



Coastal Carolina Community College

Equal Education Opportunity and Equal Employment Opportunity Policy

Coastal Carolina Community College (Coastal), in compliance with and as required by Title IX of the Education Amendments Act of 1972 and its implementing regulations (Title IX) and other civil rights laws, as well as in furtherance of its own values as a higher education institution, does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender, gender identity, gender expression, pregnancy, disability, age, religion, veteran status, or any other characteristic or status protected by applicable local, state, or federal law in admission, treatment, or access to, or employment in, its programs and activities.

Discrimination and harassment are antithetical to the values and standards of the Coastal community; are incompatible with the safe, healthy environment that the Coastal community expects and deserves and will not be tolerated. Coastal is committed to providing programs, activities, and an education and work environment free from discrimination and harassment. Coastal is also committed to fostering a community that promotes prompt reporting and fair and timely resolution of those behaviors.

In appreciation for their service to this state and country during a period of war, and in recognition of the time and advantage lost toward the pursuit of a civilian career, all eligible veterans as defined in G.S. 128-15 shall be granted preference in hiring decisions to the extent allowed by statute.

It is the policy of this institution not to discriminate on the basis of sex in the admission requirements, educational programs, activities, or employment policies as required by Title IX in the Educational Amendments of 1972.

In conformance with the provisions of the Rehabilitation Act of 1973, and other applicable laws and regulations, Coastal Carolina Community College will not discriminate against any student, employee, or applicant for admission or employment because of physical disabilities.

The main campus of Coastal Carolina Community College has been designed with the elimination of physical obstacles so that all buildings, washrooms, laboratories and classrooms are readily accessible to and usable by those with physical disabilities.

Any student or applicant for admission with a disability who wishes to request some accommodation must contact the Admissions Office and ask for the Accommodation Request Form. If accommodation is not requested in advance in order to provide the College sufficient and adequate time to meet the student or applicant's needs, Coastal Carolina Community College cannot guarantee the availability of a reasonable accommodation when it is needed.

Any employee or applicant with a disability who wishes to request some accommodation must contact the Office of Personnel Services and Workplace Safety and ask for the Coastal Carolina Community College Accommodation Request Form. This form should be supported by medical, psychological, or other appropriate documentation. Once the request is completed and submitted to the Office of Personnel Services and Workplace Safety, the Director will work with the appropriate Vice President to develop an accommodation plan through interaction with the requestor, seeking consultation as necessary. If an accommodation that is within the resources of the College can be provided, components of the plan will be developed in accordance with the specific needs of the applicant/employee based on the documentation submitted. The decision on whether an accommodation will be made is determined by the President or his designee.

Any student or prospective student who believes that discrimination has limited any educational opportunity, or any College employee who believes employment rights have been denied on the basis of discrimination, or any individual who desires information concerning this policy should contact the following designated responsible employee: Affirmative Action Officer and Title IX Coordinator, Henderson Administration Building, (910) 938-6788.

**Coastal Carolina Community College
Dental Hygiene Program**

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Designated Points of Contact

Academic Advisors for Military Off-Campus Sites

Provides assistance to Service members seeking information regarding available student support services at Coastal Carolina Community College, in addition to information regarding admissions, distance education, registration, official degree plans, and other military and community resources.

Phone: (910) 451-2391

Email: militaryoffcampus@coastalcarolina.edu

Admissions & Counseling Services

Provides assistance for admissions, placement testing, academic advising, academic counseling, review of satisfactory academic progress, and program of study.

Phone: (910) 938-6394

Email: admissions@coastalcarolina.edu

Coordinator for Disability Support Services

Provides assistance in establishing and maintaining disability support services and advising.

Phone: (910) 938-6331

Email: diamondk@coastalcarolina.edu

Financial Aid

Provides assistance to students in completing the Free Application for Federal Student Aid (FAFSA) process, scholarships, and Federal Work-Study employment opportunities.

Phone: (910) 938-6332

Email: finaid@coastalcarolina.edu

Payment Options

Pay tuition or make inquiries regarding your billing statements.

Phone: (910) 938-6342

Email: studentpayments@coastalcarolina.edu

Registrar

Provides assistance for transcript request and processing, general residency questions, graduation applications, student records, and transcript evaluations.

Phone: (910) 938-6860

Email: registrar@coastalcarolina.edu

Success Coaches

Provides assistance with campus resources, tutoring, and study skills by using methods that help students reach their academic goals and graduate or complete their programs on time.

Career & Technical Success Coach

Phone: (910) 938-6828

Email: goodsonb@coastalcarolina.edu

Veterans Success Coach

Phone: (910) 938-6338

Email: millerc@coastalcarolina.edu

Early Engagement Success Coach

Phone: (910) 938-6130

Email: *vacant*

Distance Learning Success Coach

Phone: (910) 938-6307

Email: hallj@coastalcarolina.edu

Career & College Promise Liasion

Phone: (910) 938-6703

Email: padillah@coastalcarolina.edu

Veterans Programs

Provides assistance to military-connected students with veteran's entitlement benefit questions, benefit application assistance, program certification, and information regarding community resources.

Phone: (910) 938-6316

Email: veterans@coastalcarolina.edu

Section 1:
Applying to the
Dental Hygiene Associate Degree Program

Important Dates

Information Sessions	July 6, 2022 – January 27, 2023
Application Period	September 8, 2022 – January 27, 2023
Last Day to Take HESI Exam to Meet Deadline	January 25, 2023
Deadline to Submit: <ul style="list-style-type: none"> • HESI exam scores • Transcripts for points for completion of related coursework • Employment Verification Form • Proof of Dental Assisting National Board (DANB) certification 	January 27, 2023
Points Verification Letters Mailed	February 10, 2023
Decision Letters Mailed	March 3, 2023

Mandatory Dental Information Sessions

Date	Time	Day	Location
September 6, 2022	10:00 a.m.	Tuesday	CCCC, BT 101
September 14, 2022	2:00 p.m.	Wednesday	CCCC, BT 101
September 28, 2022	6:00 p.m.	Wednesday	CCCC, BT 101
October 7, 2022	2:00 p.m.	Friday	CCCC, BT 101
October 24, 2022	10:00 a.m.	Monday	CCCC, BT 101
November 8, 2022	10:00 a.m.	Tuesday	CCCC, BT 101
December 1, 2022	2:00 p.m.	Thursday	CCCC, BT 101

Registration is required. To register for an in-person session, please go to www.coastalcarolina.edu/academics/programs/health-science/dental. All sessions will begin on time and no one will be admitted once a session begins. You must stay for the entire session to receive credit. Please be prepared to stay 1 – 1 ½ hours for completion of the session. Children are not permitted into the information sessions. All sessions will be held in the A.D. Guy Business Technology Building in room 101.

Online Information Sessions

- Available July 6, 2022 – January 27, 2023
- To attend an online information session, please visit www.coastalcarolina.edu/academics/programs/health-science/dental/. Print a Dental Hygiene Bulletin to follow along with the presentation. You are responsible for adhering to the information in this Bulletin.
- The session must be viewed all the way through (do not click through slides) to receive credit for attendance. You will not be allowed to complete eligibility if your session shows up as “incomplete”. *Do not save the session to your desktop before viewing as this will cause the session to show up as incomplete.*

Things You Should Know Before You Apply

Upon acceptance into the Coastal Carolina Community College Associate Degree in Dental Hygiene program, you will be required to:

- Have a physical exam and complete a Student Medical Form documenting a level of physical and emotional health consistent with the ability to practice dental hygiene in an entry-level clinical setting.
- Complete an eye exam with an optometrist/ophthalmologist.
- Document that you have had several required immunizations specified on the Student Medical Form.
- Be screened on admission and annually for tuberculosis.
- Obtain and maintain current certification in American Heart Association's Basic Life Support for Health Care Providers (often referred to as BLS or CPR).
- Travel at your own expense to clinical locations when necessary in order to complete clinical requirements of the program.
- Be a clinical patient for your classmates and be responsible for finding clinical patients to meet program requirements.
- At your own expense, have criminal background check and urine drug screening.

Students in the Dental Hygiene program must not wear any visible body piercing ornaments, bracelets, long dangling necklaces, dangling earrings, or artificial nails in laboratory, pre-clinicals, clinicals, or rotation assignments. All body art must be completely covered in laboratory, pre-clinicals, clinicals, or rotation assignments.

Before visiting military clinical sites, Dental Hygiene students will be required to have a criminal background check. These are needed to obtain access to the military clinics. The results are provided only to our affiliated clinical agencies. College administration and faculty are not, at any time, allowed to view the criminal background results. Results do not affect admission decisions; however, it is possible that the results may prevent the applicant from participating in the clinical rotations and from continuing in the program.

The Boards of Dentistry in all states also require fingerprints and a criminal background check prior to issuing a license to practice dental hygiene. A history of felony or misdemeanor convictions could result in denial of a license to practice dental hygiene.

Accreditation

Coastal Carolina Community College's Dental Hygiene program is accredited by the Commission on Dental Accreditation and has been granted accreditation without reporting requirements.

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for treatment received by patients or individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611-2678 or by calling 1-800-621-8099 extension 4653.

Requirements for Eligibility – Level 1

It is the applicant's responsibility to ensure that the following eligibility requirements (Level 1) are met before completing an Eligibility Application with any Academic Counselor/Advisor in Student Services (Level 2):

1. Attend a mandatory Dental Information Session (see *Important Dates* for details).
2. Submit an application to Coastal Carolina Community College. The application is available online at www.coastalcarolina.edu.
3. Submit your official transcript(s) to the Admissions Office.
 - High school (or high school equivalency)
 - All colleges or schools attended after high school
 - CLEP (College Level Examination) scores
 - AP (Advanced Placement) scores
4. Meet math and chemistry pre-requisites.

MATH: One of the following must be complete or in progress:

- Algebra II – in high school with a grade of C or higher (must be 1 high school credit)
- DMA 040 Express/Lin Equa/Inequal **and** DMA 050 Graphs/Equations of Lines **or** MAT 070 Rational Express/Equation
- Complete MAT 003 Transition Math with a grade of P2
- College-level algebra course (other than Statistics) with a minimum grade of C

AND

CHEMISTRY: One of the following must be complete or in progress:

- CHM 090 Chemistry Concepts at a North Carolina community college (Fall 2018 or later)
- A transferrable college-level Chemistry course (with a lab) from any college or university with a grade of C or higher within the past five years (Fall 2018 or later)
- Chemistry in high school with a grade of C or higher within the past five years (Fall 2018 or later) **AND** successfully earned a passing score on the Coastal Carolina Community College CHM 090 Chemistry Concepts Competency Quiz (provide a copy of the competency quiz results to the Academic Counselor/Advisor)

5. Demonstrate college readiness in both English **and** mathematics by meeting one, or a combination, of the following to show required knowledge in each subject:
 - i. Graduated from any United States high school within the last 10 years with a GPA of 2.8 or higher, in accordance with Reinforced Instruction for Student Excellence (RISE) guidelines.
 - ii. Graduated from a public North Carolina high school between January 2016 and January 2019 with a GPA of 2.6 or higher (unweighted) and have completed a 4th Math (higher than Algebra II), in accordance with Multiple Measures guidelines.
 - iii. Completed (with the grade indicated) one of the following English courses:
 - DRE 098 (P)
 - BSP 4002 (P2)
 - ENG 002 (P2)
 - ENG 011 with ENG 111 (C)
 - iv. Completed (with the grade indicated) one of the following Math courses:
 - MAT 070 (C)
 - DMA 010 – DMA 050 (P)
 - BSP 4003 (P2)
 - MAT 003 (P2)
 - MAT 043 with MAT 143 (C)
 - MAT 071 with MAT 171 (C)
 - v. Completed (with the grade indicated) or enrollment in one of the following:
 - ENG 111 (without ENG 011) *or an equivalent College Composition course* (C)
 - MAT 143, MAT 161, MAT 171 (without MAT 043 or MAT 071) *or an equivalent algebraic College Math course* (C)

- vi. Completed a College approved placement test (e.g., RISE, NC DAP, Compass, ASSET, SAT, ACT, or Accuplacer/CPT) and meet the minimum college readiness scores, as provided in the College Readiness Placement Test Scoring Table. Test scores must be earned on or after August 1, 2020.

College Readiness Placement Test Scoring Table

RISE		NC DAP		COMPASS		ASSET		SAT		ACT		Accuplacer/CPT	
English	70 (Tiers 1 and 2)	Reading/English	151	Combined Reading and Writing	151	Combined Reading and Writing	82	Reading/Writing	480	English	18	Combined Reading and Sentence Skills/Next Gen.	166/250-300
Math	70 (Tiers 1 and 2)	DMA 010, DMA 020, DMA 030	7	Pre-Algebra	47	Numerical	41	Math	530	Reading	22	Arithmetic/Next Gen.	55/237-275
				Algebra	48	Elementary Algebra	41			Math	22	Elementary Algebra	55

NOTE: For applicants using course completion to meet placement, both an English and mathematics option must be completed to meet the eligibility requirements, and applicants who are unsure whether or not they meet either the English or the mathematics standards should meet with an Academic Counselor/Advisor. Applicants taking a placement test at a location other than Coastal Carolina Community College must submit official test scores prior to meeting with an Academic Counselor/Advisor to complete an Eligibility Application.

Dental Hygiene Program Requirements for Eligibility – Level 2

6. Individuals who have met Level 1 eligibility requirements will need to meet with any Academic Counselor/Advisor in the Student Center on Coastal’s main campus to complete an Eligibility Application. Please arrive no later than 30 minutes before closing.
 - Verification of points is completed **after** the application period has ended. Academic Counselors/Advisors will not be verifying points when meeting with the applicant to complete the Eligibility Application.
 - If an applicant currently resides at least 200 miles outside of Jacksonville, North Carolina, he or she must contact the Academic Counselor/Advisor designated for the Dental programs at (910) 938-6248 before January 27, 2023 to discuss other arrangements.
7. Submit documentation to earn additional points (see deadlines listed in *Important Dates*).
 - Any documentation for additional points that is received after the given deadline, regardless of the date postmarked, will not be considered.
8. Complete the HESI exam (beginning September 1, 2022 and no later than January 25, 2023) and earn the following scores:

Subject Area	Minimum Score	Minimum Average Score
Reading Comprehension	75%	75%
Grammar	75%	
Vocabulary	75%	
Mathematics	75%	

If an applicant chooses to take the test at a site other than Coastal Carolina Community College, the official scores must be sent from HESI and received no later than January 27, 2023. See the *HESI Exam Details* page for additional information.

9. Ensure updated transcripts for courses completed in the Fall 2022 semester (if applicable) are on file at Coastal Carolina Community College by January 27, 2023.
 - Please be aware that if an applicant is completing the math or chemistry course required to apply during the Fall 2022 semester, and the transcript is not on file at Coastal by the deadline (regardless of the date postmarked), the applicant will be ineligible to be considered for the 2023 Dental Hygiene program.

HESI Exam Details

Content

- Students will be tested in the following areas: reading comprehension, grammar, vocabulary, and math.

Availability

- The HESI exam may take up to four hours. The exam is available Monday – Thursday (8:00 a.m. or 1:00 p.m.) or Fridays (8:00 a.m.), on Coastal’s main campus. Available appointment times are viewable two weeks in advance. The testing schedule is subject to change.

Registration and Payment

- Applicants must register and pay online for the HESI exam ahead of time by setting up an Evolve/Elsevier account. The estimated cost of the exam is \$50, but is subject to change. A study guide is available for purchase in the College Store.
- Payment must be completed at least 24 hours in advance of the testing appointment.
- Applicants will obtain the payment link from an Academic Counselor/Advisor after completing their Eligibility Application.

Schedule an Appointment

- Applicants should schedule an appointment with the Testing and Placement Center through their *MyCCCC* portal on Coastal’s website (click on the Information for Placement Testing tile).
- If an applicant must cancel the appointment, he or she must notify the Testing and Placement Center at least 24 hours in advance. Failure to do so may result in applicants being unable to make another appointment.
- Due to limited testing space, if an applicant misses or cancels two appointments, he or she will not be able to reschedule for two weeks after the last missed or canceled appointment.

Scores

- Official scores will be available 48 hours after testing, and may be viewed through Evolve/Elsevier account.
- If an applicant decides to test a second time, he or she must pay the exam fee again (through a payment link obtained from an Academic Counselor/Advisor).
- Applicants may take the HESI exam twice in a testing cycle (September 1, 2022 – August 31, 2023) at Coastal Carolina Community College. It is the applicant’s responsibility to ensure they have earned the required HESI exam scores by the January 25, 2023 deadline.
- HESI exam scores must be completed within three years prior to entering the program to be valid for the application process (on or after August 1, 2020).

Off-Site Testing

- It is the applicant’s responsibility to locate an alternate testing site. Coastal does not have a testing ID to provide to other sites.
- If a student tests at another site, he or she must request an official transcript to be sent directly to Coastal (through the HESI website) for an additional fee.

Remote/Virtual Testing

- A virtual testing option is available, and subject to an additional fee. Please see an Academic Counselor/Advisor for more information.

Americans with Disabilities Act (ADA) Accommodations

- Questions about ADA accommodations may be addressed by contacting the Coordinator for Disability Support Services, Kelly Diamond, at (910) 938-6331 or diamondk@coastalcarolina.edu.

Ranking and Selection of Dental Hygiene Qualified Applicants

Coastal Carolina Community College has a limited number of spaces available in the Dental Hygiene program. Every year, the College receives applications from more qualified candidates than the program can accommodate. In order to be as fair as possible in making admission decisions among so many qualified applicants, Coastal has instituted a point system for ranking applicants.

Applicants will be awarded points for grades received in specific Dental Hygiene related courses based on the point system that best fits their profile. Courses taken for points must be completed by the end of the Fall 2022 semester.

Point Systems

There are two point systems:

- **Point System A** – College classes
- **Point System B** – High school classes

Points will be awarded for classes completed with a grade of C or higher. Grades of C- will not receive points. Additional points may be awarded for completing ACA 111 College Student Success or ACA 122 College Transfer Success with a grade of A.

Additional points may also be awarded for a student's Dental Assisting program GPA, current Dental Assistant Certification, and full-time chairside dental assisting work experience.

Points Verification

The tabulation of points is completed after the January 27, 2023 deadline to submit documentation. Points verification letters will be mailed to eligible applicants by February 10, 2023. Eligible applicants will be given a specific time frame to be able to question or request a review of the calculated point total. After that time, point calculations are considered accurate and final and will not be recalculated.

Accepted Students

The 18 highest ranking applicants will be *accepted* into the Dental Hygiene program.

- In the event that applicants have the same number of points, the HESI total score will determine ranking.
- If there is still a tie, the applicant submitting his or her Dental Hygiene application first will be ranked higher (date and time will be recorded on the Eligibility Application form).

Applicants will also receive an Agreement form. This form must be signed, dated, and returned by the deadline indicated in the letter and on the form. Failure to submit this form by the deadline, regardless of the date postmarked, will result in placement at the bottom of the alternate list.

Once an applicant accepts admission for any 2023 Allied Health program at Coastal Carolina Community College, all applications on file for any other 2023 Allied Health programs at Coastal will be cancelled.

An applicant who, for any reason, does not enter the 2023 Dental Hygiene program must reapply for the 2024 program, attend a 2024 Dental Information Session, and meet all admission requirements to be considered for the 2024 Dental Hygiene program.

Alternates

An alternate list will consist of the next 18 highest-ranking applicants. Should a space become available prior to the start of the program, the next qualified alternate will be notified.

Notification

The following letters will be mailed to qualified applicants by March 3, 2023:

- **Acceptance letter** – 18 highest-ranking applicants
- **Alternate letter** – next group of 18 highest-ranking applicants
- **Denial letter** – all other qualified applicants

It is every applicant's responsibility to notify the Admissions Office as well as the Academic Counselor/Advisor designated for the Dental programs of any address and/or phone number changes.

Point System A

Points are awarded for grades received in college-level courses within the Dental Hygiene program.

Dental Hygiene Related Course	Substitutions**	Point Value		
		Grade: A, A-Lecture/Lab OR CLEP Score: 70+ OR AP SCORE: 5	Grade: B+, B, B-Lecture/Lab OR CLEP Score: 60-69 OR AP Score: 4	Grade: C+, C Lecture/Lab OR CLEP Score: 50-59 OR AP Score: 3
BIO 163 Basic Anatomy & Physiology (5 year time limit)*	BIO 168 AND BIO 169 (5 year time limit)*	8/3	4/2	3/1
BIO 175 General Microbiology (5 year time limit)*	BIO 275 (5 year time limit)*	8/3	5/2	3/1
CHM 130 General, Organic, & Biochemistry (5 year time limit)*		8/3	5/2	3/1
CIS 110 Introduction to Computers		8	4	2
COM 120 Intro to Interpersonal Com	COM 231	8	4	2
ENG 111 Writing and Inquiry		8	4	2
SOC 240 Social Psychology	PSY 150 AND SOC 210	8	4	2
Humanities/Fine Arts (1)	Choose from list below	8	4	2

* Science courses (BIO 163 or BIO 168 & BIO 169; BIO 175 or BIO 275; and CHM 130) taken in or after the Fall 2018 semester are valid for the 2023 Dental Hygiene application process.

Substitution classes must be taken and passed with a minimum grade of a C prior to the start of the program.

Approved Humanities/Fine Arts for Dental Hygiene Program (Choose One)		
ART 111 Art Appreciation**	HUM 130 Myth in Human Culture	PHI 215 Philosophical Issues**
ART 114 Art History Survey I**	HUM 160 Introduction to Film	PHI 240 Introduction to Ethics**
ART 115 Art History Survey II**	HUM 211 Humanities I	REL 112 Western Religions
DRA 111 Theatre Appreciation**	HUM 212 Humanities II	REL 211 Intro to Old Testament
DRA 112 Literature of the Theatre	MUS 110 Music Appreciation**	REL 212 Intro to New Testament
DRA 211 Theatre History I	MUS 112 Introduction to Jazz**	REL 221 Religion in America
DRA 212 Theatre History II	MUS 210 History of Rock Music	

** Approved as Universal General Education Transfer Component (UGETC) courses

(73 points possible for all eight related college courses)

Applicants are **not** required to complete these courses prior to beginning the program. However, it is helpful to the applicant's overall ranking to have completed as many of these courses as possible by the end of Fall 2022.

Applicants may be awarded points for equivalent courses completed at another accredited college with a grade of C or higher. Grade points will be valued according to Coastal Carolina Community College's grading scale and will be awarded by the letter grade on the transcript. **In order for these courses to be considered for points, transcripts must be received by 5:00 p.m. on January 27, 2023.**

Submission of AP or CLEP scores satisfies requirement for the course, and applicants may submit scores for points or take the course for points **but may not receive points for both.**

Additional Points for Point System A

Dental Hygiene applicants may earn additional points for the following:

- Completion of (or current enrollment in) an American Dental Association accredited Dental Assisting program
- Work experience
- Current Dental Assisting National Board certification
- Completion of ACA 111 College Student Success or ACA 122 College Transfer Success
- HESI exam scores

Dental Assisting Program Enrollment or Completion

Graduates

- Final cumulative GPA

Currently Enrolled Students

- The fall semester GPA will be used for currently enrolled Dental Assisting students in an American Dental Association (ADA) accredited program if all of the courses required in the catalog for the fall semester have been successfully completed with a grade of C or higher. All DEN courses and related courses completed by the end of the fall semester will be counted in the GPA calculation only for the Dental Assisting fall semester.
- Any points received for the fall GPA will be revoked if the applicant does not graduate from the Dental Assisting program. Revoking these points could result in removal from the Dental Hygiene acceptance list.
- In the event an applicant has completed and graduated from an ADA accredited Dental Assisting program, equivalent to the Dental Assistant II level, and the institution awarding the diploma/certification does not indicate a final cumulative GPA *or* if the applicant has completed and graduated from an ADA accredited Dental Assisting program and his or her final cumulative GPA is below a 3.00, two points will be awarded.

GPA	Points
3.75 – 4.00	14
3.50 – 3.74	9
3.00 – 3.49	5
<3.00	2

ACA 111 or ACA 122

Applicants who complete ACA 111 College Student Success or ACA 122 College Transfer Success with an A in the course will earn two additional points.

Point System B

Point System B applies to applicants who:

- are still enrolled in their senior year of high school **OR**
- graduated 2020 or later and have not yet completed all classes in Point System A.

High school course work may be submitted for points only if the course is worth 1 credit.

If the student will have completed all of the related courses by the end of Fall 2022, Point System A must be used for their application.

Points are awarded for grades received in the following high school courses for the Dental Hygiene application:

High School Courses	Point Value For Course Grade	
	A	B
Biology	9	5
Advanced Biology OR Physics*	9	5
Chemistry OR Physics*	9	5
Algebra III OR Geometry OR Trigonometry OR Higher*	8	4
Algebra II	8	4
Algebra I	8	3
English III (11 th grade English) OR English IV (12 th grade English)*	7	3
English II (10 th grade English)	7	3

* Points will be awarded for **only one** course in each category.

(73 points possible for all eight high school courses)

Honors, AP, and IB designated courses with grades of A or B will receive one additional point in each category.

Grade points will be valued according to Coastal Carolina Community College's grading scale and will be awarded by the letter grade received on the transcript.

Point System A and Point System B **cannot** be combined. If the applicant is eligible for consideration under both point systems, the higher point total will be used for ranking.

High school equivalency scores will not be used to determine points. Only courses actually completed in high school, for which an applicant received an overall grade for performance, can be utilized to determine points.

Additional Points for Point System B

Dental Hygiene applicants may earn additional points for the following:

- High school class ranking
- Work experience
- Current Dental Assisting National Board certification
- Completion of Health Science or Biomedical Technology
- HESI scores

High School Class Ranking

Applicants are awarded points for their current or final senior year class ranking. There must be at least two students enrolled in the senior class for the year the applicant graduates.

Ranking	Points
1% – 5%	14
6% – 10%	10
11% – 15%	6
16% – 20%	4
21% – 25%	2
26% – 30%	1

Health Science or Biomedical Technology Courses

Applicants who have completed Health Science I and Health Science II **or** Biomedical Technology I and Biomedical Technology II at the high school level, with a B or higher, will be able to earn up to an additional two points. One point will be given for each course taken (two points maximum).

Additional Points for Point Systems A and B

Dental Hygiene applicants may earn additional points for the following:

- Work experience
- Dental Assisting National Board (DANB) Certification
- HESI score

Work Experience

Only work experience as a full-time chairside dental assistant will be counted. All work experience will be documented through an Employment Verification Form. The applicant will send the form to the dentist(s). The form needs to be faxed or mailed back to the Academic Counselor designated for the Dental programs and received by January 27, 2023.

Years of Experience	Points
3 or more	9
2	6
1	3

Dental Assisting National Board (DANB) Certification – 2 points

Applicants must provide documentation of current DANB Certified Dental Assistant certification to the Academic Counselor designated for the Dental programs. It is the applicant's responsibility to make sure documentation has been received by the Academic Counselor by the deadline.

Health Educational Systems, Inc. (HESI) A² Exam

Students completing the HESI exam on or after August 1, 2020 may receive additional points according to the following table:

Percentage Range	Points
93 – 100	20
85 – 92	15
80 – 84	10
76 – 79	5

= 120 Total Possible Points

Section 2:

Dental Hygiene Program Information

Accreditation and Important Notes

Accreditation

Coastal Carolina Community College's Dental Hygiene program is accredited by the Commission on Dental Accreditation and has been granted accreditation without reporting requirements.

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for treatment received by patients or individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611-2678 or by calling 1-800-621-8099 extension 4653.

Important Notes

Candidates accepted to the Dental Hygiene program must attend an orientation/registration meeting.

Candidates accepted to the Dental Hygiene program must upload the Student Medical Form, dental and eye examination forms, a copy of their American Heart Association CPR card, drug screen, background check, and all required titers and vaccination documentation to the CastleBranch program.

Dental Hygiene students must be aware of the importance of regular class attendance in order to be successful in their classes. Applicants should coordinate doctor appointments and vacations with College holidays and breaks. Also, it is vital to have child care arrangements worked out in advance in case of children's illnesses, teacher work days, etc. If excess absences are accumulated, then a Dental Hygiene student will be dropped from the program in accordance with the attendance guidelines in the *College Catalog*.

Dental Hygiene students are strongly advised to limit the number of hours they are employed in order to maximize their potential for academic success in the Dental Hygiene program.

Course substitutions must be completed prior to the start of the program. Once a student has started in the Dental Hygiene program, all Dental Hygiene and related courses not previously completed must be taken as listed in the student's catalog of record. Exceptions must be approved by the Dental Department Head.

Health Care Providers who test positive for Hepatitis or HIV must notify:

Chief, Communicable Disease Control Section
Post Office Box 27687
Raleigh, NC 27611-7687

Dental Hygiene Program Goals

The Dental Hygiene program goals are detailed below.

1. To provide a student-centered teaching environment that engages the students as active learners.
2. To educate dental hygiene students in the ethical, legal, and competent practice of dental hygiene.
3. To comprehensively prepare students with the knowledge and skills to assess, formulate a dental hygiene diagnosis, plan, implement, and evaluate dental hygiene care for the individual and the community.
4. To prepare dental hygiene graduates who provide patient-centered, comprehensive, evidence-based dental hygiene care.
5. To develop the interpersonal and patient-centered skills to interact effectively with diverse populations.
6. To promote professional growth, scientific inquiry, and an appreciation for lifelong learning.
7. To educate students on current technologies and the skills necessary to adapt to a rapidly changing healthcare system.
8. To engage students in the promotion of dental health ideals through service to the community and involvement with professional organizations.

Scope of Practice for Dental Hygienists

Dental hygienists licensed in the State of North Carolina may perform all functions of a dental hygienist as described by the North Carolina Practice Act.

Dental Hygiene Employment Opportunities

There are a variety of employment opportunities for graduates of the Dental Hygiene program. These options include, but are not limited to, the following:

- Private practice – general dentistry and specialties contract services for military installations
- State institutions – prison system, public health organizations, special needs organizations
- Supply companies/sales
- Consulting

Dental Hygiene Curriculum Description

The Dental Hygiene curriculum prepares individuals with the knowledge and skills to assess, plan, implement, and evaluate dental hygiene care of the individual and the community.

Students will learn to prepare the operatory, take patient histories, note abnormalities, plan care, teach oral hygiene, clean teeth, take x-rays, apply preventive agents, complete necessary chart entries, and perform other procedures related to dental hygiene care.

Graduates of this program may be eligible to take national and state/regional examinations for licensure which are required to practice dental hygiene. Employment opportunities include dental offices, clinics, schools, public health agencies, industry, and professional education.

Coastal Carolina Community College offers the Dental Hygiene program as an Associate in Applied Science degree. The appropriate course work is listed below.

			Hours Per Week			
			Class	Lab	Clinic	Credit
FALL SEMESTER (1st Year)						
BIO	163	Basic Anatomy and Physiology	4	2	0	5
CHM	130	General, Organic, and Biochemistry	3	0	0	3
CHM	130A	General, Organic, and Biochemistry Lab	0	2	0	1
CIS	110	Introduction to Computers	2	2	0	3
DEN	110	Orofacial Anatomy	2	2	0	3
DEN	111	Infection/Hazard Control	2	0	0	2
DEN	120	Dental Hygiene Preclinic Lecture	2	0	0	2
DEN	121	Dental Hygiene Preclinic Lab	0	6	0	2
			15	14	0	21
SPRING SEMESTER (1st Year)						
BIO	175	General Microbiology	2	2	0	3
DEN	112	Dental Radiography	2	3	0	3
DEN	130	Dental Hygiene Theory I	2	0	0	2
DEN	131	Dental Hygiene Clinic I	0	0	9	3
DEN	222	General and Oral Pathology	2	0	0	2
DEN	223	Dental Pharmacology	2	0	0	2
			10	5	9	15
SUMMER SEMESTER (1st Session)						
DEN	123	Nutrition/Dental Health	2	0	0	2
DEN	140	Dental Hygiene Theory II	1	0	0	1
DEN	141	Dental Hygiene Clinic II	0	0	6	2
			3	0	6	5
FALL SEMESTER (2nd Year)						
DEN	124	Periodontology	2	0	0	2
DEN	220	Dental Hygiene Theory III	2	0	0	2
DEN	221	Dental Hygiene Clinic III	0	0	12	4
DEN	224	Materials and Procedures	1	3	0	2
DEN	232	Community Dental Health	2	3	0	3
ENG	111	Writing and Inquiry	3	0	0	3
			10	6	12	16
SPRING SEMESTER (2nd Year)						
COM	120	Intro to Interpersonal Communication	3	0	0	3
DEN	230	Dental Hygiene Theory IV	1	0	0	1
DEN	231	Dental Hygiene Clinic IV	0	0	12	4
DEN	233	Professional Development	2	0	0	2
SOC	240	Social Psychology	3	0	0	3
		Humanities/Fine Arts Elective	3	0	0	3
			12	0	12	16
Total Semester Hours:						73

Academic Regulations

Once accepted in the Dental Hygiene program, students must meet the following academic standards:

- Maintain grades of C+ (77%) or higher on all dental (DEN prefix) courses. For science courses, students must maintain a grade of C (73%) or higher. For all other related courses, students must maintain a grade of C- (70%) or higher. Students will be disenrolled if requirements are not met.
- Students must complete all the courses no later than the semester they are scheduled in the *College Catalog*. Failure to do so will result in dismissal from the program.
- The possible transfer of Dental (DEN prefix) courses will be evaluated according to written College guidelines. General Education courses in the Dental programs are transferable according to the guidelines of the Comprehensive Articulation Agreement. The transferability of dental (DEN prefix) courses is at the discretion of the receiving institution.

Readmission/Transfer Procedure

A student requesting consideration for readmission or transfer must have an overall GPA of at least 2.0. The full readmission policy may be found in the current *Dental Hygiene and Dental Assisting Policies and Procedures Manual*.

- Anyone interested in readmission or transfer must contact the Dental Department Head.
- The decision will be made by the Dental Programs Readmission Selection Committee and will only be considered on a space-available basis.

Tuition and Expenses (Approximate Costs)

Tuition	\$5,233	(5 semesters)
Scrubs, Lab Coats, Shoes	400	
Liability Insurance	32	(\$16 per year x 2)
Books	1,350	
Instruments	1,440	
Dental Handpiece	1,200	
Dental Loupes	1,650	
Dental Hygiene Association Dues	130	(\$65 per year x 2)
Vaccines/Titers	1,010	
Health Exams (Eye, Dental, Physical)	600	
Dental Hygiene National Board & Review	860	
CPR	120	
Travel	200	
State Board	1,550	
Fetal Monitor (if pregnant)	230	
Drug Screen and Criminal Background Check	<u>122</u>	
TOTAL	\$16,127	

Costs listed above are estimates and subject to change. The In-State tuition rate is based on \$76 per credit hour plus student fees. Tuition rates are determined by the North Carolina General Assembly and are subject to change at their discretion.

- Applicants should complete FAFSA; North Carolina Student Loan Program for Health, Science, and Mathematics form; Coastal Carolina Community College Foundation scholarship form; and other scholarship forms as soon as possible.
- Applicants should consider other related expenses and issues such as transportation and gas, as well as child care and family responsibilities.
- Candidates who are admitted into the Dental Hygiene program will need a Real ID to participate in clinical rotations aboard Marine Corps Base Camp Lejeune.

Program-Related Requirements

Cardiopulmonary Resuscitation

All Dental Hygiene students must be certified in American Heart Association Health Care Provider Level cardiopulmonary resuscitation (CPR) at intervals not to exceed two years. A copy of such certification must be uploaded into the immunization tracker system before the first day of class. Certification must be maintained through graduation. Documentation must be on file for any student who is medically or physically unable to perform such services.

Communicable Disease Statement

Although there are no documented cases of the occupational spread of HIV to dental workers, students enrolled in the Dental Hygiene program are at a slight risk of exposure to blood and body fluids and the potential does exist for transmission of bloodborne and other infectious diseases during patient care activities. The risk of HIV disease transmission from dental patients to members of the dental team is extremely low. Nevertheless, there is some small potential for this to occur. The Americans with Disabilities Act forbids discrimination against patients with HIV; therefore, students are required to treat all patients assigned, regardless of the disease state of the patient. Refusal to treat any patient may affect the student's academic success.

Students who enter the Dental Hygiene program will be required to read and sign a Communicable Disease Statement and Waiver of Liability form. This form will become a part of the student's permanent record and will state that the student:

- Has been informed of his or her risk for exposure to blood and body fluids;
- Understands the potential for transmission of bloodborne diseases during patient care activities; and,
- Agrees to care for all patients that are assigned to him or her.

The student and a witness must sign the communicable disease statement. Students who are minors must have the form signed by a parent or legal guardian.

Training in Infection Control Procedures

No student will be allowed to deliver patient services in any setting until he or she has been instructed in infection control (as per OSHA guidelines) and has mastered material on safety and/or universal precautions with satisfactory accuracy. Following mastery of infection control skills and under faculty supervision, each student will be expected to provide services for patients with health deviations, including patients with HIV/HBV and other blood borne/infectious diseases, as part of routine clinical/lab curriculum experiences.

North Carolina State Board Examination

Dental Hygiene students should be aware that the following questions must be answered when completing the North Carolina State Board of Dental Examiners Application for Licensure to Practice Dental Hygiene. The answers to these questions may determine the applicant's eligibility to take the State Board examination. Applicants should contact the Board if they have any questions.

- “Have you ever been summoned, arrested, taken into custody, indicted, convicted or tried for, or charged with, or pleaded guilty to the violation of any law or ordinance or the commission of any felony or misdemeanor (excluding traffic violations), or have you been requested to appear before any prosecuting attorney or investigative agency in any matter? (Include all such incidents no matter how minor the infraction or whether guilty or not.) Although a conviction may have been expunged from the records by order of the court, it nevertheless must be disclosed in your answer to this question.”
- “Within the last ten years, have you been addicted to or received treatment for drugs, alcoholism, or afflicted with a serious communicable disease? If yes, give full details of your treatment.”
- “Have you ever been denied admission to any college or school for cause that reflects adversely on your character?”
- “Have you been dropped, suspended, expelled, or disciplined by any school or college for any cause whatsoever? If yes, please list on a separate sheet of paper the date, school and nature of cause.”

North Carolina State Board of Dental Examiners

507 Airport Boulevard, Suite 105

Morrisville, North Carolina 27560-8200

(919) 678-8223

www.ncdentalboard.org

info@ncdentalboard.org

Additional information: <http://www.ncdentalboard.org/PDF/credapldhonlineRev07new.pdf>

All applicants for the North Carolina State Board Examination are subject to criminal background checks. Also, employers may require drug testing.

Financial Aid Information

Federal Aid Sources

- Free Application for Federal Student Aid (FAFSA)
 - Apply online as soon as possible at www.fafsa.gov. Awards are made until funds are depleted.
 - You will need several documents to complete the FAFSA online.
 - 2021 federal tax returns
 - 2021 W-2s
 - Financial Aid services are available for students Monday, 8:00 a.m. – 7:30 p.m., and Tuesday through Friday, 8:00 a.m. – 5:00 p.m. You may contact the Financial Aid Office at (910) 938-6332 or finaid@coastalcarolina.edu, or visit them in the Student Center building.
 - The Student Services Office can also provide assistance with filling out the FAFSA.

State Aid Sources

- Workforce Innovation and Opportunity Act (WIOA)
 - The Human Services Office can provide assistance with applying for the WIOA scholarship. They can be visited Monday through Friday, 8:00 a.m. – 5:00 p.m. in the Kenneth B. Hurst Continuing Education Building, room 109, or contacted at (910) 938-6258.
 - This scholarship may be able to provide assistance with childcare and uniforms.
 - You will need to have already completed the FAFSA.

Local Aid Sources

- Coastal Carolina Community College Foundation Scholarships
 - Scholarships are available from the College Foundation Office to Coastal students who qualify under specific criteria.
 - For a complete listing of College Foundation scholarships available, please visit the College Foundation Office in the James Leroy Henderson, Jr. Administration Building or contact them at (910) 938-6792.
 - You will need to have already completed the FAFSA.

Visit www.CFNC.org for more financial aid opportunities and information.

Scholarships

Applicants are encouraged to complete the FAFSA and Coastal Carolina Community College Foundation Scholarship forms as soon as possible. The following scholarships are available specifically for Medical/Allied Health students:

- Agnes Vergon/EMS Scholarship
- Shields – Sparkman Medical/Allied Health Scholarship
- Shirley J. and Albert P. Rachide Scholarship
- Star of Life Scholarship

Please contact the College Foundation Office at (910) 938-6792 or foundation@coastalcarolina.edu, or in the James Leroy Henderson, Jr. Administration Building, for specific information about these and other scholarships.

MyCAA

My Career Advancement Account (MyCAA) Scholarship Program is a workforce development program that provides tuition assistance to eligible military spouses. Scholarships help military spouses pursue licenses, certificates, certifications, or associate degrees necessary to gain employment. Please visit www.coastalcarolina.edu/military/military-family-students for more details.

Appendices: Forms and Worksheets



444 Western Boulevard
Jacksonville, North Carolina 28546-6816
Phone (910) 455-1221
Fax (910) 455-2767
dentaladmissions@coastalcarolina.edu

Dental Hygiene Program Employment Verification Form

_____ has applied for the Dental Hygiene program and has provided
(Current/former Employee's name and last 4 of Social Security number)
your name as an employer. Please take a few moments to complete this form and return it directly from your office to
Coastal. Thank you for your assistance!

Verification of Full-Time Work Experience as a Chairside Dental Assistant

Average number of hours worked per week: _____

Total number of years and months employed: _____ year(s) _____ month(s)

Dates of full-time employment: ____/____/____ to ____/____/____

Employer's name: _____
(please print)

Phone: (____) _____ - _____

Date: _____

Signature of Employer: _____

**Please return this completed form to the Admissions Office by mail or fax
(Attention: Dental Counselor) before January 27, 2023.**

Students, it is your responsibility to verify the form was received by the due date. Please call (910) 938-6248 or email dentaladmissions@coastalcarolina.edu to verify that the form was received.

Dental Hygiene Applicant Points Worksheet – Point System A

(To be used by applicant to track course completion and points earned)

College Coursework (Point System A)			
Related Courses or Equivalent	Year	Grade	Points
BIO 163 OR BIO 168 AND BIO 169*			
BIO 175 OR BIO 275*			
CHM 130*			
CIS 110			
COM 120 OR COM 231			
ENG 111			
SOC 240 OR PSY 150 AND SOC 210			
Humanities/Fine Arts Elective:			

* Only science courses (BIO 163 or BIO 168 & 169; BIO 175 or BIO 275; and CHM 130) taken in or after the Fall 2018 semester are valid for the 2023 Dental Hygiene application process.

Total points for related coursework: _____

Additional Points

- Dental Assisting Program GPA (GPA = _____) _____
- ACA 111 or ACA 122 _____
- Dental Assistant Work Experience _____ x _____ (years) = _____
- Currently Certified Dental Assistant _____
- HESI Score _____
- TOTAL POINTS** _____

For Reference (Point System A)

Dental Hygiene Related Course	Substitutions	Point Value		
		Grade: A, A- Lecture/Lab OR CLEP Score: 70+ OR AP Score: 5	Grade: B+, B, B- Lecture/Lab OR CLEP Score: 60-69 OR AP Score: 4	Grade: C+, C Lecture/Lab OR CLEP Score: 50-59 OR AP Score: 3
BIO 163 Basic Anatomy & Physiology (5 year time limit)	BIO 168 AND BIO 169 (5 year time limit)*	8/3	4/2	3/1
BIO 175 General Microbiology (5 year time limit)	BIO 275 (5 year time limit)	8/3	5/2	3/1
CHM 130 General, Organic, & Biochemistry (5 year time limit)		8/3	5/2	3/1
CIS 110		8	4	2
COM 120	COM 231	8	4	2
ENG 111		8	4	2
SOC 240	PSY 150 AND SOC 210	8	4	2
Humanities/Fine Arts (1)	Choose from list below	8	4	2

Additional Points

Dental Assisting Program GPA

GPA	Points
3.75 – 4.00	14
3.50 – 3.74	9
3.00 – 3.49	5
<3.00	2

Completion of ACA 111 or ACA 122 with a Grade of A – 2 points

Work Experience

Years of Experience	Points
3 or more	9
2	6
1	3

DANB Dental Assisting Certification – 2 points

HESI Score

Percentage Range	Points
93 – 100	20
85 – 92	15
80 – 84	10
76 – 79	5

Dental Hygiene Applicant Points Worksheet – Point System B

(To be used by applicant to track course completion and points earned)

High School Coursework (Point System B):			
Course	Grade	+ 1 Point <small>(Honors, AP, or IB A or B)</small>	Points
Biology			
Chemistry OR Physics*			
Advanced Biology OR Physics*			
Algebra I			
Algebra II			
Algebra III OR Geometry OR Trigonometry OR higher*			
10 th Grade English			
11 th Grade English OR 12 th Grade English*			

* Points will be awarded for **only one** course in each category

For the purposes of North Carolina Common Core Integrated Math courses, the following are equivalents under Point System B: Math I = Algebra I, Math II = Geometry, Math III = Algebra II.

Total points for related coursework: _____

Additional Points

- High School Class Ranking (Ranking _____ %)
- Health Science or Biomedical Technology courses
- Dental Assistant Work Experience _____ x _____ (years) =
- Currently Certified Dental Assistant
- HESI Score
- TOTAL POINTS**

Coastal Carolina Community College

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Dental Hygiene

For Reference (Point System B)

Honors, AP, and IB designated courses with grades of A or B will receive one additional point.

High School Courses	Point Value For Course Grade	
	A**	B**
Biology	9	5
Advanced Biology OR Physics*	9	5
Chemistry OR Physics*	9	5
Algebra III OR Geometry OR Trigonometry OR higher*	8	4
Algebra II	8	4
Algebra I	8	3
English III (11 th grade English) OR English IV (12 th grade English)*	7	3
English II (10 th grade English)	7	3

* Points will be awarded for **only one** course in each category

Honors, AP, and IB designated courses with grades of A or B will receive one additional point in each category. For the purposes of North Carolina Common Core Integrated Math courses, the following are equivalents under Point System B: Math I = Algebra I, Math II = Geometry, Math III = Algebra II.

Additional Points

High School Class Ranking

Ranking	Points
1% – 5%	14
6% – 10%	10
11% – 15%	6
16% – 20%	4
21% – 25%	2
26% – 30%	1

Health Science **OR** Biomedical Technology Courses at High School Level, with a Grade of B or Higher – 2 points

Work Experience

Years of Experience	Points
3 or more	9
2	6
1	3

DANB Dental Assisting Certification – 2 points

HESI Score

Percentage Range	Points
93 – 100	20
85 – 92	15
80 – 84	10
76 – 79	5

Notes

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