



# Dental Assisting Admissions

**DEADLINES:**

**Spring Cohort: Dec. 1st**

**Fall Cohort: June 1st**



## Dental Assisting Overview

Dental Assistants are a vital part of a dental team. They assist dentists and dental hygienists with examinations and treatments, ease patients' anxieties, perform administrative duties, schedule appointments, file insurance claims, and generate billing. Dental Assisting is a respectable profession and dentistry offers a plethora of different work environments. Dental Assistants can work with General Dentists, Orthodontists, Pediatric Dentists, Prosthodontists, Periodontists, and Oral Maxillofacial Surgeons in hospitals or dental clinics, private practices, dental schools, or public health services departments. Many choose the program as a stepping stone to a Dental Hygiene program or Dental School.

## Admission Requirements for Dental Assisting Program

1. If you are not a Prairie State Student, complete the PSC [general admissions college application](#).
2. Job Shadow Requirement: Before applying, students must job shadow in a dental office of their choice for 8 hours and provide a [job shadow form](#) signed by the dentist to admissions. (If you have trouble finding a dental office to shadow at, please email Dawn Piper at [dpiper3@prairiestate.edu](mailto:dpiper3@prairiestate.edu))
3. Math Requirement: Successful completion of PSC's MATH 091 or MATH 093 with a C or better; **or** PSC's Assessment Exam placement score at Math 094 or higher.
4. English Requirement: Successful completion of PSC's ENG 099 with a C or better; **or** PSC's Assessment Exam Placement Score at ENG 101 level.
5. Participate in the on-demand Dental Assisting Program Informational Session and complete the Info session google form (this information will be sent to you after you submit your Dental Assisting intent form.)
6. Submit an official high school transcript or high school equivalency transcript.

After completing the above items, applicants must complete a program intent form available on the application portal. Students can access the portal on the [Selective Admissions webpage](#). **Transcripts and the program intent form deadline are Dec. 1st for Spring Cohort and June 1st for the Fall cohort. Priority is given to in-district students. IT IS THE STUDENTS' RESPONSIBILITY TO CHECK THEIR PRAIRIE STATE EMAIL FOR PROGRAM INFORMATION AND CORRESPONDENCE.**

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## **Selection Process**

Preference is given to district 515 residents first. If there are remaining seats, then preference will be given to permanent residents of the eight community college with which PSC has a cooperative agreement for the Dental program (Heartland Community College, Illinois Valley Community College, Joliet Junior College, Kankakee Community College, Morton College, Moraine Valley Community College, Richland Community College and South Suburban College). Out-of-cooperative districts and out-of-state will be considered if there are available seats after all district 515 residents, and residents of the eight community colleges have been considered.

## **Accepted Students**

1. After receiving the acceptance letter via the application n portal, students will need to accept their offer by the deadline date listed in the acceptance letter.
2. Information regarding registration will be included in a mandatory orientation. The date and time for orientation is available in the acceptance letter.
3. Student must attend the mandatory orientation.
4. Complete Castlebranch components.

### ***Castlebranch: Background check/ Physical/ Drug test/Vaccines***

All students enrolled in the dental assisting program must complete a criminal background check, 10-panel drug screen, and physical examination and demonstrate proof of immunizations and/or immunity before starting the program. Failure to complete all requirements will prohibit the student from entering the program. These requirements are covered in depth in the student handbook.

Vaccinations are a critical necessity of being a healthcare professional. If a student has chosen not to be vaccinated due to medical, religious, or cultural reasons, they will be asked to sign an acknowledgment that an off-campus learning facility may only accept the student with proof of immunization. The program will not guarantee an alternate placement if a student is rejected from a clinical site. Documentation from a medical facility and/or clergy will be required if vaccines are not completed.

To be successful in the dental assisting certificate program, a student must have the skills and abilities essential to perform the functions of a dental assistant in the dental field. Students applying to the dental assisting certificate program must be able to perform these skills and abilities upon admission to the program with or without reasonable accommodations. A

healthcare provider must verify the student's ability to complete these skills and abilities. This is covered in depth within the student handbook.

After acceptance into the DA program, schedule a meeting with [Carina Lowe](#) to plan your academic journey. This is mandatory to ensure you will have all prerequisites completed.

## *Physical Demands*

*Dental assistants frequently:*

- Use their hands to handle, control, or feel objects, tools, or controls.
- Repeat the same movements.
- Bend or twist their body.
- Sit for long periods.
- Stand for long periods.

*It is important for dental assistants to be able to:*

- See details of objects that are less than a few feet away.
- Understand the speech of another person.
- Speak clearly so listeners can understand.
- Hold the arm and hand in one position or hold the hand steady while moving the arm.
- Use fingers to grasp, move, or assemble very small objects.
- Make quick, precise adjustments to machine controls.
- Use one or two hands to grasp, move, or assemble objects.

*It is not as important, but still necessary, for dental assistants to be able to:*

- Move two or more limbs together (for example, two arms, two legs, or one leg and one arm) while remaining in place.
- See details of objects that are more than a few feet away.
- See the differences between colors, shades, and brightness.
- Bend, stretch, twist, or reach out.
- Hear sounds and recognize the difference between them.
- Focus on one source of sound and ignore others.
- Use stomach and lower back muscles to support the body for long periods without getting tired.
- Be physically active for long periods without getting tired or out of breath.
- Use muscles to lift, push, pull, or carry heavy objects.
- React quickly using hands, fingers, or feet.
- Make fast, repeated movements of fingers, hands, and wrists.
- Move arms and legs quickly.
- Use muscles for extended periods without getting tired.
- Choose quickly and correctly among various movements when responding to different signals.
- Adjust body movements or equipment controls to keep pace with speed changes of moving objects.
- Coordinate the movement of several body parts, such as arms and legs, while the body moves.
- Keep or regain the body's balance or stay upright when in an unstable position.
- Determine the distance between objects.

## **ADDITIONAL PROGRAM INFORMATION**

***\*\*\*While in DA104 Radiology: All students will be required to bring into the clinic four patients who are due for x-rays. While in Dental Materials: students will place 2 sealants.***

***Throughout the program, students will practice skills on each other (such as taking impressions, blood pressure, and head and neck exams), but students will not practice taking x-rays on each other.***

### **OFF - CAMPUS CLINICAL FACILITIES**

Students in the Dental Assisting program complete required clinical experiences at private dental offices and clinics and special off-campus assignments. Transportation to all off-campus assignments is the sole responsibility of each student. Students are responsible for all costs associated with travel/transportation. The externship begins on the very first day of classes. Students can arrange to complete externship hours at their family dentist. Students who need access to a dental office must email the program coordinator before classes begin.

***Upon completion of the Dental Assisting Certificate Program with a “C” or better, graduates will be eligible for the following:***

#### **DANB’s NELDA certification Exam - Pathway I:**

1. Graduation from a dental assisting program located within a post-secondary institution that is accredited by an organization recognized by the U.S. Department of Education but is NOT CODA-accredited, AND
2. High school graduation or equivalent
3. Current CPR, BLS or ACLS from a DANB-accepted provider

#### **DANB’s CDA certification - Pathway II:**

1. High school graduation or equivalent, AND
2. Minimum of 3,500 hours of approved work experience, AND
3. Current CPR from a DANB-accepted provider

For additional information on Dental Assisting National Board Exams visit <https://www.danb.org/>

## Pathway to Dental Hygiene

Deadline to apply: **February 1**

Prairie State College Dental Assisting graduates have 2 years from the time they complete the Dental Assisting program to pathway into the Dental Hygiene program. Otherwise, students will need to apply for the traditional 2-year program. If the student has completed the Dental Assisting certificate more than one year prior to the application deadline, the student will need to meet all pathway requirements and will be required to have a skills evaluation completed by Dental Hygiene Faculty.

25% of the year's dental hygiene seats will be allocated to Dental Assisting Pathway students.

### **Pathway Requirements:**

In order to qualify for the Pathway program students must meet the following by February 1st:

1. Successfully complete Prairie State College Dental Assisting program with a GPA of 3.0 or higher in Dental Assisting courses
2. Be a permanent resident of Prairie State College District 515 for at least 90 days prior to the application deadline.
  - a. Proof of residency is required to be considered an in-district applicant. (see Residency Requirement)
3. Successfully complete the NELDA exam and submit passing results to the Enrollment Services Office by the February 1st deadline.
4. Successful completion of DA 104 and DA 106 with grades of C or better
5. Students need to complete the following general education and prerequisite courses by February 1st:
  - Completion of math 091 or 093 with a C or better or placement into math 094 or higher, or equivalent
  - ENG 101, COMM 101, PSYCH 101, SOCIO 101, CHEM 105\*, BIOL 221\*, BIOL 222\*, BIOL 211\*

\*Science courses must be completed with grades of C or better and be taken within the last 7 years

A Humanities/Fine Arts Elective (3 credit hours) is required for graduation from the Dental Hygiene program. This course does not need to be completed by the February 1st deadline, however, it does need to be completed prior to being eligible for graduation from the AAS degree.

6. Submit online Dental Assisting to Dental Hygiene Pathway application intent form

### **Student Ranking (Dental Assisting to Dental Hygiene Pathway)**

25% of the year's dental hygiene seats will be allocated to Dental Assisting Pathway students.

Since the number of applicants is likely to be greater than the number of seats in the next class, all applicants will be ranked.

The following criteria are utilized to rank pathway applicants

1. Points will be awarded for completion of all Prairie State College Dental Assisting courses (see Formula for Scoring)
  - a) If a course has been repeated, the most current course/grade will be used for calculating points.
  - b) If two or more applicants have the same rank score and a lesser number of seats are available for the next class, remaining seats will be filled from the group with equal rank scores on the basis of the date of completed application.
2. If seats remain available after all district 515 residents have been accepted, preference will then be given to the permanent residents of the eight community colleges with which PSC has a cooperative agreement for the Dental Hygiene Program (Heartland Community College, Illinois Valley Community College, Joliet Junior College, Kankakee Community College, Morton College, Moraine Valley Community College, Richland Community College and South Suburban College)
3. Out-of-cooperative residents will be considered only if space is available after all qualified in-region applicants have been considered.

### **Formula for Scoring (Dental Assisting to Dental Hygiene Pathway)**

Course points will be calculated by multiplying course credit hours by the appropriate numerical equivalent of the grade earned (A=4/B=3/C=2). Example: You've earned an A in DA 101 which is 2 credit hours. An A is equal to 4 points, so 2 credit hours x 4 points = 8 ranking points. Ranking points will only be earned for Prairie State College Dental Assisting courses for the pathway program.

## Estimated Dental Assisting Program Costs

The cost of travel to area dental offices is at the student's expense.

NELDA exam cost	\$400
2 sets of Navy Blue Scrub Top, Pants and Jacket	\$100
Shoes: clean, white, gray, or black gym shoes with rubber soles (minimal coloring on the gym shoe is acceptable). Shoes must be closed-toe and back. Shoes must cover the tops of the foot.	\$30
Castlebranch compliance tracker: drug test & background check	\$105
Texts for all Dental Assisting courses	\$600
Physical Exam and Immunizations	\$200
** Cost for physical exam and immunization can vary considerably depending on healthcare coverage.	

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### Semester 1

Registration Fee \$10

*1 General Education Course* 3 credit hours \$174 x 3 credit hours = \$522

4 Dental Assisting Courses \$174+75 credit hour healthcare course surcharge

DA101	2 credit hours	\$498 in district	
DA103	4 credit hours	\$996 in district	lab fee \$75
DA104	4 credit hours	\$996 in district	lab fee \$75
DA298	2 credit hours	\$498 in district	

**Total Tuition & Fees for Semester 1**

**\$3670**

### Semester 2

Registration Fee \$10



2 *General Education Courses* 3 credit hours each \$174 x 3 credit hours = \$1044

3 Dental Assisting Courses \$174+75 credit hour healthcare course surcharge

DA106	4 credit hours	\$996	\$75 lab fee
DA201	4 credit hours	\$996	\$75 lab fee
DA299	2 credit hours	\$498	

**Total Tuition & Fees for Semester 2**

**\$3544**

NOTE: Tuition and Fees are subject to change each year. Tuition is shown in the district. Travel to/from clinical sites is at the student's expense. Any additional immunizations or criminal background check requested by a clinical site is at the student's expense.