

Washtenaw Community College
Dental Assisting (CFDAC)-Pathway I (Campus)
Fall 2018 Application Packet

NOTICE OF APPLICATION CHANGE:

The Dental Assisting Department has made a change to their **optional** requirements which will become effective with the Fall 2018 admitted class.

Effective **immediately**, students will no longer have the option of earning additional points towards their program application for having experience. This includes employment experience, community service, volunteer hours, or completion of a high school health science technology program.

The original Fall 2018 program application packet included an experience option and was posted to WCC's website on October 24, 2017. The packet has been updated to reflect these changes and was reposted on November 14, 2017.

Please direct all questions or concerns regarding this change to Kathy Weber (Program Director) at (734) 973-3338 or weber@wccnet.edu.

If you have question about submitting your application to the program, please contact the Health and Second Tier Admissions Office at (734) 973-3596, (734) 477-8998, or healthadmissions@wccnet.edu.

Washtenaw Community College
Dental Assisting (CFDAC) – Pathway I (Campus)
Fall 2018 Entry (2018-19 Academic Year)
Application Deadline: May 4, 2018 (or until all accepted and/or alternate seats are filled)
PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST

WCC Student ID: _____ Date: _____
Last Name: _____ First Name: _____ Middle Name: _____
Former/Previous Names: _____
*Street Address: _____ Apt: _____
City: _____ State: _____ Zip: _____ County: _____
Home Phone: (____) _____ Cell Phone: (____) _____ Work Phone: (____) _____
WCC Email/netID: _____ Other Email: _____

*The contact information provided above MUST match WCC's records. You can confirm and/or change your contact information at any time by logging into your *WCC Gateway* account and clicking on *MyWCC* and then *Personal Information*. Your address MUST match your current "*Basic*" address on record. (Your "*Mailing*" address is NOT sufficient for residency verification.)

Program Description

This program prepares students for entry-level dental assisting positions in a variety of settings such as private dental offices, dental schools, the military, and dental insurance offices. The curriculum includes the required dental radiography courses that allow graduates to expose dental radiographs in the State of Michigan. The program also prepares students for the Dental Assisting National Board (DANB) examination, which leads to the nationally recognized status of a Certified Dental Assistant (CDA). As a CDA, graduates assist in the treatment of patients. Graduates of the program are also prepared to take the Michigan State Board of Dentistry examination, which gives recognition as a Registered Dental Assistant (RDA). As a RDA in the State of Michigan, graduates can perform specific intra-oral functions generally performed by a dentist. The program is accredited by the American Dental Association Commission on Dental Accreditation, 211 East Chicago Avenue, Chicago, Illinois 60611.

Students may enroll in this program in one of two pathways. Pathway I is the format for the student who is not employed in a dental office. Pathway II (ADAEP) is the advanced standing option for the dental assistant with two or more years of experience as a dental assistant who has passed all three portions of the Dental Assisting National Board (DANB) CDA examination. These pathways are described in detail at <http://health.wccnet.edu/dentalassisting/certification/>.

Important Information

The requirements below are based on the academic year stated on the top of this document. Prerequisite and program requirements along with WCC's point system and scales are reviewed annually and subject to change. Students are expected to meet the prerequisite and program requirements of the catalog term for the semester in which they **first begin** the program.

Admission Process

WCC has a competitive admission process. Applicants are required to meet all admission criteria and will be ranked based on a point system. The best qualified applicants will be selected for admission to the program. Details regarding WCC's ***Admission to High Demand Programs*** policy including priority levels can be found on WCC's website at <http://www.wccnet.edu/trustees/policies/2005/>. Details regarding WCC's point scales that are used to calculate points can be found on WCC's Enrollment Steps for Health and Second Tier Program Students website at <http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.

Applying to the Program

Each year, approximately 24 students are accepted to the program for a Fall semester start. A formal application to the program is required after the student has been accepted to the school. Completed applications can be submitted anytime during the application window. Students are encouraged to complete required support courses prior to beginning the program.

Extenuating Application Process:

If there are not enough applicants to fill all accepted and/or alternate seats in the program by the initial application deadline, the application will remain available on the website after this deadline until all seats are filled. Once all seats are filled, the application will be removed from the website and applications will no longer be accepted for the current admission cycle.

If the application remains available on the website after the initial application deadline, students who anticipate meeting all program admission requirements by the end of the Spring/Summer 2018 semester are encouraged to submit an incomplete application to be considered for an accepted and/or alternate seat on a conditional basis. Students submitting an incomplete application after the initial application deadline will be considered for a seat based on the date the application was received by the Health and Second Tier Admissions Office. If multiple applications are submitted in a day, applicants will be chosen based on a lottery for their position. Please contact the Health and Second Tier Admissions Office for clarification of this process.

Transcripts

Only official transcripts will be evaluated for transfer credit and applied towards your application. If course work (including prerequisites, support courses, and/or other applicable admission requirements/criteria) was completed at multiple institutions, an official transcript must be received from each institution. Incoming official transcripts must have appropriate signatures and/or official college seals. **Transcripts must be sent directly to WCC from an issuing institution or sealed if issued to the student.** Official transcripts are not needed for course work completed at WCC. Foreign high school transcripts will not be used for validation of course work when high school course work is applicable. For additional details regarding transfer credit and credit for prior learning (including foreign education, portfolio review, AP, CLEP, articulation, military, etc.) please visit WCC's website at <http://www.wccnet.edu/services/transferresources/credittowcc/>.

Course Clarification

All defined courses plus substitutions that are approved by the department prior to the application deadline will be used to meet prerequisite and/or support course requirements. If a course is not clearly stated on your transcript and/or the course cannot be determined an equivalent based on the course description, you must provide a course syllabus for further review by the application deadline. If two (2) or more transfer courses are completed to meet the equivalent of one (1) of WCC's required prerequisite or support courses, students **must** meet the minimum grade requirement in each course. **Grades will not be averaged.** WCC is not responsible for your application being delayed due to lack of clarification or approval of a substitution.

Required Checklist

All of the requirements below **must** be successfully completed before submitting an application to the program. All prerequisite courses must be successfully completed **with grades posted** to your transcript and all required forms and supporting documentation needs to be submitted with your application. **This includes all necessary official transcripts unless previously submitted and received by WCC's Records Office.** WCC transcripts are not required.

___ 1. **Admission to WCC**

An admission application to the school can be submitted on WCC's website at www.wccnet.edu/apply.

___ 2. **Attendance at Mandatory Information Session**

Students must attend an information session before applying to the program. Appointments can be scheduled by contacting Jodi Neuman in the Dental Assisting Department at (734) 973-3332 or jneuman@wccnet.edu.

___ 3. Program Prerequisite Courses

___ a. ACS 1035 (Introduction to Online Learning)

___ Date Course Completed: _____

Register for this course at: <http://www.wccnet.edu/academics/classes/online/introduction-class/>

ACS 1035 is **required** as part of the prerequisite requirements to the program even if you have already met WCC's "Distance Learning Eligible" requirement which allows you to enroll in other online courses at WCC. **The completion of ROLL does not meet this requirement.**

___ b. HSC 101 (Healthcare Terminology) or HSC 124 (Medical Terminology) with a minimum grade of **C+/2.3**

• *Level I Prereqs (HSC 101 & 124): Academic Reading and Writing Levels of 6*

___ Course Completed: _____ School: _____

___ 4. Academic Reading Level of 6 (College Level)

Levels are established based on test scores, course completion, or exemptions based on prior college.

- The following course/scores place you at level 6: ASC 108 w/grade C/2.0, ACT Reading = 19, SAT (old) Critical Reading = 460, SAT (new) Reading = 24, COMPASS Reading = 82, or Accuplacer Reading Comprehension = 80.

Students who verify that they have previously attended an accredited U.S. college or university and have earned a minimum of 15 credits with a minimum GPA of 2.0 or higher are not required to complete placement testing in Reading and Writing. Students living more than 50 miles from WCC will be provided with Reading and Writing assessments while enrolled in ACS 1035. For more information regarding assessment testing, please visit WCC's website at <http://www.wccnet.edu/studentconnection/placement/>.

___ 5. Academic Writing Level of 6 (College Level)

Levels are established based on test scores, course completion, or exemptions based on prior college.

- The following course/scores place you at level 6: ENG 091 w/grade C/2.0, ACT English or English/Writing = 20, SAT (old) Writing = 480, SAT (new) Writing & Language = 24, COMPASS Writing = 81, or Accuplacer Sentence Skills = 80.

Students who verify that they have previously attended an accredited U.S. college or university and have earned a minimum of 15 credits with a minimum GPA of 2.0 or higher are not required to complete placement testing in Reading and Writing. Students living more than 50 miles from WCC will be provided with Reading and Writing assessments while enrolled in ACS 1035. For more information regarding assessment testing, please visit WCC's website at <http://www.wccnet.edu/studentconnection/placement/>.

___ 6. Minimum Cumulative College GPA of **2.3** at WCC (if 6 or more college credits completed at WCC) or Cumulative College GPA of **2.3** from **all** colleges/universities* attended (if 6 or more college credits completed, but less than 6 college credits completed at WCC) or Cumulative High School GPA of **2.3** from **all** high schools* attended (if less than 6 college credits completed)

*The total cumulative GPA of **all** schools attended will be included in the calculation if the student has less than 6 college credits at WCC.

___ 7. Verification of High School Diploma, GED, or Higher Degree

___ GED, High School Equivalency Certificate, high school diploma, high school transcript with posted graduation date, or college/university transcripts with posted degree **must** be submitted with your application unless previously submitted.

Washtenaw Technical Middle College (WTMC) students are **not** eligible to enroll in this program until after graduation.

PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST continued for CFDAC-I Fall 2018 (2018-19 Academic Year)

- 8. **18 Years of Age by October 31st (of the year the student starts the program)**
Students must be 18 years old prior to starting DEN 108 (Dental Radiography).
 Must include a copy of your **Driver's License, State ID Card, Passport, or Birth Certificate.**
- 9. **Program Application and Requirements Checklist** (this form)
- 10. **Communication Acknowledgement Form**
- 11. **Additional Information Form**
- 12. **Policy on Student Competencies Form**
- 13. **Residency Verification**
For more information on WCC's policies and procedures regarding residency or to learn of additional documentation that can be submitted to verify residency, please visit WCC's website at www.wccnet.edu/residency. **The student's residency status may be updated accordingly based on the documentation submitted.**
 Must include a copy of the front and back of your **Driver's License or State ID Card.**

Optional Checklist

The items below **are not required** to apply to the program. However, by successfully completing and/or meeting these items by the application deadline, you can earn additional points which could give you a more competitive edge. **Please remember official transcripts must be submitted to verify these requirements unless previously submitted and received by WCC's Records Office. WCC transcripts are not required.**

- 1. **Support Courses**
Please indicate the course(s) you have completed below.
 - a. **ENG 111 (Composition I)* or BMG 207 (Business Communication) with a minimum grade of C/2.0**
 - *Level I Prereqs (ENG 111 & BMG 207): Academic Reading and Writing Levels of 6*
 - Course Completed: _____ School: _____

*Students pursuing an Associate's degree should take ENG 111.
- 2. **Veteran Status**
 Submit form **DD-214** to verify status.
- 3. **Associate Degree or Higher Degree from an Accredited U.S. College or University**
 Graduation Date: _____ Degree: _____ School: _____
- 4. **Alternate Candidate Status**
Students who made alternate candidate status and did not make admission to the program based on a previous application will be awarded additional points. Students will only be awarded points for this status under WCC's competitive admission process and not the old waitlist process.
 Previous Alternate Candidate Semester(s): _____

Entrance Requirements

- 1. **Mandatory attendance at the new student orientation session upon acceptance into the program. Students who do not make admission but are given alternate candidate status will be required to attend orientation to be eligible to move to accepted status if a seat becomes available.**

PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST continued for CFDAC-I Fall 2018 (2018-19 Academic Year)

2. Upon notification of acceptance in the program, students must purchase an account from a college-designated vendor to obtain a criminal background check and to track their health records. The criminal background check and health records must be submitted to the designated vendor before attending the mandatory program orientation. Specific information on the college-designated vendor and dates for the mandatory orientation will be included in the program acceptance letter.
3. The requirements below must be submitted by the mandatory orientation. Students who do not make admission but are given alternate candidate status will be provided with this same information and must meet the same requirements to be eligible to move to accepted status if a seat becomes available.
 - a. Submit a completed Report of Medical History form (physical examination by licensed physician)
 - b. Submit proof of a negative TB skin test
 - c. Submit proof of Hepatitis B vaccine
 - d. Submit proof of a titer (you may be asked to update vaccines)
 - e. Submit proof of a current Flu vaccine (suggested but not required)
 - f. Submit proof of current health insurance (health insurance must remain active throughout the entire program)
 - g. Submit a current certification in BLS/CPR with First Aid for the professional
 - i. Certification must be from AHA (American Heart Association) or American Red Cross only. No other organizations will be accepted.
 - ii. Students can obtain CPR/AED/First Aid certification by completing **HSC 131** (CPR/AED for the Professional Rescuer and First Aid) at WCC.
4. Students who fail to comply or meet the above requirements will forfeit their seat in the program.

Continuing Eligibility Requirements

1. Upon notification of acceptance in the program, students must purchase an account from a college-designated vendor to obtain a criminal background check and to track their health records. The criminal background check and health records must be submitted to the designated vendor before attending the mandatory program orientation. Specific information on the college-designated vendor and dates for the mandatory orientation will be included in the program acceptance letter.
2. Additional background checks may be conducted at any time during the program. Failure to receive an acceptable drug test and/or criminal background/fingerprinting check at any time will result in dismissal from the program.
3. Students must complete any other health requirements as designated by the clinical sites.
4. All Dental Assisting (DEN) and support courses to the program must be completed with a minimum grade of C/2.0.
5. Students who are dismissed from the program may not be eligible to reapply to the program.

Students with questions or concerns regarding WCC's competitive admission process or applying to the program should contact the Health and Second Tier Admissions Office.

Program applications along with all documentation needed to verify completion of requirements can be mailed to the address below or submitted to Student Connection located on the 2nd floor of the Student Center Building (SC 203).

Health and Second Tier Admissions Office
Washtenaw Community College
4800 E Huron River Dr
Ann Arbor, MI 48105

I have successfully completed all required checklist items and I have included all documentation needed to verify these requirements.

Printed Name: _____ **Student ID:** _____

Signature: _____ **Date:** _____

Washtenaw Community College
Dental Assisting (CFDAC) – Pathway I (Campus)
Fall 2018 Entry (2018-19 Academic Year)
COMMUNICATION ACKNOWLEDGEMENT FORM

WCC sends **all communications** regarding a student's Health and Second Tier Admissions Application Status, beginning with the application process through the admission process, directly to the WCC student email address **ONLY**. Therefore, it is extremely important that students check their WCC student email on a regular basis so they do not jeopardize their status. WCC assumes that any information sent to a student's WCC email has been received and reviewed by the student. Please complete this form to confirm acknowledgement of this information.

Please **carefully read** the statements below and **initial EACH ONE** to confirm you understand and acknowledge:

- _____ 1. I understand that from this point on, all future communication regarding my status will be sent directly to my **WCC student email address ONLY**.
- _____ 2. I agree to check my student email on a regular basis and review all information sent by the Health and Second Tier Admissions Office so I do not jeopardize my status.
- _____ 3. I understand that even though all communication will be sent to my student email address, WCC will occasionally send communications by mail.
- _____ 4. I understand that if my address on record is inactivated due to returned mail by the Post Office, WCC will inform me through my student email and I will be given a deadline by which I must update my address in order to maintain my status.
- _____ 5. I understand that if WCC is unable to contact me regarding my status and/or I fail to call/respond to any contacts made by the Health and Second Tier Admissions Office regarding my status, **my application will be closed**.
- _____ 6. I agree to keep all my contact information updated and current in the College system (including addresses, emails, and phone numbers). I understand that my contact information can be updated at any time through my *WCC Gateway* account by clicking on *MyWCC* and then *Personal Information*. Or, I may update this information at Student Connection located on the 2nd floor of the Student Center Building or by calling (734) 973-3543.

I have read, understand, and initialed **all** of the above statements.

Printed Name: _____

Student ID: _____

Signature: _____

Date: _____

Washtenaw Community College
Dental Assisting (CFDAC) – Pathway I (Campus)
Fall 2018 Entry (2018-19 Academic Year)
ADDITIONAL INFORMATION FORM

The additional information below is important and pertains to the program. **Please carefully read the statements below and initial each one to show you understand them.**

- _____ 1. I understand admission to this program is based on WCC's *Admission to High Demand Programs* policy.
- _____ a. I have read the ***Admission to High Demand Programs*** policy on WCC's website at <http://www.wccnet.edu/trustees/policies/2005/>.
- _____ b. I have reviewed the competitive admission process ***Point Scales for All Programs*** on WCC's Enrollment Steps for Health and Second Tier Program Students website at <http://www.wccnet.edu/studentconnection/admissions/health-second-program/>.
- _____ c. I have had all my questions and/or concerns pertaining to WCC's competitive admission process answered by the Health and Second Tier Admissions Office.
- _____ 2. I understand admission requirements/criteria and program requirements (including courses, minimum grade, and GPA requirements) along with WCC's point system and scales are reviewed annually and subject to change.
- _____ a. I understand I am expected to meet all admission requirements/criteria for the semester(s) for which I apply, and if offered admission, I must meet all program requirements based on the **catalog term** of when I **first begin** the program.
- _____ 3. I understand students are sent an email upon receipt of their program application as confirmation their application was received. However, I understand that it may take anywhere from **2 weeks to 8 months** before my application will be reviewed and processed depending on the time of year and the number of health applications submitted at that given time. And, that applications are reviewed in the order they are received with consideration to all health program application deadlines and class determination dates.
- _____ a. I understand that after my application is reviewed, and if it is determined that I meet all minimum admission requirements to be considered for admission to the program during this admission cycle, I will be notified by email. However, I understand that all optional items completed to earn additional points towards my application will **not** be reviewed or processed until **after** the application deadline.
- _____ 4. I understand that after WCC has reviewed and processed all applications for this cycle, the class will be determined and the communications below will be sent depending on my status.
- _____ a. I understand that if accepted or given alternate candidate status in the program, I will be sent an official letter by email and mail. In this letter/email, I will be notified of the date, time, and location of the mandatory orientation session along with other important deadlines and dates. In addition, I will be provided with details regarding the purchase of an account through a college-designated vendor for obtaining criminal background checks and submitting and tracking my health records for maintaining my status in the program.
- _____ i. I understand an alternate candidate should be prepared to take the place of any accepted student who is unable to start the program. And, to be eligible to move into the program if a seat becomes available, I must maintain my alternate status by meeting the requirements outlined in my official letter/email. I understand that if I maintain my status, I will remain an alternate for this admission cycle through the start of the semester. And, if a seat opens in the meantime, I will be accepted and informed by email.

ADDITIONAL INFORMATION FORM continued for CFDAC-I Fall 2018 (2018-19 Academic Year)

_____ ii. I understand as an alternate candidate, if I am **not** offered admission to the program prior to the start of the semester or I do not meet requirements needed to maintain my status, **my application will be closed**.

_____ b. I understand that if I am **not** accepted or given alternate candidate status in the program, I will be notified by email. And, at that time, my application will remain open through the start of the semester. I understand that in the event that the alternate candidate list is exhausted, there is a chance I will be called into the program. However, I understand **my application will be closed** after the semester begins.

_____ i. I understand WCC strongly recommends that I meet with the Health Programs Counselor for advising to discuss ways to make my application more competitive.

_____ 5. I understand that program applications are semester specific and only valid for the semester for which I applied. And, that if my application is closed for any reason and I wish to be reconsidered for admission to the program, I must meet current admission requirements and submit a new program application.

I have read and initialed all statements listed above showing I understand them.

Printed Name: _____

Student ID: _____

Signature: _____

Date: _____

Washtenaw Community College
 Dental Assisting (CFDAC) - Pathway I (Campus)
 Fall 2018 Entry (2018-19 Academic Year)
POLICY ON STUDENT COMPETENCIES FORM

A dental assistant is a health care professional whose primary responsibility is to work with the dentist in the office and perform duties delegated by the dentist. In addition to the duties of the profession, the dental assistant must always be aware of the patient's condition and needs and be able to interact appropriately.

TECHNICAL STANDARD	DEFINITION	EXAMPLES OF NECESSARY ACTIVITIES (Not All Inclusive)
Cognitive Qualifications	Sufficient Reading, Language and Math Skills; intellectual and emotional functions necessary to plan and implement dental care for individuals	<ul style="list-style-type: none"> • Ability to comprehend and interpret written material • Follow and deliver written and oral direction • Prepare dental treatment plans
Critical Thinking	Critical thinking ability sufficient for clinical judgment; synthesize information from written material and apply knowledge to clinical situations	<ul style="list-style-type: none"> • Identify cause-effect relationships in clinical situations • Develop dental treatment plans • Make rapid decisions under pressure • Handle multiple priorities in stressful situations • Assist with problem solving
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, educational, cultural, and intellectual backgrounds	<ul style="list-style-type: none"> • Establish rapport with patients and colleagues • Cope effectively with stress • Cope with anger/fear/hostility of others in a calm manner • Cope with confrontation • Demonstrate high degree of patience
Communication	Communication abilities sufficient for interaction with others in verbal and non-verbal form (speech, reading, and writing)	<ul style="list-style-type: none"> • Explain treatment procedures • Initiate patient education • Document and interpret treatment actions and patient responses
Mobility	Physical abilities sufficient to move from room to room, to maneuver in small spaces and to perform procedures necessary for emergency intervention	<ul style="list-style-type: none"> • Move around in clinical operatories, workspaces, classrooms, laboratories and other treatment areas • Administer cardio-pulmonary resuscitation procedures • Remain on one's feet in upright position at a workstation without moving about • Climb stairs • Remain in seated or standing position for 3-5 hour periods without a break
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective dental care	<ul style="list-style-type: none"> • Calibrate and use equipment • Position patients • Perform repetitive tasks • Able to grip • Bend at knee and squat. • Reach above shoulder level • Lift with assistance 150 pounds • Exert 20-50 pounds of force (pushing/pulling) • Successfully complete a CPR (Healthcare Provider) certification course
Hearing	Normal, corrected or aidable-auditory ability sufficient to interpret verbal communication from patients and health care team members and to monitor and assess health needs	<ul style="list-style-type: none"> • Hear monitor alarms, emergency signals, and cries for help • Hear tape recorded transcriptions • Hear telephone interactions • Hear audible stethoscope signals during blood pressure screenings
Visual	Normal, corrected -visual acuity sufficient for observation and assessment necessary for patient assessment	<ul style="list-style-type: none"> • Observe patient responses • Identify and distinguish colors • Accurately read mm markings on small dental instruments
Tactile	Tactile ability sufficient for gross and fine motor coordination necessary for delicate manual assessment of oral tissues	<ul style="list-style-type: none"> • Perform palpation, functions of physical examination and/or those related to therapeutic intervention.
Environmental	Ability to tolerate environmental stressors	<ul style="list-style-type: none"> • Work with chemicals and detergents • Tolerate exposure to fumes and odors • Work in areas that are close and crowded

I have read the above technical standards. I feel it is within my ability to carry out the duties and qualifications of a dental assistant. If I ever have any change in my ability to meet these standards, I will inform the Dental Program Director without fail.

Printed Name: _____ Student ID: _____

Signature: _____ Date: _____

Washtenaw Community College
 Dental Assisting (CFDAC) - Pathway I (Campus)
 Fall 2018 Entry (2018-19 Academic Year)
COURSE SEQUENCE

The Dental Assisting (DEN) courses will span over three (3) consecutive semesters and are sequential and complemented with required support courses, which fulfill the certificate requirements at WCC. Students are encouraged to take all support courses (*) before they begin the program. Support courses (*) may be taken prior to the scheduled semester, but no later than the scheduled semester below. All Dental Assisting (DEN) courses must be taken in the scheduled semester below. This is a full-time program and no part-time option is available.

Students completing the courses outlined below will obtain a Certificate in Dental Assisting. Students may also complete an associate degree by using the same core dental assisting courses in addition to completing the general education requirements and electives for an Associate in Applied Science in Occupational Studies.

Students should meet with an advisor/counselor to discuss the timing and selection of prerequisite and support courses.

Support courses (*) and Dental Assisting (DEN) courses must be successfully completed with a minimum grade of C/2.0. (All grades are based on a 4.0 GPA scale)

Prerequisite Courses Not Required for Graduation (Required to Apply to Program) 1-3 credits**

HSC 101 or	Healthcare Terminology (1 credit)**	
HSC 124	Medical Terminology (3 credits)	1-3 credits

Semester 1 (Fall) 14 credits

DEN 102	Managing Safe Practice in Dentistry	1 credit
DEN 106	Biomedical Science for Dental Assistants	2 credits
DEN 107	Oral Anatomy	2 credits
DEN 108	Dental Radiography	2 credit
DEN 110	Basic Clinical Dental Assisting	4 credits
DEN 112	Dental Materials	3 credits

Semester 2 (Winter) 12 credits

DEN 118	Preventive Dentistry	2 credits
DEN 120	Oral Diagnosis	1 credit
DEN 128	Dental Radiography Practicum	1 credit
DEN 129	Oral Pathology and Dental Therapeutics	2 credits
DEN 130	Clinical Practice	2 credits
DEN 131	Principles of Dental Specialties	4 credits

Semester 3 (Spring/Summer) 12-13 credits

DEN 202	Advanced Clinical Practice	2 credits
DEN 204	Advanced Functions	4 credits
DEN 212	Dental Practice Management	3 credits
BMG 207 or ENG 111	Business Communication* Composition I***	3-4 credits

TOTAL CREDITS REQUIRED FOR PROGRAM 38-39 credits**

*Support course(s)

**Prerequisite course(s) not included in total credits required for program.

***Students planning to pursue an Associate's degree should take ENG 111.

Washtenaw Community College
 Dental Assisting (CFDAC) – Pathway I (Campus)
 Fall 2018 Entry (2018-19 Academic Year)
ESTIMATED COSTS

Tuition rates and fees listed below are estimates based on the 2017-2018 academic year and are only valid through the Spring/Summer 2018 semester. If a change is made in the tuition rates and/or fees for any future semester, these changes would go into effect beginning in the fall semester of each year. To view the current tuition rates and fees, please visit WCC's website at www.wccnet.edu/tuition. All fees below are estimates and subject to change.

TUITION & COLLEGE FEES (includes \$7 enrollment/technology fee per credit hour)	COST
38 – 39 credits @ \$102 (<i>in-district rates</i>)	\$3,876 - \$3,978
38 – 39 credits @ \$165 (<i>out-district rates</i>)	\$6,270 - \$6,435
38 – 39 credits @ \$221 (<i>out-state rates</i>)	\$8,398 - \$8,619
38 – 39 credits @ \$255 (<i>international rates</i>)	\$9,690 - \$9,945
1 – 3 credits for HSC 101 or HSC 124 Prerequisite Course (Cost varies depending on course and tuition rates) in-district = \$102-\$306; out-district = \$165-\$495; out-state = \$221-\$663; international = \$255-\$765	\$102 - \$765
Contact Hour Fee (labs & clinicals)	\$1,648
Graduation Fee (cap & gown)	\$45

PROGRAM FEES	COST
Physical Exam (including lab tests & immunizations)	\$150 - \$250
CPR Certification (based on taking WCC's HSC 131 Course) (Includes tuition for 1 credit hour & \$35 Red Cross CPR Card Fee) in-district = \$137; out-district = \$200; out-state = \$256; international = \$290	\$137 - \$290
Required Text Books & Course Packs	\$850
Uniform Costs	\$300
Dental Kit Fee (Mandatory fee attached to DEN 204 at time of registration)	\$400
Dental Instrument Supply Fee (Mandatory fee attached to DEN 110 at time of registration)	\$675
ADAA Student Membership (Includes MDAA & local membership)	\$45
Licensure (CDA & RDA Exams)	\$595

ADDITIONAL COSTS TO CONSIDER	COST
Student Health Insurance	
Transportation to and from campus and clinical sites	
Parking fees for clinical sites (U of M Parking) (Transportation to campus 2-4 days/week, to The University of Michigan 5 days, and to external rotations during final semester.)	
Lunches at clinical sites	
Supplies (notebooks, paper, pens, pencils, calculator, etc...)	
Childcare	

TOTAL COSTS* (tuition & college fees + program fees based on residency status)	COST
<i>In-District Residents</i>	\$8,673 - \$9,079
<i>Out-District Residents</i>	\$11,193 - \$11,788
<i>Out-State Residents</i>	\$13,433 - \$14,196
<i>International Residents</i>	\$14,793 - \$15,658

*Total cost does not include "Additional Costs to Consider".

Washtenaw Community College
Dental Assisting (CFDAC) – Pathway I (Campus)
Fall 2018 Entry (2018-19 Academic Year)
CONTACT INFORMATION AND ACCREDITATIONS

Accreditation and helpful contact information is provided below.

Health Programs at WCC

Website: <http://health.wccnet.edu>

Health and Second Tier Admissions

Phone: (734) 973-3596 or (734) 477-8998

Email: healthadmissions@wccnet.edu

Website:

<http://www.wccnet.edu/studentconnection/admissions/health-second-program/>

Student Connection

Phone: (734) 973-3543

Email: studrec@wccnet.edu

Transcript Evaluation

Phone: (734) 973-3590 or (734) 477-8969

Email: transcripteval@wccnet.edu

Website: www.wccnet.edu/transfer

Financial Aid

Phone: (734) 973-3523

Email: finaid@wccnet.edu

Counseling

(Advising **before** admission to the program)

Phone: (734) 677-5102

WCC Campus Map & Driving Directions

Website: www.wccnet.edu/about-us/visiting/

WCC Room Locator

Website: www.wccnet.edu/about-us/room-locator/

Regular Office Hours (Student Services)

Monday - Thursday: 8:00am – 7:00pm

Friday: 8:00am – 5:00pm

Saturday: 9:00am – 1:00pm

Kathleen Weber, CDA, RDA, BAS

Dental Assisting Program Director

Phone: (734) 973-3338

Email: weber@wccnet.edu

Kristina Sprague, CDA, RDA, BS

Dental Assisting Faculty

Phone: (734) 973-3337

Email: ksprague@wccnet.edu

Jodi Neuman, CDA, RDA, BAS

Dental Assisting Clinical Instructor

Phone: (734) 973-3332

Email: jneuman@wccnet.edu

Sue Travis

Health Programs Counselor

(Advising **after** admission to the program)

Phone: (734) 973-3358 – by appointment only

Email: stravis@wccnet.edu

The Commission on Dental Accreditation of the American Dental Association

(Accredited by)

211 E Chicago Ave, Ste 1900

Chicago, IL 60611

Phone: (312) 440-2500

Website: www.ada.org

Dental Assisting National Board (DANB)

444 N Michigan Ave, Ste 900

Chicago, IL 60611

Phone: (800) 367-3262 or (312) 642-3368

The Higher Learning Commission of the North Central Association

(Institution Accreditation)

230 N LaSalle St, Ste 7-500

Chicago, IL 60604

Phone: (312) 263-0456

Website: www.ncahlc.org