care delivery systems. Projects will provide students with a deeper understanding of health care practices and the delivery of care for individuals, groups, and communities. A grade of “C” or higher is required to pass this course.

DH 38: PERIODONTICS 3 (2.0)

This course includes an in-depth study of contributing factors in the progression of periodontal disease; preventive measures; and non-surgical therapy. A grade of “C” or higher is required to pass this course.

DH 135: CLINICAL PRACTICE 2 (4.0)

This course provides the beginning learner experiences in the treatment of dental hygiene patients by expanding on the procedures and techniques introduced in earlier courses. This course is graded Pass or Fail.

DH 399: DENTAL HYGIENE REVIEW SEMINAR 1

This course presents an overview of all dental hygiene theory for the purpose of National Board Exam review. This course is not graded and does not receive credit.

DH 42: CLINIC SEMINAR 3 (2.0)

This course provides an expanded exposure to the clinical experience through development of case studies taken from the student's personal clinical practice. Case studies will be presented in class to fellow students. Occasional guest speakers from the dental specialty fields will provide case presentations as well. A grade of "C" or higher is required to pass this course.

DH 45: NUTRITION (2.0)

This course provides the basic principles of nutrition and their relationship to dental health. Students will perform dietary surveys and plan nutritional dietary programs. A grade of "C" or higher is required to pass this course.

DH 46: LEGAL AND ETHICAL RESPONSIBILITIES (2.0)

This course looks at the ethical and legal considerations of practice in the field of dental hygiene. Fundamental factors, such as professional responsibility, decision making, and Health Insurance Portability and Accountability Act (HIPAA) of 1996 are addressed. This course covers the regulation of the practice of Dental Hygiene with the focus on the policies of the state dental practice act and the code of ethics of the American Dental Hygienists' Association. A grade of "C" or higher is required to pass this course.

DH 48: PERIODONTICS 4 (2.0)

This course includes treatment options for moderate to advanced periodontal disease; nonresponsive periodontitis; legal and ethical considerations for periodontal issues in the broad scope of dentistry; and science based research and epidemiology of periodontal disease. A grade of "C" or higher is required to pass this course.

DH 143: CLINICAL PRACTICE 3 (5.0)

This course provides students the opportunity to become competent in the clinical skills learned and practiced in previous clinical courses and to prepare them for success on their state and national board examinations. This course is graded Pass or Fail.

DH 499: DENTAL HYGIENE REVIEW (1.0)

This course presents an overview of all dental hygiene theory for the purpose of National Board Exam review. Clinical board preparation will include review of current exam criteria and application process. Professional development and employment skills including resume writing, interview techniques, and personalized job search planning will be covered in this class. The final grade in this class includes projects and assignments related to professional development and employment skills. A grade of "C" or higher is required to pass this course.

DH 601: DENTAL HYGIENE REVIEW (CR- As needed)

This course focuses on review for the Dental Hygiene National Board Exam. Students will be required to complete some of the course through self-study and completion of assignments, pre and post- tests. This course is not a requirement for obtaining a degree in dental hygiene. (Pass/Fail)

DH 602: DENTAL HYGIENE CLINICAL EXPERIENCE (CR-As needed)

This course focuses on the clinical skills to be utilized during the Clinical Board Exam. Patient selection, case management, and clinical practice will be covered. Enrollment in this course is required for students to continue their clinical experience until the time of the Clinical Board Examination. Upon passing the Clinical Board Examination or showing satisfactory performance in the clinical setting, students will receive a passing grade. Enrollment in DH 602 may be extended through two additional Clinical Board Examinations. This course is not a requirement for obtaining a degree in dental hygiene. (Pass/Fail)

ADMISSIONS REQUIREMENTS

MINIMUM REQUIREMENTS

Admission to the Dental Hygiene program includes the following specific minimum requirements:

1. As with all programs of *SJVC*, a High School Diploma or the equivalent is **required**. Please see the college catalog for institutional admission requirements.
2. The following prerequisite courses (*see Information Sheet on next page for more details*) must be completed at an institution accredited by an accrediting body recognized by the U.S. Department of Education with a minimum of a “C” grade and an overall GPA of 2.75 or higher:

Should the applicant have any questions regarding the acceptability of any course work beyond what is listed below, please contact the *SJVC* Dental Hygiene Admissions Advisor at the nearest campus.

- General/Inorganic Chemistry (with wet lab)
 - General Microbiology (with wet lab)
 - Human Physiology (with wet lab)***
 - Speech/Oral Communication
 - Introduction to Sociology
 - Human Anatomy (with wet lab)***
 - Writing and Composition
 - General Psychology
 - Organic/Biochemistry (with wet lab)
 - Intermediate Algebra or higher* (not included in the minimum GPA requirements for entry into the program)
3. Science courses must have been completed within the past seven (7) years.
 4. In order to perform the duties of a dental hygienist, Dental Hygiene students and practicing dental hygienists must meet certain technical standards.**
 5. The *applicant* must request *Official Transcripts* from each college attended and must be received by the application deadline. In addition, applicants need to submit course descriptions from the college catalogs for the prerequisite courses (if requested). Many of these are now available on-line at the college websites.
 6. Applicants must submit a personal statement on why they will be successful in completing the Dental Hygiene Program at *SJVC*. In this statement, the applicant must explain any grades of Ds, Fs or Ws in ANY previous college courses. The personal statement should be no more than a two (2) page document that is double-spaced and utilizes a 12-point, Times New Roman font.
 7. In addition, applicants need to submit **two letters** of personal recommendation from previous employers, course instructors or personal references.

Please Note:

Applicants who have successfully completed the prerequisites will be considered for admission into the program. Using a point-based system, applicants will be ranked on the following criteria: cumulative GPA on prerequisite courses, reading comprehension exam, allied health or related work experience, and a personal interview with Dental Hygiene faculty and/or the Program Director.

* *Advanced Placement (AP) courses do not qualify*

** *Please see Technical Standards for specific details*

*** *If Anatomy and Physiology are taken as a combined course (i.e., A&P 1, A&P 2) both courses must be taken at the same institution.*

INFORMATION SHEET

TECHNICAL STANDARDS FOR DENTAL HYGIENE STUDENTS AND DENTAL HYGIENISTS

Technical standards provide a reference against which candidates for enrollment to the *SJVC* Dental Hygiene program are evaluated in the selection of students for the program.

Successful candidates for the *SJVC* Dental Hygiene program must have somatic sensation and functional use of the senses of vision and hearing. Additionally, applicants must have sufficient exteroceptive senses (touch, pain, temperature), sufficient proprioceptive senses (position, pressure, movement, stereognosis, vibratory) and sufficient motor function to permit them to carry out the activities described below. Applicants must be able to integrate all information received by whatever sense(s) employed, consistently, quickly and accurately, and must have intellectual ability to learn, integrate, analyze and synthesize data.

A candidate for the dental hygiene profession must have the following abilities and skills: observation, communication, motor, intellectual-conceptual, integrative and quantitative, and behavior/social attributes. Technological compensation can be made for disabilities in certain areas, but candidates should be able to perform in a reasonably independent manner, with or without accommodation.

Visual: Students in the Dental Hygiene program must have visual acuity sufficient to read millimeter measurements and to determine slight differences in anatomical structures, diagnostic tests, instruments and armamentarium.

Oral-Auditory: Students must be able to communicate effectively and efficiently with patients and other members of the dental health care team. In an emergency situation, students must be able to understand and convey information essential for the safe and effective care of patients in a clear, unambiguous and rapid fashion. Students must also be able to relate information to and receive information in a caring and confidential manner.

Motor: Students must possess the motor skills necessary to perform instrumentation around the teeth and structures in the oral cavity with hand and mechanical dental hygiene instruments. These skills require coordination of both gross and fine muscular movements, equilibrium and integrated use of the senses of touch and vision.

Cognitive: Students must be able to measure, calculate, reason, analyze, integrate and synthesize in a timely fashion. Students must comprehend three dimensional relationships and understand the spatial relationships of structures.

Social: Students must possess the emotional health required for the utilization of their intellectual abilities for the exercise of good judgment, for the prompt completion of all assessments and care of patients, and for the development of effective relationships with patients. Students must tolerate physically taxing workloads and function effectively under stress. They must be able to adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of patients.

Curriculum Requirements: Students must be able to successfully complete, with or without accommodation, all required components of curriculum.

Test and Evaluations: In order to evaluate the competence and quality of students, the *SJVC* Dental Hygiene program employs periodic examinations as an essential component of the dental hygiene curriculum. Successful completion of these examinations is required of all students as a condition for continued progress through the curriculum. Reasonable accommodation will be made in the form or manner of administration of these evaluations where necessary.

Clinical Assessment: Demonstration of clinical competence is also of fundamental importance to the career curriculum progression of the student. The process of faculty evaluation of clinical performance of students is an integral and essential part of the curriculum. Although reasonable accommodation will be made, participation in clinical experiences and the evaluation of the participation is required.

Attendance: Class attendance is deemed an important component of the educational experience. Reasonable accommodation will be provided, but attendance requirements must be satisfied for successful completion of these courses.

Evaluation and Accommodation of Disabilities: Although a candidate's self identification as a person with a disability is voluntary, the *SJVC* Dental Hygiene program can only accommodate known disabilities. In order to establish eligibility for and to request accommodation, a student must provide appropriate notice to the *SJVC* Dental Hygiene program.

The *SJVC* Dental Hygiene program considers the well being of patients with whom the student will come in contact (both before and after graduation) of utmost importance. This well being must never be compromised by any policy of the *SJVC* Dental Hygiene program. Patient care is a major concern of established requirements for physical, cognitive and emotional capabilities of students for admissions.

SJVC does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, handicap/disability, age, or Vietnam era/disabled veteran status in employment or in the application, admissions, participation, access and treatment of persons in instructional programs and activities.

The *SJVC* Dental Hygiene program will consider any qualified student who demonstrates the ability to acquire the knowledge necessary for the practice of dental hygiene, as well as the ability to perform, or learn to perform, the skills as described in this document.

OTHER PROGRAM STANDARDS

1. Evidence of good physical and mental health as determined by a medical exam (a complete physical will be completed prior to the first week of class).
2. Students are encouraged to be immunized against and/or tested for infectious diseases, such as mumps, measles, rubella, tuberculosis, varicella and hepatitis B prior to contact with patients and/or infectious objects or materials in an effort to minimize the risk to patients and dental personnel.
 - ❖ *Patients with bloodborne infectious diseases and/or any other infectious disease will be treated in a safe and professional manner by dental hygiene students and staff. Confidentiality of information pertaining to the health status of each individual will be strictly maintained. A copy of the program's policy on bloodborne pathogens is available upon request.*
 - ❖ *Please note that the *SJVC* Dental Hygiene program adheres to the CDC Guidelines for Bloodborne Pathogens and California Minimum Standards for Infection Control (California Code of Regulations §1005). Candidates with a blood-borne condition that may compromise patient care should refer to these guidelines **prior** to applying (www.cdc.gov/).*
3. All students involved with the direct provision of patient care must be continuously recognized/certified in basic life support procedures, including healthcare provider cardiopulmonary resuscitation with an Automated External Defibrillator (AED) approved by the American Heart Association or American Red Cross. Students must provide a copy of current certification to be kept on file and will not be allowed to see clinic patients without a current CPR card on file.

APPLICATION DEADLINES:

The application deadlines for programs starting in 2020 are listed below. Please note this deadline applies for receipt of all documentation: application, transcripts, personal statement, employment verification, and letters of recommendation.

Program Start Date	Application Deadline	Campus Location
October 12, 2020	September 1, 2020	Visalia
February 22, 2021	January 15, 2021	Ontario

Please Note: It is the policy of *SJVC* to require **all** prerequisite course work be completed and proof of such received by the time the program begins. Therefore, applicants who are unable to meet the course prerequisite requirements before this deadline **cannot** be offered a final acceptance.

CANDIDATE SELECTION CRITERIA

SJVC selects 30 students per class for the Dental Hygiene program.

Selection is based on points earned in the following categories:

				Maximum Points Possible
1.	GPA on prerequisite courses (excluding mathematics)			45 points
	GPA	POINTS	GPA	POINTS
	4.0	45	3.3	36
	3.9	44	3.2	34
	3.8	43	3.1	32
	3.7	42	3.0	30
	3.6	41	2.9	28
	3.5	40	2.8	26
	3.4	38	2.75	24
2.	Reading Comprehension Exam			20 points
	No previous dental knowledge is necessary to complete this examination.			
	Applicants will complete this portion of the application process at the time of the personal interview.			
3.	Allied Health or Related Work Experience			10 points
	While dental health or related work experience is <i>not</i> a requirement to apply for the hygiene program, if you have completed an RDA or Dental Assisting program, if you are a licensed RDA, or if you have recent work experience in a dental office or related health setting, please complete the enclosed form documenting all previous related work experience. Verification of documented work experience may be conducted.			
4.	Personal Interview			25 points
	A personal interview will be conducted by a panel of staff and faculty.			
	Applicants will be scheduled individually for this portion of the application process.			
TOTAL POINTS POSSIBLE:				<u>100 POINTS</u>

APPLICATION PROCESS



Personal CHECK-LIST

✓ check when completed				
_____	1.	Complete the <i>Application for Admission</i> and return it along with all required documents to <i>SJVC</i> by the application deadline.		
_____	2.	Copy of high school diploma / GED.		
_____	3.	The <i>applicant</i> must request <i>Official Transcripts</i> from each regionally accredited college or university attended. These can be included in the application package. Do not open the transcript; they must be kept in original sealed envelope. Official transcripts must be received by the application deadline.		
_____	4.	For ALL pre-requisite courses, include course descriptions , which are located in each college catalog of institution attended (if requested).		
_____	5.	Submit a complete listing of all related work experience. It is important to include all employment verification letters from each employer listed. Only those with proper verification will be credited toward work experience. Include this in the application package.		
_____	6.	Submit a Personal Statement.		
_____	7.	Submit two letters of recommendation.		
_____	8.	Meet the application deadline for the class you wish to apply for by making certain the college has received all transcripts and the completed application packet by the appropriate deadline. To be considered for an interview all documents must be received on time.		
_____	9.	Application packets that demonstrate an applicant's ability to succeed in the program based on past college work, experience and character reference will be invited to interview for a position in the program. If selected for an interview, you will schedule an interview and reading comprehension examination. Please note: having a GPA of 2.75 on pre-requisite course work does not guarantee an interview.		
_____	10.	<p>For additional information on how to apply, contact the Dental Hygiene Admissions Advisor at the campus near you, or by email:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <p style="text-align: center;">Ontario Campus Mary Beth Coutts Mary.Coutts@sjvc.edu 4580 Ontario Mills Parkway Ontario, CA 91764</p> </td> <td style="width: 50%; border: none; vertical-align: top;"> <p style="text-align: center;">Visalia Campus Katie Eisner Katherine.Eisner@sjvc.edu 8344 W. Mineral King Visalia, CA 93291</p> </td> </tr> </table>	<p style="text-align: center;">Ontario Campus Mary Beth Coutts Mary.Coutts@sjvc.edu 4580 Ontario Mills Parkway Ontario, CA 91764</p>	<p style="text-align: center;">Visalia Campus Katie Eisner Katherine.Eisner@sjvc.edu 8344 W. Mineral King Visalia, CA 93291</p>
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<p>OR Apply online at sjvc.edu</p>				