



Dental Hygiene Program

2010 Admission Application Instructions

These instructions have been prepared for applicants to The Ohio State University Dental Hygiene Program. Please read these instructions carefully before completing the online application. Complete information about the dental hygiene program is available at www.dent.osu.edu/dhy.

Admission Criteria

Admission to Dental Hygiene is competitive because space in the class is limited; many well qualified applicants cannot be admitted. The overall grade point average and grades in the required sciences are important factors in the admission decision, and preference is given to applicants who successfully complete the required sciences at a four-year college or university. Successful candidates will also demonstrate interest, knowledge, and commitment to the dental hygiene profession as well as leadership, service, and other personal and academic strengths.

Prerequisites for Admission

An applicant for admission to the Dental Hygiene Program must present at least 45 quarter hours or 30 semester hours of credit exclusive of physical education from an accredited college or university. The pre-Dental Hygiene courses must include general biology, human anatomy, and a two-course sequence in chemistry, each of which must include both lecture and laboratory. English composition, basic college mathematics, and a general psychology course are also required. Students who attend Ohio State should fulfill these requirements by taking Biology 101 or 113, Anatomy 199, Chemistry 101 and 102 or Chemistry 121 and 122, English 110.01, Math 104 or higher, and Psychology 100. A grade of C- or better is required in all prerequisite courses. Equivalent courses may be taken at other institutions. A cumulative grade point average of 2.5 or higher is required for consideration, but most successful applicants will have a cumulative grade point average and science grade point average above 3.0.

When to Apply

The application for admission must be submitted between October 1 and April 1 of the year preceding anticipated enrollment. Applicants will be informed of their admission status by mid-July.

Students matriculate in the autumn quarter only. The sequencing of the Dental Hygiene major requires three years of study after admission.

Application Materials

The application materials listed here constitute a complete application for admission to Dental Hygiene. The application must be submitted online and all relevant documents received by the Professional Admissions Office or the Dental Hygiene Program (see checklist) before an application for admission can be given consideration.

■ **Online Application for Admission**

Use your correct legal name at the time you apply. If your name or address changes prior to enrollment in the university, please access your Self-Service page after the change occurs to update your student record. Instructions to access this page will be emailed to you after your application is submitted.

■ **Application Fee**

No application fee is required if you are or have ever been an enrolled undergraduate student at Ohio State. A nonrefundable \$40 application fee is required of all other applicants; \$50 application fee is required of international applicants.

■ **Transcripts**

One official and complete transcript of all courses attempted at each college and university attended, other than Ohio State, must be forwarded to the Professional Admissions Office directly from institutions attended. Supplementary transcripts must be sent to the Professional Admissions Office following the completion of courses not included on the initial transcripts. Applicants who have attended Ohio State are not required to furnish OSU transcripts, but must present transcripts of any courses completed elsewhere.

Students who are applying from institutions other than Ohio State are asked to send updated transcripts directly to Professional Admissions after each quarter or semester is completed.

■ **American College Test/Scholastic Aptitude Test Score**

American College Test (ACT) or Scholastic Aptitude Test (SAT) scores are required. Any applicant who has not previously presented scores to The Ohio State University is required to do so. The OSU institution code is 1592.

■ **Personal Statement**

The personal statement provides an opportunity for you to express to the Admissions Committee your knowledge of dental hygiene and your commitment to the profession. Your essay, not to exceed 750 words, should demonstrate your knowledge of the role of the dental hygienist in the dental office and as a team member in oral health care. Describe how you see yourself in the role of a dental hygienist. In addition, please include relevant personal information such as leadership skills, volunteer work, community outreach, potential to contribute to diversity, and any personal or academic strengths that may not be apparent in your academic transcripts.

■ **Planned Course List**

All courses currently scheduled or yet to be scheduled prior to enrolling in Dental Hygiene are to be entered on the Planned Course List in the appropriate section of the online application. Be sure to email the Professional Admissions Office at professional@osu.edu of any changes. Applicants must have completed all admission requirements as stated herein by the end of the spring term in order to enroll the following autumn quarter.

■ Office Observation Form

All prospective students are expected to document 20 hours of office observation. While students should pay attention to all aspects of the dental practice, the primary observation should be with a practicing dental hygienist. Students will benefit from variety in the observation experiences, and the 20 hours should include two or more dental hygienists and conducted in two or more dental practices. The 20 hours should include at least one general practice office. Applicants should print multiple copies of the Office Observation Report form, which can be downloaded from <http://professional.osu.edu/denthy.asp>, and submit completed forms totaling 20 or more hours directly to the Dental Hygiene Program at the address listed in the Contact Information. The purpose of the observation is for students to learn about the profession and their suitability for it. Documentation of hours in excess of the 20 hours required is unnecessary and does not strengthen the application.

■ Letters of Recommendation

Letters of recommendation are not required, but if submitted will be considered in the admission decision. Students who wish to include letters of recommendation may submit a maximum of two.

■ Interview

In most cases an interview is not required; however, an interview may be requested by the Dental Hygiene Admissions Committee.

Health Review

A health review, including immunization records and/or proof of immunity, is required of all successful applicants. A tuberculin skin test is required annually. Admitted students will receive additional information about required immunizations following acceptance of admission. A list of the currently required immunizations is available at www.dent.osu.edu/dhy/students.htm.

Criminal Background Check

Applicants who have pled guilty to or been convicted of a felony or misdemeanor other than a minor traffic violation, or who have a criminal charge currently pending, will be asked to describe the violation. A criminal background may prevent you from being eligible to participate in clinical activities that are required for graduation and/or may prevent you from being eligible for licensure. A criminal background check will be required of all successful applicants. Additional information will be sent to admitted students. **Note:** the Dental Hygiene Program is not responsible for assuring that you meet licensure eligibility requirements. A previous criminal background may prohibit you from obtaining licensure and/or employment despite successful completion of the Dental Hygiene program.

English Proficiency Requirements

Success at Ohio State depends upon the student's ability to converse in, write, and understand English. To assure such competence, the University requires any applicant whose native language is not English, and who has

been educated primarily outside of the U.S., to submit official TOEFL, MELAB, or IELTS scores. To be considered official, the scores must be sent directly from the testing agency to Ohio State. The test must have been taken within the last two years. Ohio State does not conditionally admit applicants who have not met the requirement for proof of English proficiency. Applicants who are citizens of or who have received a bachelor's degree or higher in one of the following countries are exempt from the TOEFL, MELAB, or IELTS requirement: Australia, Belize, the British Caribbean and British West Indies, Canada (except Quebec), England, Guyana, Ireland, Liberia, New Zealand, Scotland, the United States, and Wales. No student will be considered for admission until proof of English proficiency is determined.

TOEFL (Test of English as a Foreign Language): Ohio State's minimum TOEFL score requirement is 527 paper based, 197 computer based, or 71 internet based. For information about TOEFL, contact: TOEFL/TSE Services, PO Box 6151, Princeton, NJ 08541-6151; 609-771-7100; www.toefl.org. The OSU institution code is 1592.

MELAB (Michigan English Language Assessment Battery): Ohio State's minimum MELAB score requirement is 79. For information about MELAB, contact: English Language Institute, MELAB Office, TCF Building, Suite 350, University of Michigan, 401 E. Liberty, Ann Arbor, MI 48104-2298; 734-764-2416; www.lsa.umich.edu/eli/testing/melab.

IELTS (International English Language Testing System): Ohio State's minimum IELTS score requirement is 6.5. For information about IELTS, contact their website for the nearest testing center at www.ielts.org.

Financial Requirements for Student Visa

International applicants who are determined to be academically admissible will be reviewed for sufficient financial resources. If determined academically admissible, applicants will be emailed an Affidavit of Support form and will be required to submit financial documents in order to produce the I-20 (for F1 visa) or DS-2019 (for J1 visa).

Financial Aid

All students are encouraged to apply for aid even though an admissions application may be under review. General information about the Office of Student Financial Aid is available on the web at <http://sfa.osu.edu>. The priority deadline for students applying for merit and need based university financial aid is March 1. The Scholarship Application can be accessed online; please print the document, complete, and mail it to the Office of Student Financial Aid, The Ohio State University, 340 Lincoln Tower, 1800 Cannon Drive, Columbus, Ohio 43210-1249. The Free Application for Federal Student Aid (FAFSA) can also be obtained online at www.fafsa.ed.gov and submitted electronically. Reapplication for aid is required yearly; forms are available after January 1. For more information you can reach the Office of Student Financial Aid by email at sfa-finaid@osu.edu, or by phone at 614-292-0300, toll free 800-678-6440.

Retention/Reapplication Information

Application materials are retained in the Professional Admissions Office for one year. The application and all supporting documents become the property of Ohio State and will not be returned to the applicant or forwarded to

another institution. If you wish to reapply to the next year's class, it will be necessary for you to submit a new application. The new application must be received in the Professional Admissions Office by the deadline date listed on the Professional Admissions website: www.professional.osu.edu.

Valuing Diversity

The policy of The Ohio State University, both traditionally and currently, is that discrimination against any individual for reasons of race, color, national origin, religion, sex, sexual orientation, gender identity and/or expression, age, disability or Vietnam-era veteran or other veteran status is specifically prohibited. Accordingly, equal access to employment opportunities, admissions, educational programs, and all other university activities is extended to all persons. The university promotes equal opportunity through a positive and continuing affirmative action program that complements and supports the University's aspirations for diversity.

Mr. Larry Lewellen, Associate Vice President for Human Resources, is responsible for the coordination of matters relating to equal opportunity and affirmative action. The Associate Vice President can be reached at the Office of Human Resources, 1590 N. High Street, Suite 300, Columbus, Ohio 43210-1175, and 614-292-4164. The University adheres to federal and state law prohibiting discrimination, including Title VII of the Civil Rights Act of 1964, as amended, Title IX, Section 504 of the Rehabilitation Act and O.R.C. Section 4112. United States Department of Defense regulations prohibit gay men, lesbians and bisexuals from serving in the armed forces, including Reserve Officers Training Corps. As a result of this prohibition, ROTC programs at Ohio State are inconsistent with University Policy Number 1.10. (Issued 10/1/73 and revised on 2/2/04).

Office for Disability Services

Applicants with any documented disability who may require special assistance are urged to contact the Office for Disability Services, 150 Pomerene Hall, 1760 Neil Avenue, Columbus, Ohio 43210-1297, Phone 614-292-3307, Fax 614-292-4190. This office coordinates academic support services and accommodations for individuals who have special needs as a result of a permanent or temporary disability. Individuals eligible for services include, but are not limited to those with attention deficit disorder, mobility, hearing, visual, speech, psychiatric, or learning disabilities.

If you want more information about these support services and accommodations, please contact the Office for Disability Services: <http://www.ods.ohio-state.edu>. Your self-referral is the only indication of your interest and need of these services.

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Application Checklist Dental Hygiene Program

Please use this checklist to ensure you have completed all necessary steps to apply to the Dental Hygiene Program.

The following items are to be submitted to the **Professional Admissions Office**:

- Complete the online application, including the planned course list and personal statement, and be prepared to use a credit or debit card for the application fee, if required. This application fee (\$40 for domestic and \$50 for international applicants) is nonrefundable. You will receive a successful submission email response and a second acknowledgment email from the Office of Professional Admissions.
- Request official and complete transcripts of all non-OSU post high school course work to be sent to Professional Admissions, unless already an OSU student, at the end of each term.
- Arrange to take the TOEFL, MELAB, or IELTS, if required, and have the score sent directly to Ohio State.
- Send ACT or SAT scores if they have not been previously sent to Ohio State.

The following item should be submitted to the **Dental Hygiene Program Office**:

- Mail the completed office observation form(s) and letters of recommendation to the Assistant Director, Dental Hygiene Program, 3082 Postle Hall, 305 W. 12th Avenue, , Columbus, OH 43210.

| CONTACT INFORMATION | |
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| <p>The Ohio State University Professional Admissions Office P.O. Box 182003 Columbus, OH 43218-2003 614-292-9444 professional@osu.edu www.professional.edu</p> <p>Location: Third Floor, Lincoln Tower 1800 Cannon Drive</p> | <p>The Ohio State University Dental Hygiene Program 3082 Postle Hall 305 W. 12th Avenue Columbus, OH 43210 (614) 292-2228 hygiene@dentistry.dent.ohio-state.edu www.dent.osu.edu/dhy</p> <p>Location: 3082 Postle Hall 305 W. 12th Street</p> |