



College of  
New Caledonia  
School of Health Sciences

# Dental Assisting Certificate Program

Application & Information Package

September 2023 Intake

## APPLICANT CHECKLIST

All of the following should be completed and submitted electronically to the College of New Caledonia's Office of the Registrar at [regoffice@cnc.bc.ca](mailto:regoffice@cnc.bc.ca).

- ☐ Complete online application, pay application fee
- ☐ Official high school transcripts
- ☐ Official transcripts from post-secondary institution (if applicable)

### Admission Requirements

- ☐ High school graduation or equivalent
- ☐ The following courses, each with a grade of "C+" or higher:
  - Anatomy & Physiology 12, or BIO 050, or equivalent
  - English Studies 12, or English First Peoples 12, or ENGL 050, or ENGL 051, or equivalent

## APPLICATION INFORMATION

### Application to Registrar

Apply through the "Apply Now" button on the [Dental Assistant Program page](#) on the CNC website.

### Requirements to be met Once Accepted

The list below is some of what will be required after you are accepted into the program. More information will be provided in your acceptance package and during orientation. All associated costs are the responsibility of the student.

*\*Do not arrange for this information until you receive instructions in your acceptance package.*

- a.** Proof of current immunization status (including Hepatitis B)
  - Required by the BC Centre for Disease Control and as outlined in the Practice Education Guidelines BC Immunization.
  - Students may be prevented from starting clinical placements with incomplete immunization schedules.
- b.** Dental examination within the last 9 months of admission
- c.** CPR-C certification (minimum requirement CPR Level-C or Basic Life Support (BLS)).
  - Students are responsible for maintaining certification while in the program.

**d. Criminal Record Check Schedule B**

**Notes:**

Clinical hours are required for graduation.

All certifications must remain valid throughout the program.  
Students may be required to travel for practicum placements

## SELECTION CRITERIA

### Limited

If there is room in the program, you will be accepted once you have met all the admission requirements. This is called “first qualified, first accepted.” If you qualify after the program is full, you will be put on a wait list for the 2023 Intake.

Self-identified Canadian Aboriginal applicants who meet the admission requirements by the priority deadline will be given priority for four (4) seats.

Six (6) seats will allocated to qualified international student applicants who meet the admission requirements by the institutional release date.

## GENERAL PROGRAM INFORMATION

### Program Specific Recommendations

To be successful as a dental assistant student and professional, the student requires:

- a caring nature, interest in the well-being of others
- excellent interpersonal skills
- good time management skills
- good eyesight, hearing, and hand-eye coordination. It is strongly recommended that students have an eye examination and obtain corrective eyewear if needed.
- ability to accurately follow verbal and written directions
- ability to manage a fast-paced, demanding, and stressful work environment
- computer literacy, especially experience with word processing and internet
- students to model the same standard of oral health that they encourage in their patients

It may be necessary for a student to be placed in a practicum location outside the Prince George area. Students are expected to cover the costs of accommodation, travel, and living expenses.

All costs associated with certifications, courses, and/or documentation requirements are the student's responsibility. In addition to expenses of tuition, textbooks, and uniforms, students are required to purchase miscellaneous clinic supplies and equipment. Information regarding estimated program costs, supplies, immunizations and other required documentation will be provided to students in a program acceptance package. All costs associated with the above are the responsibility of the student.

## ADVANCED STANDING AND COURSE CHALLENGES

The Dental Studies Department of the College of New Caledonia supports granting credit for previous education that directly relates to either the Dental Hygiene or Dental Assisting program. Students with previous education will have the opportunity to demonstrate they have previously met the goals and objectives of a particular course.

To facilitate this process, the student must approach the Program Coordinator or Associate Dean with the request to have his/her credentials evaluated as they relate to a course. The student must provide copies of transcripts and course syllabi with course objectives as part of their credentials. The Program Coordinator or Associate Dean, in consultation with the instructor responsible for the course, will evaluate the student's credentials.

Challenges for all courses must be submitted within three weeks after the program starts. The student should attend all classes until it is determined if credit is granted. Students will be advised of the Exemption and Assessment Policy in their program acceptance letters.

Refer to "Admissions, fees and policy information" in the calendar for policy and fee information on exemptions, challenging exams, and prior learning assessments.