

**GEORGIA HIGHLANDS COLLEGE  
DENTAL HYGIENE  
FREQUENTLY ASKED QUESTIONS**

**DO I NEED TO APPLY SEPARATELY TO DENTAL HYGIENE?**

Yes, in addition to applying to Georgia Highlands College for general admission, you must complete and submit a separate application to the Dental Hygiene Program. You can find this application, instructions and forms on our website. We highly encourage applying to GHC for general admission before Jan 1 to ensure acceptance before our March deadline. The admissions processing is taking longer due to new criteria so if you wait too late your application may be incomplete because you have not been admitted to GHC. Check our website for the most current application process info. (<http://www.highlands.edu/dental>)

General admission is handled solely by the admissions office. We will not follow up or intervene on this process. It is your responsibility to check back with that department until you receive official notice of acceptance and that proof must be included in your application. An application fee or submission of an application is not proof of admission.

**DO I HAVE TO ATTEND A DENTAL HYGIENE INFORMATIONAL SESSION?**

Yes, each applicant must include the proof of attendance form received at the dental hygiene informational session with their application. **This session must be attended within a year prior to the March 1<sup>st</sup> deadline.** The session dates and times will be listed on our website. You must attend a complete information session. Proof of attendance will not be awarded if you arrive late. Yearly schedule is on our website at [www.highlands.edu/dental](http://www.highlands.edu/dental)

**WHEN IS THE BEST TIME TO APPLY?**

If you submit your application between January 1 and March 1, you will allow adequate time for the processing of your forms by the department. This will permit you enough time to find out if all forms have arrived and if not you will be able to track down what is needed prior to the **March** deadline. All items must reach our office prior to or on March 1 of each year. Items postmarked March 1 or received after March 1 will not be considered. If March 1<sup>st</sup> falls on a weekend it is imperative that you get things in by the last day of business prior to March 1<sup>st</sup>. Plan ahead to avoid the last minute rush and stress.

**DO YOU HAVE A WAITING LIST TO GET INTO DENTAL HYGIENE?**

Our program does not use a waiting list for the admission process. We require that interested students go through the application process each year. The specific requirements for reapplying are listed in the following question.

**IF I WANT TO REAPPLY NEXT YEAR, WHAT DO I NEED TO SUBMIT AND WHEN?**

To re-apply to the program, you must submit all new forms. This includes application, personal statement, references, observations, etc. Please submit all forms to our office prior to the **March 1<sup>st</sup>** deadline. We will not use any materials from previous applications. All observation hours

must be new (within the last year) March 1-March1 of application year. Attendance at an information session must be within the last year also.

### **DO I NEED TO SEND OFFICIAL TRANSCRIPTS WITH MY APPLICATION?**

If you have only attended Georgia Highlands College we will be able to acquire your grades from the Banner system. If you will be attending Georgia Highlands for the first time or if you have ever attended another school, then you will need to submit transcripts from all colleges you have attended. Submit these transcripts to GHC admissions not our office. We encourage you to check with our department to be sure we have proof of all core curriculum courses you have completed before the deadline.

### **DO I HAVE TO TAKE THE SAT/ACT?**

All applicants **must** submit a SAT of 850 or greater or an ACT composite score of 18 or greater. We require that you submit your original scores or a copy of the original scores. We will no longer take these scores off transcripts or banner. We will accept the ISAT. All scores must be in to our department by the deadline of the application year. If you have taken the test recently you may be able to go to [www.collegeboard.org](http://www.collegeboard.org) and print off your scores. We will also take the scores off your **high school** not college transcript.

As of March 2005, the SAT changed to a new format. The report shows 3 sections: Math, Critical Reading and Writing. For dental hygiene admission purposes, the review board will only consider the Math and Critical Reading components. An applicant must have at least a total of 850 when the two sections are combined.

### **WHAT DOES IT MEAN IF I AM CHOSEN AS AN ALTERNATE?**

Each year the committee selects the top 14 students to be granted admission and also selects a number of applicants to be alternates. In the event that a student admitted withdraws or declines admission, their position will be offered to an alternate. In the past, we have used our alternate list frequently. Thus we recommend that the alternates continue with their courses since the possibility of being offered a position in the class exists until fall classes have started.

### **HOW CAN I MAKE MY APPLICATION COMPETITIVE?**

We accept 14 students each year and have approximately 2-3 applications for each position. Since the process is competitive, those applicants having completed the majority of science and core classes and received higher grades will rank higher in the admissions formula. Our admissions formula is listed on our brochure which is on our website. If you do not get into the program or are assigned alternate status and do not get accepted, we encourage you to contact our department to learn specific suggestions on how to improve your application should you desire to reapply next year.

### **CAN I DO MY OBSERVATIONS AT THE OFFICE I WORK IN?**

No. You must do your observations at 2 different offices that are General Dental Practices. (This means they see patients of all ages and all levels of dental disease)

## **DO YOU REQUIRE A PERSONAL INTERVIEW FOR ADMISSION?**

Yes. The completed records of all applicants who meet minimum requirements will be reviewed after **March 1<sup>st</sup>** and the top 20 applicants will be invited for an interview. The 14 students who are admitted into the dental hygiene program will be notified by mail after the interviews are concluded.

## **WILL THIS COURSE AT MY COLLEGE TRANSFER TO GEORGIA HIGHLANDS?**

If the course has already been taken, you will need to submit your transcript to our Admissions department for evaluation. If you have questions on whether a course you have taken can be substituted for one of our required courses, you may be required to submit a course syllabus and/or description if there is any question about transferability. This process may take a while so plan ahead to allow sufficient time for course evaluation by the admissions department. You must obtain this info from GHC before the deadline or credit will not be given.

If you are planning to take the course in the future, you need to send our department the course description from the school catalog so we can consult the appropriate department for approval.

## **DO I NEED TO SUBMIT ALL OF MY FORMS TOGETHER IN ONE PACKAGE?**

No. If you chose to do so be sure that the reference forms are each in a separate sealed envelope with the reference's signature across the flap. You should have signed the waiver statement on the reference form before you give the form to the reference to complete. If these forms are turned in by you unsealed, you will be asked to resubmit.

Any hygienist evaluation forms must be in sealed envelopes with signatures across the flaps if the applicant turns them in.

You can also send information as you get it ready. The references and hygienist evaluation forms can be mailed separately to our office. We will place them in your file as they arrive in our office. Please avoid the last minute rush and the possibility of having an incomplete application that will not be considered for admission. Be sure to check with our office prior to the deadline to confirm all materials have arrived.

## **WHAT IS A TYPICAL SCHEDULE LIKE ONCE IN DENTAL HYGIENE?**

The schedule varies from semester to semester. Students are given their schedule at the end of the previous semester so they can plan accordingly. We try not to bring in students for less than a 4 hour day unless it is for finals. But typically they are here from 8-4 two days a week, 7:30-5:30 two days a week, and 8-12 on Fridays.