

Process to Apply:

1. All students who are interested in Seattle Central College should visit www.seattlecentral.edu and familiarize themselves with all Seattle Central academic, administrative, and student services prior to admission.
2. Apply to the college. Submit **official** college transcripts to the Admissions Office. If you are an international student, get verification of equivalent U.S. high school completion from the International Student Programs Office.
3. If testing is required to determine placement in English and Math, take the Placement test.
4. Attend a mandatory START new student orientation session.
5. Students are strongly encouraged to go to the Advising Center (206-934-4068) in room BE 1102D upon completion of the START orientation (which is mandatory for all students). Students should bring transcripts and specific questions to the appointment. Students are admitted once a year in spring quarter through a competitive process.
6. Schedule and complete an onsite essay in the Testing Office at Seattle Central College by calling 206-934-6344. Seattle Central College charges a \$15 proctoring fee.
 - Summer Testing Center hours are on Mondays, Wednesdays, and Thursdays no appointment necessary (walk-ins only) from 8:00 am – 3:30 pm.
 - Fall, winter, and spring Testing Center hours are on Mondays, Wednesdays, Thursdays, and Fridays no appointment necessary (walk-ins only) from 8:00 am – 3:00 pm.

To schedule an essay, call the Testing Center at Seattle Central College at 206-934-6344.

- The essay will consist of two (2) questions over a period of 90 minutes.
- One question is on the *topic* of the role of the dental hygienist in providing access to oral health care. Research in various ways to gather information about the profession to help you write a comprehensive answer.
- The second question *topic* will be about caring for members of the underserved populations.
- The essay will be held in a computer lab with word processing ability only.

Out-of-State: Finding a Qualified Proctor If You are Out-of-State

The application-proctored essay must be taken at an official proctored testing facility. Most proctor sites operate on an appointment only basis. Please make sure you have contacted your proctor site to schedule the essay before showing up.

You are responsible for finding a qualified proctor to complete your essay. The proctor must be a college, university, or library. Proctors cannot be family members, friends, or co-workers.

For assistance in finding a proctor: contact a guidance counselor, a public librarian, an academic advisor, or the dean of students or registrar's office at a nearby college, or university. Any fees incurred are your responsibility.

Submitting the proctored essay

- Before submitting the application, find a qualified proctor (see above) with whom you have arranged the date, time, and location for the off-campus essay. If you do not submit a proctored essay form or your form is late, you may forfeit the opportunity to apply for the program.

- Complete the essay and have the proctor submit the essay by email directly to nancy.harris@seattlecolleges.edu.

Proctored Essay Approval and Procedures

When the proctored essay request has been scheduled, contact Nancy Harris with the information from the testing site. A second e-mail will be sent to you and your proctor that includes details about essay policies and procedures. Proctors will receive the essay materials and instructions from the program assistant via email nancy.harris@seattlecolleges.edu (see paragraph below).

You must complete essays within the specific period of time and no later than the on-campus essay date. Proctors must return all essay materials by fax or e-mail (scanned materials) immediately following completion of the essay. Detailed instructions—fax number, and return e-mail address—are included in the e-mail sent to proctors shortly before the date of the essay.

If you or your proctor do not follow the essay procedures, you may forfeit the application.

For more information, e-mail nancy.harris@seattlecolleges.edu anytime, or call (206) 934-4186 Monday through Friday, 8 am to 4:30 pm.

7. Prospective dental hygiene students who are interested in entering the program must successfully complete all of the prerequisite courses for the program with a minimum 2.5 grade. You may repeat courses to improve your grade. Your **most recent grade will be used** for selection purposes. All science and math classes must be taken within the last five (5) years. If you have any questions, please email advisorcentral@seattlecolleges.edu.
8. Students must complete all prerequisite courses (as stated in No. 7 above) with a minimum grade of 2.5. Completion of prerequisites does not guarantee admission into the dental hygiene program. Admission is a competitive process.

Competitive Process Information and Point System

Selection/Review Process: Incomplete files will not be considered in the selection/review process. It is the applicant's responsibility to ensure that his/her file is complete and up-to-date, prior to established deadlines.

Applicants will go through a selection/review process. Twenty students will be selected for program entry each Spring Quarter. All other qualified students will be placed on an alternate list. Re-Applicants for the following year, must resubmit their application forms, pay the nonrefundable application fee, and meet the current year's deadline date.

All applicants will be notified of their acceptance status and applicants on the alternate list will be ranked. Alternates should stay in contact with the Dental Hygiene Program Coordinator (206-934-4186) if interested in remaining as an active applicant. If a selected applicant withdraws, alternate candidates will be contacted.

Prior to registration all students must have a no discrepancies National/State criminal background check.

The Competitive Selection is calculated by a Pre-Selection criteria which is 50% of the points and are derived from a 20 points rating as listed below:

- Employer Recommendation Letter (1 pt.)
- Community Member Recommendation & Service Hours Declaration (2 pt.)
- Essay Evaluation (up to 8 points total)
- GPA (total of 5 points broken down by the bullets below:
 - GPA between 2.5 – 2.9 (2 pt.)
 - GPA between 3.0 – 3.3 (3 pts.)
 - GPA 3.4 or higher (5 pts.)
- Multi-Purpose Verification Form (Verification of 500-1000 hours Dental Assisting Experience): (1pt.)
- CDA Certification (Not to be confused with Registered DA); OR more than 1,000 hours experience as a Neighborcare dental assistant; OR graduation from a CODA accredited dental assistant program requiring 9 months or more full time study (1 pt.)
- Verified Worker Retraining Applicant/Military Experience (2 pt.)

The second portion of the Competitive Selection consist of 50% of the points and are derived from the Group Interview which include:

- Five questions that equal 18 points.