

INDIANA UNIVERSITY SOUTH BEND
Admission Policies and Procedures
Associate of Science in Dental Hygiene (ASDH)
Bachelor of Science in Dental Hygiene (BSDH) Entry Level

GENERAL REQUIREMENTS to be considered for admission into the Dental Hygiene Program, an applicant must:

1. Submit an application with supporting documents by February 1. Applications received after this date may be considered only after applications received by the deadline have been reviewed and processed.
2. Be able to complete all prerequisite courses by July 1. Preference will be given to students who have completed all course work by the end of spring semester.
3. Completion of Dental Hygiene Observations (16 hours with three different dental hygienists in at least two different practice settings):
 - To document your observation, ask the dental hygienists to provide the following information on their office letterhead: your name, date and time of observation, and their signature.
 - An appointment for dental hygiene treatment at the IU South Bend Dental Clinic during the academic year may be substituted for one dental office observation.

SELECTION CRITERIA: Students are selected for admission based on:

1. A balance of overall grade point average (GPA), prerequisite GPA and science GPA which show promise of academic success. A minimum of 2.5 is required for each GPA (overall, prerequisite and science).
2. Completion of each prerequisite course with a grade of C or better.
3. Preferences will be given to students with a strong science GPA.

ACCEPTANCE INFORMATION: The selection committee will consider only applicants who submit a completed application and fulfill the requirements outlined above. Categories of acceptance are:

1. Full Acceptance
 - Applicant has met all program requirements which includes a criminal background check
 - Has completed all prerequisites by the end of the spring semester
 - Is one of the top full-time candidates
2. Alternate Acceptance: applicants who have met all program criteria and policies, but are not in category 1.
3. Non-acceptance: Applicants who cannot complete required course work by July 1 or who do not meet minimum academic requirements.

ACCEPTANCE NOTIFICATION and INTERCAMPUS TRANSFERS:

1. Applicants who meet the **February 1** application deadline will be notified of their admissions status after spring semester grades are received. To hold a place in this class, applicants must return the confirmation form within 10 days.
2. **Intercampus Transfer** requests are to be made after acceptance in the program has been confirmed. It is not necessary to make this request prior to acceptance into the program.
3. Alternates will be admitted after June 1 until the class is filled.

PREREQUISITE COMPLETION POLICY:

1. Students who have been accepted into the program and are completing prerequisite course work must provide a transcript of the final course grades.
2. Indiana University students can submit a copy of their transcript from Onestart. Non-Indiana University students must send an official transcript.

TRANSCRIPTS:

1. It is the student's responsibility to submit all college transcripts to the **Office of Admissions and the Dental Hygiene Program**.

REGISTRATION:

1. Students must complete all required prerequisite course work before they are eligible to enroll in Dental Hygiene classes. Please contact the Dental Education office at 574-520-4158 for information on registration.

RE-APPLICATION:

1. **Students who have not been accepted can reapply after November 1.**
2. To reapply, students must submit a new application and curriculum information sheet. If additional courses have been taken, an updated transcript is required. No additional observations are required. Student application files are kept for one year.