

DENTAL HYGIENE APPLICATION AND INFORMATION PACKET FOR FALL 2009

LAKE WASHINGTON TECHNICAL COLLEGE
11605 132nd Ave NE, Kirkland WA 98034-8506

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Please read this entire packet carefully

Make a copy of your completed application materials for your records.

RESOURCES

Information about admission process	Advising	www.lwtc.edu/advising/dh	425-739-8300
Questions about transferable credits	(Attendance at or completion of the online information session at the website above is required before meeting with an adviser)		
Applying to college, transcripts, etc.	Enrollment Services	www.lwtc.edu/future/	425-739-8104
HOBET appointments & questions	Assessment/Testing	www.lwtc.edu/assessment	425-739-8115
Financial Aid information	Financial Aid	www.lwtc.edu/financialaid	425-739-8106
International Student Services		www.lwtc.edu/future/international	425-739-8145

The Dental Hygiene Program is accredited (approval-without reporting requirements) by the American Dental Association (ADA) Commission on Dental Accreditation. In addition, Lake Washington Technical College is accredited (approval-without reporting requirements) by the Northwest Association of Schools and Colleges. Approval (without reporting requirements) is an accreditation classification granted to an educational program indicating that the program achieves or exceeds the basic requirements for accreditation.

Application Submission Information

Please mail or hand-carry your application to the following address by the deadline of February 13, 2009:

Lake Washington Technical College – Enrollment Services W201
11605 132nd Ave NE
Kirkland WA 98034-8506

Consider paying for a Return Receipt Requested form if submitting application by mail.

All materials listed on the Checklist for Dental Hygiene Application (page 7) should be in the envelope you submit; no changes or additions will be accepted after the deadline.

Important Reminders

Admission procedures for Lake Washington Technical College and the Dental Hygiene Program are subject to change. It is important to request a new information packet each application period from Enrollment Services (425-739-8104), or go to <http://www.lwtc.edu/dental>, Program Details, Admission Requirements. This packet contains the application requirements for Fall quarter 2009.

If you are re-applying, you must complete a current Dental Hygiene application and Form B, and submit updated copies of transcripts, HOBET score sheet and work verification forms **if anything has changed** since the previous application period. Contact Enrollment Services about reactivating your application file.

Schedule

- | | |
|-------------------|---|
| July/August 2008 | Information and Application packet available. |
| December 2008 | All prerequisites must be completed by the end of Fall quarter 2008 or Fall semester 2008 to apply for Fall 2009. <u>Any degree you plan to have count for education points must also be completed by this deadline. It must show on an official transcript.</u> No exceptions. |
| February 6, 2009 | Applicants taking the HOBET at <u>LWTC</u> must complete it by this date. |
| February 13, 2009 | Submit-or postmark by this date-the following in an envelope to Enrollment Services: <ul style="list-style-type: none">• Checklist for Dental Hygiene application• LWTC Application for Admission• Signed proof of <u>2 of 3</u> Hepatitis B vaccinations completed (2 copies)• Fall 2009 Dental Hygiene application• Fall 2009 Form B• Official sealed college transcript(s) from <u>all</u> colleges; foreign transcripts must have a United States evaluation, and your degree must be recognized by the United States Standards for credit.• Copy of CDA certificate (if current Certified Dental Assistant)• HOBET test score sheet• Work experience verification form(s) from employer(s) in sealed envelope(s) |

April 17, 2009 Selected students will be called and offered a position in the Hygiene class of 2011.

An email address will be required on the Dental Hygiene application.

The top applicants by ranking will be invited in for an interview, and to complete a short essay. **All those interviewed will receive notification of their status, after the selected students have been informed.** There is not a wait list for this program.

Due to the large volume of applications, it is not possible for Enrollment Services or the Dental Program to respond to phone calls, email, or in-person inquiries regarding your application status. Please check your application carefully prior to submission. **Consider a Return Receipt Requested form if mailing.**

Requirements for Application

Eligibility requirements for application to the Dental Hygiene Program:

- Signed proof from doctor/clinic of 2 of 3 Hepatitis B vaccinations completed (2 copies)
- HOBET test score sheet
- All prerequisites completed by the end of Fall Semester 2008 or Fall Quarter 2008 with a minimum grade of 2.7 (B-) in each course (all eleven).

Program Prerequisites

Math		College level [102 or above]	5
Chem& 121 (101)	Science	Introduction to Chemistry (Principles of...)	5
Chem& 122 (102)	Science	Introduction to Organic Chemistry	5
Biol 211	Science	Anatomy and Physiology I	6
Biol 212	Science	Anatomy and Physiology II	6
Engl& 101		English Composition I (Written Expression)	5
Psyc& 100 (101)		General Psychology	5
CMST& 220 (Spch& 220)		Public Speaking	5
Soc& 101 (Soci 110)		Introduction to Sociology	5
Biol& 260 (215)	Science	Microbiology	5
Biol 106	Science	Nutrition for Healthcare Professionals	5

- **A&P courses from other colleges with the equivalent of 5 LWTC credits will be accepted.**
- Chemistry must include both inorganic and organic components.
- All science courses must have been completed within the last 7 years (*chemistry, anatomy and physiology, microbiology and nutrition*). Limit may be waived upon presentation of credentials.
- Questions about credit equivalence and/or transferability should be directed to an advisor in Student Services at 425-739-8300.

In the previous application period, the median values for those who qualified for interviews were: 3.60 GPA for Science prerequisites, 3.60 GPA for Other prerequisites, an Associates degree, 250 hours minimum of work experience and a score of 33.13 on the HOBET (as figured on page 4).

HOBET

Applicants must take the Health Occupations Basic Entrance Test (HOBET); **the test cannot be waived**, as it is part of the Selection Criteria. The scores are good for two years. An official copy of the test score sheet will be supplied to the applicant for his/her file. If the test is taken at LWTC, it must be completed by February 6, 2009.

Choices for taking the HOBET:

1. Call the Lake Washington Technical College Assessment (Testing) Center at 425-739-8115; leave your name, telephone number, and first and second choices for test dates. Please arrive 15 minutes early and have your picture ID. The fee of \$40 is payable prior to or on the day of your testing appointment.
2. Contact colleges near you to find out if the HOBET is offered.

Study guides are available by contacting the LWTC Bookstore at 425-739-8108 or calling toll-free 1-800-292-2273. Contact the LWTC Assessment Center at 425-739-8115 with questions about the test and information about assistance to prepare to take the test. Leave a message and they will get back to you.

Selection Criteria for Fall 2009

Part 1: Selection to Interview

Education:

AA, AS, AAS, ATA or equivalent degree = 5 points

BA, BS, MA, MS and higher, or equivalent degree = 10 points

Points Percent

10 10%

Science Prerequisite courses:

Cumulative G.P.A. _____ (your actual G.P.A., calculated on Form B - page 6)

[GPA of 3.6 or above is 30 points. If below 3.6 multiply actual GPA times 8.3333 for points]

30 30%

Other Prerequisite courses:

Cumulative G.P.A. _____ (your actual G.P.A., calculated on Form B - page 6)

[GPA of 3.6 or above is 10 points. If below 3.6 multiply actual GPA times 2.7777 for points]

10 10%

Work Experience:

Minimum 1400 hours of human Medical related patient care **experience** = 5 points

Minimum 250 hours of Dental office patient **experience** (volunteer counts) = 5 points

Current Certified Dental Assistant (CDA) – copy of certificate required = 5 points

Minimum 1400 hours of (chairside) Dental Assisting **employment** = 10 points

10 10%

HOBET Score :

Composite percentage divided by 100 and multiplied by 20, average of the critical thinking scores divided by 100 and multiplied by 10, and an additional 10 points for reading at a post-high school level, all combine to give the applicant the possible 40 points

40 40%

Total Possible Points & Percentage: 100 100%

Part 2: Selection to Program

The selected candidates with the highest ranking will be notified by phone and invited to come in for an on-site interview. Prior to the interview, candidates will complete a short, timed written essay.

Interview/Overall Impression: Candidate scores are dependent upon their professional dress, communication skills, and the ability to understand questions, problem solve and critically think through an answer to each question. 60%

Timed Essay: Points are scored on grammar, spelling, vocabulary, punctuation, the ability to follow directions and overall organization of the paper. 30%

Selection to Interview Score (from Part 1 above) 10%

Total Possible Percentage: 100%

The candidates with the top 30 scores will be offered, by phone call and letter, a position in the upcoming class. A deposit of \$500.00, applicable toward tuition, is due at that time. A background check through CertifiedBackground.com will also be required. Result letters will be mailed to **the other candidates interviewed.**

There is not a wait list for this program.

Due to the large volume of applications, it is not possible for Enrollment Services or the Dental Program to respond to phone calls, email, or in-person inquiries regarding your application status. Please check your application carefully prior to submission. *Consider a Return Receipt Requested form if mailing.*

DENTAL HYGIENE APPLICATION

Admission Fall 2009

Please check the appropriate boxes. This page, and the Form B on page 6, must be filled out completely and sent with your application packet each year. The deadline for submission of the packet for Fall 2009 is February 13, 2009.

There is currently no application fee for Dental Hygiene. Accepted students will pay a \$500.00 deposit to be applied toward tuition. A background check through CertifiedBackground.com will also be required.

Place all items checked off below in a single large envelope and hand carry or postmark by February 13, 2009 to: LWTC Enrollment Services W201, 11605 132nd Ave NE, Kirkland WA 98034. *If submitting by mail, consider paying for a Return Receipt Requested form at the Post Office to confirm when your application arrives at the college.*

Name: _____ SID/SS #: _____
 Address: _____ Phone #: _____
 City/State: _____ Zip Code: _____
 Email address (**required**): _____

Please list the highest college degree (AA, BA, etc.) you have completed by the end of Fall semester 2008 or Fall quarter 2008. You must have an official transcript showing the degree for it to count.

Degree	Year	Quarter/Semester	Institution

Official sealed college transcripts from all colleges attended. (Transcripts for institutions not in English require a notarized official translation. Call Enrollment Services at 425-739-8104 for information.)

Science Prerequisite G.P.A. (figured on Form B on page 6); 3.60 or above = 3.60. _____

Other Prerequisite G.P.A. (figured on Form B on page 6); 3.60 or above = 3.60. _____

Checklist (completed on page 7)

HOBET score sheet (An official copy from the test site).

Date taken _____ Test site _____
 Scores: Composite score _____ Post high school reader? Yes ____ (10 pts) No ____ (0 pts)
 Critical Thinking: Inferential _____ Main idea _____ Predicting outcomes _____

Signed **proof from doctor/clinic of 2 of 3 Hepatitis B vaccinations completed (2 copies)**

In sealed envelope(s) from employer(s):
 Dental or Medical work experience (check one, enter total hours and number of work verification forms):
 Make copies as needed of form on page 8. Check (√) Total Hours # of Forms

1400 hours medical-related patient care experience	_____	_____	_____
250 hours dental office patient experience	_____	_____	_____
1400 hours of dental chairside employment	_____	_____	_____

OR Certified Dental Assistant (CDA), copy of certificate if current. Expiration date: _____

No dental or medical experience/employment

Have you ever been accepted to a hygiene program? Yes ____ No ____

If Yes, when and where? _____

Admissions Application for Fall 2009 Form B

Please complete the following information concerning the required Dental Hygiene prerequisite courses for Lake Washington Technical College. **Any application that is incomplete on February 13, 2009 will automatically disqualify the applicant for consideration of selection into the Fall 2009 class.**

- **All prerequisites must be completed by the end of Fall Semester 2008 or Fall Quarter 2008 with a minimum grade of 2.7 (B-) in each course (all eleven).**
- **All science prerequisites (Chemistry, Anatomy and Physiology, Microbiology and Nutrition) must have been taken within the last 7 years. The limit may be waived upon presentation of credentials.**

Grade points below 2.7 will not qualify.

To find the grade points for each letter grade, please use the following conversions:

A= 4.0 points B+=3.3 points B-= 2.7 points

A-=3.7 points B =3.0 points

If your transcripts use numerical grades like 4.0, 3.8, etc., use those numbers for grade points.

Enter the college name and course number/title (if taken elsewhere), term/year taken, credit hours and grade point (**in numeric form**) that you want us to consider. Please add together and divide by the number of grade points for courses that are the same (ie...Chemistry and the Chemistry Lab). Do not include courses other than those listed below.

For each course, multiply the grade point by the number of credit hours to obtain the "quality points" (QP).

Example: 4.0 (grade point) x 5 (credit hours) = 20 quality points (QP)

Note: multiply semester credit hours by 1.5 for LWTC quarter credit hour equivalence

Example: 3 semester credit hours x 1.5 = 4.5 LWTC quarter credit hours

Total up the "quality points" and divide by the total number of credit hours to obtain the "grade point average" (GPA).

Example: 120 quality points (20 QP x 6 courses) / 30 credit hours (5 credit hours X 6 courses) = 4.0 GPA

SEE PAGE 3 FOR QUESTIONS ABOUT LWTC COURSE NUMBERS AND TITLES.

College Name	LWTC Course # /Title	Other College #/Title	Term/Yr	Cr Hrs	Grade	QP
	Chem& 121 - Intro to Chemistry					
	Chem& 122 - Intro to Organic					
	Biol& 241 (211) - A & P I					
	Biol& 242 (212) - A & P II					
	Biol& 260 - Microbiology					
	Biol 106 - Nutrition/Health. Prof.					
Totals						

Science GPA _____

College Name	LWTC Course #/Title	Other College #/Title	Term/Yr	Cr Hrs	Grade	QP
	Psyc& 100 - General Psychology					
	Soc& 101 - Intro to Sociology					
	Engl& 101 - English Composition I					
	CMST& 220 - Public Speaking					
	Math - degree level (102 or above)					
Totals						

Other GPA _____

Name

SID or SS#

Checklist for Dental Hygiene Application for Fall 2009

Reminder - submit all items (including this form) in a manila envelope to Enrollment Services.

Provided by applicant:

<u>Submitted</u> <u>New</u>	<u>Already</u> <u>Submitted</u> *	<u>Program Requirement</u> * If already submitted to Enrollment Services put quarter/year
_____	_____	Math - degree level - [102 or above] - 5cr
_____	_____	Chem& 121 (101) - Introduction to (Principles of) Chemistry - 5cr
_____	_____	Chem& 122 (102) - Introduction to Organic Chemistry - 5cr
_____	_____	Biol& 241 (211) - Anatomy and Physiology I - 6cr LWTC (5cr other)
_____	_____	Biol& 242 (212) - Anatomy and Physiology II - 6cr LWTC (5cr other)
_____	_____	Engl& 101 - English Composition I (Written Expression) - 5cr
_____	_____	Psyc& 100 (101) - General Psychology - 5cr
_____	_____	CMST &220 (Spch 220) - Public Speaking - 5cr
_____	_____	Soc& 101 (Soci 110) - Introduction to Sociology - 5cr
_____	_____	Biol& 260 (215) - Microbiology - 5cr
_____	_____	Biol 106 - Nutrition for Healthcare Professionals - 5cr
_____	_____	Official college transcripts for <u>all</u> colleges attended
_____	_____	LWTC application for admission
_____	_____	Fall 2009 Dental Hygiene application
_____	_____	Fall 2009 Form B
_____	_____	Copy of CDA certificate (if <u>current</u> Certified Dental Assistant)
_____	_____	Official copy of HOBET score sheet *
_____	_____	Signed proof of 2 of 3 Hepatitis B vaccinations completed ** (2 copies)
_____	_____	Work Experience verification form(s) from employer(s) in sealed envelope(s)
_____	_____	Checklist for Dental Hygiene Application-Fall 2009 (this form)
_____	_____	Email address (required)

* Applicants taking the HOBET at LWTC must complete it by February 6, 2009.

** Hepatitis B vaccination series - complete the first 2 of 3 by the application deadline. The third must be completed by orientation day. Signed proof from doctor/clinic must be provided; 2 copies of each.

➤ Please be sure to check that all eleven (11) prerequisite grade points are 2.7 or above.



EMPLOYEE DENTAL/MEDICAL WORK VERIFICATION

(For Fall 2009 Dental Hygiene application file)

Employee: _____

Start date: _____

Position: _____

End date: _____

Total hours worked: _____
(Please do not enter hours per week.)

Specific duties:

Employer: _____

Address: _____

Employer's signature

Phone #: _____

Date

Required for verification

This form must be returned to the applicant in a sealed envelope, with your signature across the seal, so that the applicant may turn it in with the application materials; he/she will not receive recognition for the work if not submitted.

Application Checklist and Other Information (keep for your reference)

Submitted New	Already Submitted	(if already submitted put quarter/year submitted to Enrollment Services)
_____	_____	Math – degree level – [102 or above]
_____	_____	Chem& 121 (101) – Introduction to (Principles of) Chemistry
_____	_____	Chem& 122 (102) – Introduction to Organic Chemistry
_____	_____	Biol& 241 (211) – Anatomy and Physiology I
_____	_____	Biol& 242 (212) – Anatomy and Physiology II
_____	_____	Engl& 101 – English Composition I (Written Expression)
_____	_____	Psyc& 100 (101) – General Psychology
_____	_____	CMST& 220 (Spch 220) – Public Speaking
_____	_____	Soc& 101 (Soci 110) – Introduction to Sociology
_____	_____	Biol& 260 (215) – Microbiology
_____	_____	Biol 106 – Nutrition for Healthcare Professionals
_____	_____	LWTC application for admissions
_____	_____	Fall 2009 Dental Hygiene form (to apply or reapply)
_____	_____	Fall 2009 Form B (to apply or reapply)
_____	_____	All official college transcripts (not printouts of electronic transfer files as degrees are not included)
_____	_____	Copy of certificate, if <u>current</u> CDA (Certified Dental Assistant)
_____	_____	Official copy of HOBET score sheet (see below)
_____	_____	Signed proof from doctor/clinic of 2 of 3 Hepatitis B vaccinations completed (2 copies) *
_____	_____	Work verification form(s) from employer(s) in sealed envelope(s)
_____	_____	Checklist for Dental Hygiene Application-Fall 2009 (page 7)
_____	_____	Email address (required)

Please make copies as needed of the forms provided in this packet, and keep a complete copy of your application packet for your records.

There is currently no application fee for dental hygiene.

All prerequisites must be completed by the end of Fall Semester 2008 or Fall Quarter 2008 to apply for Fall 2009. **Each of the eleven (11) prerequisites must be completed with a minimum grade of 2.7. Your degree must also be completed by this deadline to count for education points. It must show on an official transcript. No exceptions.**

Applicants taking the HOBET at LWTC must complete it by February 6, 2009.

If you are re-applying, you must complete a current Dental Hygiene application and Form B, and submit updated copies of transcripts, HOBET score and work verification forms if anything has changed since the previous application period. Contact Enrollment Services (425-739-8104) about reactivating your application file.

All materials listed on the Dental Hygiene application (page 5) should be in the envelope you submit; no changes or additions will be accepted after the deadline. *If submitting by mail, consider paying for a Return Receipt Requested form at the Post Office to confirm when your application arrives at the college.* You will be notified if you are in the interview group.

All **interviewed candidates** will receive notification of their status, mailed after the new class has been chosen.

Accepted students will pay a \$500.00 deposit applicable toward tuition. A background check through CertifiedBackground.com will also be required. Further instructions about preparing for orientation and the Fall 2009 quarter will be sent out in June. Information about the 2009-2010 academic calendar may be found online.

A copy of the curriculum can be found in the College catalog, both in print and online.

*** Hepatitis B vaccination series – complete the first 2 of 3 by the application deadline. The third must be completed by orientation day. Signed proof from doctor/clinic must be provided; 2 copies of each. Keep a copy for your records.**

Due to the large volume of applications, it is not possible for Enrollment Services or the Dental Program to respond to phone calls, email, or in-person inquiries regarding your application status. Please check your application carefully prior to submission.

Item	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6	Quarter 7	Totals
Number of credits	21	18	17	10	19	20	15	120
Tuition	\$ 1,765.36	\$ 1,568.08	\$ 1,502.32	\$ 1,042.00	\$ 1,633.84	\$ 1,699.60	\$ 1,370.80	\$ 10,582.00
School supply fee	\$ 591.00	\$ 306.00	\$ 357.00	\$ 266.00	\$ 446.00	\$ 410.00	\$ 413.00	\$ 2,789.00
Lab coat fee	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 490.00
Books	\$ 1,100.00	\$ 200.00	\$ 200.00		\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,800.00
Instruments and supplies	\$ 7,100.00				\$ 1,100.00			\$ 8,200.00
Professional Association dues	\$ 60.00				\$ 60.00			\$ 120.00
Uniforms, shoes and name tags	\$ 170.00							\$ 170.00
Liability insurance	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 322.00
National Board exam fee						\$ 100.00		\$ 100.00
Washington State License fee							\$ 100.00	\$ 100.00
Western Regional exam fee							\$ 1,285.00	\$ 1,285.00
Jurisprudence exam fee							\$ 50.00	\$ 50.00
	\$ 10,902.36	\$ 2,190.08	\$ 2,175.32	\$ 1,424.00	\$ 3,455.84	\$ 2,425.60	\$ 3,434.80	\$ 26,008.00
Tuition per credit (1-5)	\$ 142.64							
Tuition per credit (6 and above)	\$ 65.76		These costs are estimates and are subject to change.					
<u>INTERNATIONAL STUDENTS</u>								
Item	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6	Quarter 7	Totals
Number of credits	21	18	17	10	19	20	15	120
Tuition	\$ 2,649.55	\$ 2,326.00	\$ 2,218.15	\$ 1,463.20	\$ 2,433.85	\$ 2,541.70	\$ 2,002.45	\$ 15,634.90
School supply fee	\$ 591.00	\$ 306.00	\$ 357.00	\$ 266.00	\$ 446.00	\$ 410.00	\$ 413.00	\$ 2,789.00
Lab coat fee	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 490.00
Books	\$ 1,100.00	\$ 200.00	\$ 200.00		\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,800.00
Instruments and supplies	\$ 7,100.00				\$ 1,100.00			\$ 8,200.00
Professional Association dues	\$ 60.00				\$ 60.00			\$ 120.00
Uniforms, shoes and name tags	\$ 170.00							\$ 170.00
Liability insurance	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 46.00	\$ 322.00
National Board exam fee						\$ 100.00		\$ 100.00
Washington State License fee							\$ 100.00	\$ 100.00
Western Regional exam fee							\$ 1,285.00	\$ 1,285.00
Jurisprudence exam fee							\$ 50.00	\$ 50.00
	\$ 11,786.55	\$ 2,948.00	\$ 2,891.15	\$ 1,845.20	\$ 4,255.85	\$ 3,267.70	\$ 4,066.45	\$ 31,060.90
Tuition per credit (1-5)	\$ 184.79							
Tuition per credit (6 and above)	\$ 107.85		These costs are estimates and are subject to change.					