

Applicant Information Packet

DENTAL HYGIENE

Building 4, Room 4332
(937) 512-2779
(800) 315-3000

Dear Prospective Dental Hygiene Student:

This packet contains the following information for your review:

1. Application process checklist
2. Dental Hygiene Program Curriculum
3. Dental Hygiene Pre-Admission Acknowledgement
4. Checklist of Examinations & Immunizations Required for Entry into Dental Hygiene
5. Dental Hygiene Program Frequently Asked Questions
6. Departmental Policies

Please contact the dental hygiene department for specific information regarding program enrollment dates or possible waiting lists.

*Due to the Fall 2012 Semester Transition, it is VERY important for you to speak with an **ACADEMIC ADVISOR**, (937) 512-3700, room 11-346, to make sure you are scheduling the correct classes for your program of choice.*

ADMISSION REQUIREMENTS / CHECK LIST



- Step 1 _____ Apply to Sinclair Community College. This must be done before applying to the dental hygiene program. Paper applications are available in the Admissions office, building 10, 1st floor or via the web at <http://www.sinclair.edu/admissions/Application>.
- Step 2 _____ Apply to the dental hygiene program by completing a Life & Health Sciences application, which can be found at: <http://www.sinclair.edu/academics/lhs>.
- Step 3 _____ If you have transferable college credit, request your “official” transcripts from previous college(s) to be sent directly to Sinclair Community College, Registration & Student Records, 444 West Third Street, Dayton OH 45402-1460.
- Step 4 _____ If you do not have transferable college credit in English Composition and/or mathematics, take the Sinclair Community College’s Accuplacer Placement Test in reading, writing and mathematics. More information on this test can be found at <http://www.sinclair.edu/stservices/enrl/testing/accfag> or by calling 937-512-3000 or 800-315-3000.
- Step 5 _____ Complete an academic advising consultation with a Life & Health Sciences Academic Advisor located in room 11-346. Walk-in sessions are available daily. More information is available by calling (937) 512-3700 or (800) 512-3700 or on their website at: <http://www.sinclair.edu/services/advising>.
- Step 6 _____ Complete developmental courses, if any, resulting from Placement Test Scores.
- Step 7 _____ Program specific requirements:
_____ Provide evidence of high school level chemistry within the past five years with a grade of “C” or better
_____ Complete all of the requirements by April 1 to be considered for the next admitting class.
_____ Once pre-requisite courses are completed, and if you are still waiting for admission, we strongly encourage you to complete BIO 2205, COM 2206 or COM 2211, MAT 1130, PSY 1100, and an approved 3 credit hour Humanities.
- Step 8 _____ Complete program prerequisites with a “C” or better:
_____ ALH 1101 Introduction to Healthcare Delivery
_____ BIO 1141 Human Anatomy & Physiology I (if taken within 5 years; exceptions to this policy can be made if applicant has older biology and has been working in the allied health field – exceptions are to be determined by the DEH chairperson)
_____ BIO 1142 Human Anatomy & Physiology II (if taken within 5 years; exceptions to this policy can be made if applicant has older biology and has been working in the allied health field – exceptions are to be determined by the DEH chairperson)
_____ DEH 1102 Dental Terminology (with no expiration)
_____ ENG 1101 English 1
- NOTE:**
(1) When a student is admitted to the program and the BIOs will be more than 5 years old BEFORE they start the program, they are required to retake the BIOs before their cohort starts.
(2) When a student is admitted to the program and has completed program required Math, Psychology and Sociology courses, the courses are fixed and there is no expiration.
- Step 9 _____ Maintain a minimum 2.5 cumulative GPA.

Sinclair Community College

Dental Hygiene Semester Curriculum

Program Prerequisites (If applicable)

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
ENG	1101	English Composition I	<u>3</u>	<u>3</u>	_____
ALH	1101	Introduction to Healthcare Delivery	<u>2</u>	<u>2</u>	_____
BIO	1141	Anatomy & Physiology I	<u>4</u>	<u>4</u>	_____
BIO	1242	Anatomy & Physiology II	<u>4</u>	<u>4</u>	_____
DEH	1102	Introduction to Dental Hygiene	<u>1</u>	<u>1</u>	_____
Totals			<u>14</u>	<u>14</u>	_____

Semester 1

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
DEH	1202	Head, Neck & Dental Anatomy	<u>3</u>	_____	<u>3</u>
DEH	1203	Lab for Head, Neck & Dental Anatomy	<u>0</u>	_____	<u>0</u>
DEH	1204	Dental Hygiene Instrumentation I	<u>4</u>	_____	<u>4</u>
DEH	1205	Lab for Dental Hygiene Instrumentation I	<u>0</u>	_____	<u>0</u>
DEH	1206	Nutrition and Oral Health	<u>2</u>	_____	<u>2</u>
BIO	2205	Microbiology	<u>4</u>	<u>4</u>	_____
COM	2206 or 2211	Interpersonal Com or Effective Speaking	<u>3</u>	<u>3</u>	_____
Totals			<u>16</u>	<u>7</u>	<u>9</u>

Semester 2

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
DEH	1302	Dental Hygiene Instrumentation II	<u>4</u>	_____	<u>4</u>
DEH	1303	Lab for Dental Hygiene Instrumentation II	<u>0</u>	_____	<u>0</u>
DEH	1305	Medical Emergencies In Dental Practice	<u>1</u>	_____	<u>1</u>
DEH	1304	Oral Histology & Embryology	<u>1</u>	_____	<u>1</u>
DEH	1306	General & Oral Pathology	<u>3</u>	_____	<u>3</u>
DEH	1307	Lab for General & Oral Pathology	<u>0</u>	_____	<u>0</u>
DEH	1308	Dental Radiology	<u>3</u>	_____	<u>3</u>
DEH	1309	Lab for Dental Radiology	<u>0</u>	_____	<u>0</u>
Totals			<u>12</u>	_____	<u>12</u>

Semester 3

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
DEH	2402	Clinical Dental Hygiene I	<u>1</u>	_____	<u>1</u>
DEH	2403	Clinic I	<u>1</u>	_____	<u>1</u>
DEH	2405	Computer Applications in Dentistry	<u>1</u>	_____	<u>1</u>
MAT	1130	Allied Health Mathematics	<u>3</u>	<u>3</u>	_____
PSY	1100	General Psychology	<u>3</u>	<u>3</u>	_____
Totals			<u>9</u>	<u>6</u>	<u>3</u>

Semester 4

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
<u>DEH</u>	<u>2502</u>	<u>Pharmacology & Pain Control in Dental Practice</u>	<u>3</u>	_____	<u>3</u>
<u>DEH</u>	<u>2503</u>	<u>Lab for Pharmacology & Pain Control in Dental Practice</u>	<u>0</u>	_____	<u>0</u>
<u>DEH</u>	<u>2504</u>	<u>Dental Hygiene Research</u>	<u>2</u>	_____	<u>2</u>
<u>DEH</u>	<u>2506</u>	<u>Dental Materials</u>	<u>2</u>	_____	<u>2</u>
<u>DEH</u>	<u>2507</u>	<u>Lab for Dental Materials</u>	<u>0</u>	_____	<u>0</u>
<u>DEH</u>	<u>2508</u>	<u>Clinical Dental Hygiene II</u>	<u>2</u>	_____	<u>2</u>
<u>DEH</u>	<u>2509</u>	<u>Clinic II</u>	<u>3</u>	_____	<u>3</u>
Totals			<u>12</u>	_____	<u>12</u>

Semester 5

Subject Code	Course Number	Course Title	Credit Hours	Non-Tech	Tech
<u>DEH</u>	<u>2601</u>	<u>Community Dental Health</u>	<u>1</u>	_____	<u>1</u>
<u>DEH</u>	<u>2602</u>	<u>Clinical Dental Hygiene III</u>	<u>1</u>	_____	<u>1</u>
<u>DEH</u>	<u>2603</u>	<u>Clinic III</u>	<u>3</u>	_____	<u>3</u>
<u>DEH</u>	<u>2604</u>	<u>Dental Hygiene Practice</u>	<u>1</u>	_____	<u>1</u>
HUM Elective		<u>OTM Humanities</u>	<u>3</u>	<u>3</u>	
Totals			<u>9</u>	<u>3</u>	<u>6</u>

Total credit hours: 72

Required pre-requisites must be completed to be eligible for program admission

All courses must be completed with a "C" or higher.

Courses in bold may be completed prior to acceptance into the program.

*Due to the Fall 2012 Semester Transition, it is VERY important for you to speak with an **ACADEMIC ADVISOR**, (937) 512-3700, room 11-346, to make sure you are scheduling the correct classes for your program of choice.*

	I understand that this program is 5 semesters and will involve me taking classes full-time during the summer session between my first and second year of dental hygiene.
	I release Sinclair Community College to evaluate other college transcripts and review information concerning my application to the dental hygiene program.
	I understand it is my responsibility to contact the dental hygiene office if I have a change in my address and/or phone number. If the department is unable to reach me after several attempts, I will be passed over for admission.

I understand that I am not accepted into the Dental Hygiene Program until the Dental Hygiene Chairperson notifies me of such, in writing. This application does not constitute part of a contract between the applicant and the college. We reserve the right to make changes in this process or cease accepting applications at any time.

Signature of Student

Today's Date

**CHECKLIST OF
EXAMINATIONS and IMMUNIZATIONS REQUIRED
FOR ADMISSION INTO DENTAL HYGIENE**

Prior to entering the program, you will be required to have the following:

EXAMINATIONS:	
	General physical examination by your medical doctor. Must be completed <u>within the year</u> preceding your first day in the program.
	Eye examination: Safety glasses with permanent side shields are required; therefore, if you wear prescription eye glasses, you may want to speak with the optometrist regarding your options. Must be completed <u>within the year</u> preceding your first day in the program.
	Dental examination and cleaning: If you do not have a dentist and would like to schedule an appointment in our dental hygiene clinic, please call 937/512-2548. Appointments are 3 hours each and may require more than one visit. Must be completed <u>within the last 6 months</u> preceding your first day in the program.
IMMUNIZATIONS:	
	Hepatitis B: vaccination or positive antibody titer (Anti-HBs) The first injection must be on or prior to the first day of class fall semester. The second injection is due 30 days after the first injection and the third is due five months after the second injection was completed. If you have already had the three injection series, please send in proof. If the injection was 10 years ago or more, you will need to have a positive antibody titer (Anti-HBs) completed. If any injections were beyond the specified time frame, a titer is also required. If a titer is returned showing no immunity, a booster injection is required, along with a letter from your physician. This is a requirement for Sinclair and the Ohio State Dental Board.
	Influenza: suggest one dose of influenza vaccine annually
	Measles-Mumps-Rubella (MMR): vaccination or positive antibody titers
	Varicella (chicken pox): history of disease, positive antibody titer, or vaccination is required
	PPD Skin Test (Tine test not acceptable): completed <u>within six months prior to entry</u> in the dental hygiene program. A positive reaction requires a physical examination, which may also include a chest x-ray.
	Tetanus (within the past 10 years): proof of initial series dates or booster

An Immunization Form will be included with your admission letter.

**Please note the time restrictions on the
examinations and immunizations.**

If they are done too early, you will be required to repeat!

DENTAL HYGIENE PROGRAM FREQUENTLY ASKED QUESTIONS

Are there any personal attributes I should consider when thinking about dental hygiene as a career?

Yes. Prospective students should have the ability to succeed in a science-based curriculum, relate well to people on a one to one basis, feel comfortable working in close proximity with people of all ages and backgrounds, be patient, and have good time management skills.

Are there any specific physical requirements necessary to perform dental hygiene functions?

Yes. A dental hygienist must have use of both hands, dexterity in the fingers and tactile sensitivity to manipulate dental instruments, materials, dental hand pieces, and operate dental equipment. The use of feet is necessary to manipulate rheostat for hand pieces and other adjunct dental equipment. The body must be able to work from dental operator's stool in order to perform dental hygiene procedures. The ability to sit and stand for duration of time is also necessary. Other specific requirements include: color discrimination (differentiation of various shades of color and gradations from black to white); manual dexterity/motor coordination (discern changes in surface textures by manipulating dental instruments, control exertion of hand/finger pressure); hand-eye coordination (transfer of visual input into motor output); physical communications (perceive sound through telephone, hear commands through operator's face mask, discern blood pressure sounds); visual acuity (identify the working ends of various dental instruments and implements at a 2 foot distance); forms/spatial ability (view in 3 dimensional relationships, distinguish subtle changes from one form or shape to another, discriminate intricate measurements); language development (speak clearly so that patient understands his/her dental condition). Applicants to the Dental Hygiene Program are responsible for determining their own eligibility in light of these qualifications, for informing the college of any potential problem areas and for identifying to the Dental Hygiene Department any particular accommodations they may need. Students with disabilities are encouraged to register with Disability Services and may utilize these services to determine appropriate accommodations. Students with disabilities who enter the program do so with the understanding that they will be expected to meet course requirements with any reasonable accommodation that may be provided by the college.

Do I have to be licensed to practice dental hygiene?

Yes. To apply for a license in any state, one must graduate from an accredited program, pass the written National Board, a regional or state clinical / written board and a written state exam typically focusing on the state laws and rules and regulations of dental hygiene practice.

Is it easy to find a job once graduated?

Since 2006, the number of available dental hygiene jobs has decreased throughout the state of Ohio. However, 96% of graduates are employed in either full-time or part-time positions.

Is the program accredited?

The program in dental hygiene is accredited by the Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611.

Can credits earned in the program be transferred or applied to a baccalaureate degree?

General studies courses included in the program were selected in part, because they are transferable. Dental hygiene courses are technical courses and as such need to be evaluated by the institution to which you are transferring. They may or may not be transferable or applicable to a higher degree; however, there are continuing to be an increasing number of degree completion programs for dental hygienists, both traditional and online.

When do classes begin?

Students are admitted once a year in the fall semester. The program is five (5) semesters once you enter the dental hygiene program. The program is only offered full-time and students attend classes 5 days a week from 8am-4pm most semesters. Students are advised to have their finances in order prior to entering the program, since they will not be able to work.

Are there additional expenses beyond tuition and books?

Yes, students purchase an instrument kit the first four (4) semesters. We recommend students enter the program with approximately \$3000.00 for these expenses, in addition to their tuition and books. Additional fees are required for board examinations and licensure. If you have questions about financial aid, please call 937/512-3000.

Are there any special requirements for enrolling in the dental hygiene program?

Yes. Enrollment is limited, therefore, acceptance by Sinclair does not automatically mean acceptance into the dental hygiene program. Candidates must become eligible by meeting specific requirements and must apply to the program. Formal notification of acceptance into the program is required

Accelerated Admission for Academic Achievement (AAAA)

The division of Life and Health Sciences has established a pilot admission model for some of their programs called ***Accelerated Admission for Academic Achievement (AAAA)***. This new model was established to reward students for excellence in academic achievement. Participating programs will be permitted to accept a percentage of students into each class based on department-established criteria.

This new model for admission is in addition to the open enrollment admission Sinclair Community College has for its programs, and will not prevent students who meet the established program prerequisites from being accepted on a space-available basis.

The Dental Hygiene program is incorporating the AAAA model into their admission process, effective Fall 2008. For students to be eligible for the AAAA track they MUST have an “A” or “B” grade in EACH SCIENCE course taken to date. Once that criterion has been established, students may receive additional points toward their total placement score for the following:

1. Student already has an Associate of Science degree in a HEALTH program
2. Student already has a Bachelors degree or graduate level degree
3. Student provides proof of being a Certified Dental Assistant (CDA)
4. Student is an Ohio licensed Expanded Functions Dental Auxiliary (EFDA)

An established scoring system is in place to allow students who meet these criteria to be ranked and placed on the AAAA eligibility list according to their score. To be considered for the incoming Fall class, all records will be reviewed and scored after the fall semester grades are posted.

Our hope is that this new admission model will encourage students to be highly successful in their prerequisite courses and reward them with the possibility of entering the program earlier.

DEPARTMENTAL POLICIES

ATTENDANCE

Educational experiences in the dental hygiene program are rigorous and fast-paced. Therefore, attendance for all lectures, labs, and clinics is **MANDATORY** to ensure student success. Regular attendance is critical for students to demonstrate competency in the knowledge and skills required of a dental hygienist.

Students are required to attend a minimum of 85% of all didactic classes and 100% of all labs and clinics.

Absences will result in a reduction of the student's earned grade. A failing grade (F) will be awarded for excessive non-attendance.

CONTINUED ENROLLMENT IN THE SINCLAIR DENTAL HYGIENE PROGRAM

In order to continue to be enrolled in the Sinclair Dental Hygiene Program, a student must:

- a. Adhere to College policy as set forth in the Bulletin, the Student Handbook, and the Student Conduct Policy, and adhere to Program policy as set forth in the Dental Hygiene Policy and Procedure Manual.
- b. **Maintain at least a 2.0 Overall Grade Point Average (GPA).**
- c. **Attain a minimum grade of "C" in each course** (or its equivalent) required by the Dental Hygiene Program. This includes all of the requirements on the graduation program sheet.
- d. Meet stated clinical objectives for each course in the Dental Hygiene Program with a minimum of 80% clinical proficiency.
- e. Meet each semester's current curriculum requirements, as specified on the graduation requirement sheet. Each dental hygiene course must be taken in sequence, and all courses in the semester must be completed by the end of the designated semester.
- f. Complete and update health and immunization records as set forth in the Dental Hygiene Admission Criteria.
- g. Maintain current **American Heart Association HEALTH CARE PROVIDER Basic Life Support** certification.
- h. *In order to be reinstated in the Sinclair Dental Hygiene program, a student must meet all eligibility criteria and will not be permitted reenter the program if they receive a failing grade (D or F) in a DEH course for the second time.*

REINSTATEMENT PROCEDURE

A student who has withdrawn or been dismissed from the Dental Hygiene Program may petition for reinstatement pursuant to the procedures, and subject to the conditions and limitations which follow. Reinstatement is a privilege, and not a right. Therefore, a petition for reinstatement does not guarantee reinstatement. The Dental Hygiene Reinstatement Committee will act on all requests which are properly submitted in writing. Personal interviews may be required at the discretion of the Committee. Students will be notified in writing of the Committee's decision. Reinstatement applications may be picked up in the dental hygiene office after all exit procedures are completed.

MUST READ: IMPORTANT FINANCIAL AID INFORMATION

Attention Current and Prospective Dental Hygiene Students:

As you are working towards your goal of completing a degree/certificate in the Dental Hygiene program, I want to share two **critical updates** with you to help you maintain a successful pathway at Sinclair.

- As Sinclair prepares to transition to Semesters in Fall of 2012, it is critical for you to be working with an Academic Advisor. An Academic Advisor can help you to establish and/or review your MAP – My Academic Plan – to keep you on the right pathway within your program. If you do not already have a MAP, please contact Academic Advising immediately.
- Maintain your Financial Aid. Effective Summer Quarter 2011, new policies were implemented as a requirement of the Department of Education. If you qualify for financial aid, to ensure that you maintain your financial aid status, it is important that you:
 - Maintain a 2.0 cumulative GPA;
 - Successfully complete and maintain a cumulative completion rate of 67% or more of the credit hours that you attempt at Sinclair. For example: if a student has attempted 100 credit hours at Sinclair, the student must successfully complete 67 credit hours in order to meet the completion rate requirement.
 - You must complete your program of study within 150% of the published length of the program as measured by credit hours attempted. For example: a degree in Dental Hygiene takes **72 semester hours** to complete; therefore, you will only receive a maximum of **108** hours worth of financial aid.

We want to help you maintain your success and ensure that you are on a pathway to completion. The three most important things that you can do as a student are:

1. Successfully complete required coursework with a grade of C or higher
2. Only enroll in courses that apply to your program of study
3. Stay in communication with the department chairperson and academic advisors if you need assistance or are unsure whether or not you can complete your coursework.

If you have questions about meeting with an academic advisor or your financial aid, please call (937) 512-3000.

Sincerely,



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