# PIERCE COLLEGE DENTAL HYGIENE: PACIFIC NORTHWEST DENTAL HYGIENE INSTITUTE

# DOCUMENTATION CHECKLIST & APPLICATION INSRUCTIONS

|  |
| --- |
| **COURSE OFFERRINGS & COST (Not all courses may be offered in a year.)** |
| **Course** | **Course Dates** | **Days on Campus** | **Estimated 2023 Cost** (Anticipate a 10% increase/year. Does not include rental fee, books and instruments) | **Maximum Participants** |
| Restorative | **Online:** August 1 – mid-September**On-campus:** Late August to mid- September | 10-11 | $7000.00  | 10 |
| Local Anesthesia | **On-campus**: March or April or August**Online:** February/March or August | 4-5 | $3500.00 | 15 |
| Nitrous Oxide Psycho-sedation | **On-campus**: March or April or August**Online:** February/March or August | 1 | $500.00 | 20 |

|  |  |
| --- | --- |
| REQUESTED YEAR OF ATTENDANCE |  2023 2024 2025 2026  |
| COURSES NEEDED(Check all that apply) |  Restorative Local Anesthesia Nitrous Oxide Psycho-sedation |
| Disclaimer | There is no guarantee that a course will be offerred in a given year as it is dependent on the number of qualified applicants, and the ability of the institution to offer the course. |

## **DOCUMENTATION CHECKLIST**

* Download and complete this application, **page 2.**
* Proof of Dental Hygiene Graduation from a U.S. or Canadian Accredited Dental Hygiene program.
1. Already a **Licensed Dental Hygienist** in another state or province?
	1. Choose one of the following to copy and have the copy Notarized to be included in your application.
		1. Dental Hygiene degree, or
		2. Dental Hygiene diploma, or
		3. Official transcripts showing your Dental Hygiene degree.
2. Current **Dental Hygiene Student** anticipating graduation the year you wish to take the course(s) (U.S. and Canadian)?
	1. A signed letter, on official letterhead, from the Dean/Chair/Program Director from the dental hygiene program you are attending to include:
	2. Verification of accreditation by the Commission on Dental Accreditation in the U.S. or equivalent international credentials dental hygiene or dental program;
	3. Anticipated graduation date; and
	4. Status as a student in the program. Eg. A student in good status.
* Copy of Vaccinations/Immunizations and current within six (6) months one-step PPD test for TB.
* Includes COVID vaccine and Influenza\* immunization. *\*If there is a medically documented reason for not having the influenza vaccine, please provide this documentation. There are no exemptions from the other vaccinations at this time.*
* Copy of CPR certification (copy of card): *Must be current during on-site attendance of course*.
* If applicable - Copy of Local Anesthesia Certification and/or passing of recent Local Anesthesia Board Examination

Note: If you are currently an international student enrolled in a U.S. or Canadian accredited dental hygiene program, we will accept you as a student in the PNWDHI based on your currently approved international student status at the other institution. Non-US Citizens. If you are not a USA citizen, please contact: Shannon Scott, International Education Admissions & Registration Specialist at (253) 964-6656 or email her at smscott@pierce.ctc.edu to be assigned an International Student ID. Include this number on the Application Form for our reference.

* Send, in ONE PACKET, your completed application and corresponding documents to the following address:

## **APPLICATION**

Remember, you must be able to prove you are either already a licensed dental hygienist in the USA or Canada, OR anticipate graduation from a CODA dental hygiene program no later than the end of June in the year you with to attend to be eligible for these courses.

**All Deadlines, Course Requirements, Submissions, etc. are the Sole Responsibility of the Applicant**

|  |  |  |
| --- | --- | --- |
| LAST NAME      | FIRST      | MIDDLE INITIAL      |
| PREVIOUS LAST NAME      | BIRTHDATE       | EMAIL ADDRESS (Required)      |
| ADDRESS      | CITY      | STATE      | ZIP      |
| CELL PHONE      | HOME PHONE      | WORK PHONE      |
| USA Citizen [ ]  Canadian Citizen [ ]  International Student [ ]  Country of Citizenship       |
| Which Proof of Dental Hygiene/Dental Graduation or Degree Are You Submitting? |
| DENTAL HYGIENE LICENSE [ ]  YES [ ]  NO  | LETTER DH DIRECTOR [ ]  YES [ ]  NO |
| TRANSCRIPT [ ]  YES [ ]  NO | DIPLOMA [ ]  YES [ ]  NO |
| DENTAL HYGIENE/DENTAL SCHOOL       | CITY      | STATE      | GRADUATION DATE *(mm/yy)*       |

By signing below, I verify that the information contained within this application has been provided honestly and to the best of my ability. I understand that the materials I have provided are considered to be my documentation eligibility to which placement into the Pierce College Pacific Northwest Dental Hygiene Institute will be evaluated.

I understand that in addition to these documents, I must REGISTER and PAY to secure a spot in the course once I have been verified, sent instructions via my personal email, and payment is expected in full six weeks before the start of the online course.

I understand that failure to do so by the deadline within the emailed instructions will forfeit my opportunity for the course due to the high demand of the course.

In the event that we cancel the course, you will be contacted no later than four weeks before the start of the online portion of the course, and be fully refunded. If you withdraw from the course after the six week deadline for full payment, you will forfeit the full payment.

|  |  |
| --- | --- |
| SIGNATURE:  | DATE: |

**MAILING ADDRESS**

Pierce College Dental Hygiene

Attn: PNWDHI, Director M. Hospenthal

9401 Farwest Drive SW

Lakewood, WA 98498-1999

|  |
| --- |
| REGISTRATION/PAYMENT/DOCUMENTATION DEADLINES |
| Once your completed application is received and validated, you will be sent instructions via email on how to Register and Pay for the Course. You must do so by the deadline in the email. We adhere to the deadlines strictly as courses are in very high demand. Full payment is expected six weeks before the start of the online portion of the course. Additional fees may apply dependent on the course.  |