Do you have an interest in serving patients, using technical/medical and administrative skills? Do you want to be an important part of a dental team? Train to become a Dental Assistant, which could be a first step on a pathway to becoming a Certified Dental Assistant or Dental Hygienist.

NEW DENTAL ASSISTING PROGRAM

The 80 hour Dental Assisting Program prepares students for entry level positions in one of the fastest growing health care positions – Dental Assisting. The purpose of this course is to familiarize the student with all areas of pre-clinical dental assisting and provide training in the professional skills required to function as an assistant in the dental practice. This course which includes lectures and labs covers key areas and topics. Administrative aspects include introduction to the dental office; the legal aspects of dentistry; policies and guidelines. Clinical aspects include introduction to oral anatomy; dental operatory; dental equipment, introduction to tooth structure; primary and permanent teeth; the oral cavity and related structures; proper patient positioning; dental hand-pieces; sterilization; and other areas. In addition to the opportunity to gain an entry-level administrative job, this course is ideal for students interested in pursuing a future formal Dental Hygienist program.

An optional 40 hour clinical externship rotation is available for no additional fee. To be eligible for the clinical rotation, students must successfully complete the 80 hour program, provide a resume, and may be required to complete a drug screening, background check and/or medical exam and proof of immunization. Textbook and materials are included. Background check and drug screening are additional cost. Students are also required to purchase scrubs.

CED 1265 B1: Tuesday and Thursday, 6:00pm-9:30pm, and two Saturdays (March 17 and April 21) 9:00am-2:30pm.
February 27 - May 10, 2018 for 22 sessions. Bring lunch on Saturdays.
Clinical Externship: 40 hours (optional) to begin after May 10 course completion.
Fee: $1,350

CERTIFICATION

The Dental Assistant National Board offers a three-part Certified Dental Assistant (CDA) exam. Students who complete this program may take two of DANB’s Certified Dental Assistant exams: Radiation Health and Safety (RHS) and Infection Control (ICE). Students must have a HS diploma or equivalent (or diploma earned outside the U.S., consult http://www.op.nysed.gov/prof/dent/dentcdalic.htm), a current government-issued photo ID, and disclosure of a Social Security number and any felony conviction in the last five years to take DANB exams.

In order to complete the NYS Professional Dental Assisting exam and apply for licensing in New York State, students must gain 200 hours of relevant work experience and complete an accredited course (24 credit hours) through a NY State Education Office of Professions approved program. See www.op.nysed.gov/prof/dent/denasst.htm for further information.

With 3,500 hours of experience and CPR and Basic Life Support (BLS) the applicant can sit for the DANB General Chairside exam and earn DANB CDA certification.

The cost of certification exams is not included.

For further information, please visit ncc.edu/workforcedevelopment
CENTER FOR WORKFORCE DEVELOPMENT
Phone: 516.572.7487
Email: cwd@ncc.edu

(Rev. 10/17)
REGISTRATION FORM

Please answer all questions on this form and send it together with your check, money order, or credit card information to:

OFFICE OF WORKFORCE DEVELOPMENT & LIFELONG LEARNING
Nassau Community College
One Education Drive
Garden City, New York 11530-6793

Make check payable to: Nassau Community College
OR fax the form with credit card information to:
516.828.3507

Last Name ___________________________ Complete First Name ___________________________

Address _____________________________

City ___________________ Zip ___________  □ Male
Home Phone: ( ) ___________________  □ Female
Cell Phone: ( ) ___________________
Work Phone: ( ) ___________________

*Birthdate: mm/dd/yyyy __ __ / __ __ / __ __ __  Have you ever taken any courses at NCC?  □ Yes  □ No

*required*
e-mail: ___________________________  NCC ID #: __________________

COURSE SELECTION

<table>
<thead>
<tr>
<th>CED #</th>
<th>SECTION</th>
<th>COURSE TITLE</th>
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<th>FEE</th>
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<tbody>
<tr>
<td>1265</td>
<td>B1</td>
<td>Dental Assisting Program</td>
<td>T/Th/Sat</td>
<td>$1,350</td>
</tr>
</tbody>
</table>

Total Amount: $1,350

Non-Credit Refund Policy: Tuition is refundable when a course is canceled by the College. Tuition is refundable to the student whose written request for withdrawal has been received by the Office of Workforce Development & Continuing Education prior to the beginning of the class. A 50% refund of tuition may be made to the student who has applied in writing to the Office of Workforce Development & Continuing Education prior to the second session of the class. NO REFUNDS WILL BE MADE AFTER THE SECOND CLASS MEETING OF ANY CLASS. Please be advised that if a refund is due it will take approximately 8 weeks to be processed.

CREDIT CARD PAYMENT INSTRUCTIONS:

I authorize the use of my credit card for full payment of the amount of my course registration as indicated on this non-credit registration application.

Students with overdue tuition and fees may be referred to a collection agency and will incur additional liabilities of up to 33% to cover all associated collection cost processes.

Step 1: Print Cardholder’s name
(as it appears on the credit card).

Step 2: Provide Cardholder’s signature:

Step 3: Please read: I certify that there is sufficient credit amount on the card listed below to cover the fee charges shown on the accompanying Registration Form. Otherwise, I understand the lack of approval by my credit card company will result in cancellation of this registration for non-payment.

Step 4: Card Information:
PLEASE Check ONE: □ VISA □ Mastercard □ Discover □ American Express

Card Number: _____________________________ Date of Expiration: __ __ / __ __ __ __

YOU MUST BE 18 OR OLDER TO REGISTER WITH THE EXCEPTION OF ALTERNATIVES, HSE, AND SAT PROGRAMS.

HOW DID YOU HEAR ABOUT OUR COURSES?

[ ] Flyer  [ ] Social Media
[ ] Website  [ ] Friend
[ ] Brochure  [ ] Other

HOW DID YOU HEAR ABOUT OUR COURSES?