Allegany College of Maryland

ADMISSIONS POLICY
DENTAL HYGIENE PROGRAM

Approved by Board of Trustees

BACKGROUND AND PURPOSE

The Dental Hygiene Program is a highly competitive selective admissions program. Applicants will be ranked by their academic performance. The Dental Hygiene program is a full-time commitment offered **only** in a face-to-face format on the Cumberland Campus of Allegany College of Maryland. Evening, weekend and online courses are not available.

POLICY

I. POLICY STATEMENT

In order to be **admitted to** or **continue** in the Dental Hygiene Program, a student must have skills and abilities essential to perform as a dental hygienist. Reasonable accommodations will be made on an individual basis; however, the candidate must be able to perform in an independent manner.

II. PROCEDURES

Degree Awarded	Associate of Applied Science
Total Number Accepted	20 students annually; new cohort begins each fall. The Dental Hygiene Program is a highly competitive selective admissions program. Applicants will be ranked by their academic performance.
Length of Program	Once accepted into the clinical phase of the Dental Hygiene Program, completion will take 4 semesters (Fall, Spring, Fall, Spring). Pre-requisite coursework is required before being accepted into the clinical phase.
Program Delivery	The Dental Hygiene program is a full-time commitment offered **only** in a face-to-face format on the Cumberland Campus of Allegany College of Maryland. Evening, weekend and online courses are not available.
Required pre-requisites to be considered eligible to apply to the clinical phase of the Dental Hygiene Program **Special note: Coursework that is "in progress" at the time of application will be considered; however, all required coursework**	The following 15 credit hours of college-level coursework must be completed with a minimum grade point average of 2.50 (in the required pre-requisite courses) or better to be considered eligible to apply. The following courses must be completed with a "C" or better. • English 101; 3 credits.

MUST be completed no later than May of the year in which you are applying for admission. It is the responsibility of the applicant to submit updated official transcripts at the completion of all "in progress" coursework. The updated official transcripts MUST be received by ACM's Admissions Office no later than May 31st to be considered eligible.	• Chemistry 100 or 101; 4 credits including lab. • Biology 204 (Microbiology); 4 credits including lab. • *Biology 201 or Biology 207 **and** Biology 208 (Anatomy and Physiology); 4 credits including lab. *In order to register for Biology 201 students MUST pass the science placement test with a score of 32 or greater. Otherwise, students MUST take Biology 93, 100, or 101 as a pre-requisite for Biology 201. **Special note: Pre-requisite laboratory science courses must have been completed within 5 years of the start of the clinical phase of the program to be considered eligible**. Pre-requisite coursework completed at an institution other than Allegany College of Maryland, will need to be evaluated by Allegany College of Maryland's Admission Office for transferability. Official college transcripts from all previous institutions attended must be submitted to the Admissions Office for evaluation. **All official transcripts should be submitted to the Admissions Office by emailing them to: acmtranscripts@allegany.edu.**
Additional General Education coursework required for the Dental Hygiene Program	The following college-level courses are not required to apply to the Dental Hygiene Program, but are required to complete the program. Having these courses completed at the time of application will increase the applicant's ranking. Therefore, it is highly recommended that these courses also be completed prior to application. • Math 109 (Probability and Statistics); 3 credits. • Psychology 101 (General Psychology); 3 credits. • Sociology 101 (Introduction to Sociology); 3 credits. • Speech 101 (Introduction to Speech); 3 credits. Pre-requisite coursework completed at an institution other than Allegany College of

	Maryland, will need to be evaluated by Allegany College of Maryland's Admission Office for transferability. Official College Transcripts from all previous institutions attended must be submitted to the Admissions Office for evaluation. **All official transcripts should be submitted to the Admissions Office by emailing them to: acmtranscripts@allegany.edu.** Transcripts should NOT be submitted to the Dental Hygiene Department.
Standardized Test Required for Application	No
Essay Required for Application	No
Interview Required for Application	No
Observation or shadowing hours required for application	No
Application Availability and Deadlines	Online applications become available each year on November 1st. In the event that November 1st falls on a weekend or a holiday it will become available the next business day. The Dental Hygiene Program does NOT waitlist applicants from year to year. Therefore, it is imperative that applicants submit a new application each time they want to be considered. Application deadline is March 31st of each year. For applications to be considered complete and eligible, applicants must submit, by March 31st, the following items: • General College Application • Dental Hygiene Application (online) • Official College Transcripts from all previous institutions attended. **All official transcripts should be submitted to the Admissions Office by emailing them to: acmtranscripts@allegany.edu.** Transcripts should NOT be submitted to the Dental Hygiene Department. • In those institutions where mid-term grades **are not** given, the applicant **must** have his/her instructor send a letter to ACM's Admissions Office regarding letter grade status by the March 31st deadline. **All official transcripts should be submitted to**

	the Admissions Office by emailing them to: acmtranscripts@allegany.edu. Transcripts should NOT be submitted to the Dental Hygiene Department.
Selective Admissions Ranking	• GPA of the four required pre-requisite courses (Chemistry, Microbiology, English and Anatomy and Physiology) makes up 2/3 of the overall ranking. • Total number of "other" general education credits (Statistics, Psychology, Sociology and Speech) completed makes up 1/3 of the overall ranking. • In the event of a tie-breaker situation in the ranking process, date of submitted application will become the deciding factor. • If date of application cannot break the tie, number of courses repeated may be used as a deciding factor. • Re-admission candidates will not be ranked with other applicants. All readmitted candidates will be considered on a case-by-case basis according to the guidelines outlined in the *Dental Hygiene Handbook*.
Decisions on Acceptance	• Students will be notified of acceptance throughout the month of June. • Applicants who have all four required pre-requisites at the time of application and rank higher than 3.50 in our ranking system may qualify for early acceptance and will be notified of their acceptance sooner than others.
Other Program Requirements	• Must be American Heart Association or American Red Cross CPR certified throughout the curriculum. • Applicants accepted into the clinical phase of the Dental Hygiene program will be required to submit to a criminal background check. The cost of the background check is covered by a course fee in the first

	semester of the clinical phase of the program. The results of the criminal background check are reported to the Dental Hygiene Program Director**. If a student has any criminal history, he or she may be denied admission or be unable to complete certain required clinical rotations and therefore the student will not be able to complete the program. In addition, a criminal history may prevent the student from becoming licensed to practice dental hygiene even though they have completed the program.** • Applicants must meet and comply with the Professional Technical Standards throughout all of the Dental Hygiene coursework. The Professional Technical standards can be found at the end of this document.

III. OTHER PROVISIONS

Students are expected to demonstrate these professional technical standards* with or without reasonable accommodations.

1. Intellectual-conceptual abilities

Demonstrate the academic ability to absorb a large volume of technically detailed material, synthesize information, and apply data to solve complex clinical problems. Additionally, well-developed study skills, motivation, and personal accountability are essential to acquire information in a limited or accelerated timeframe successfully.

2. Behavior and social attributes

Demonstrate the ability to develop the emotional maturity to approach highly stressful human situations in a calm, safe, and rational manner. Students must display sound ethical integrity consistent with a healthcare professional*.

3. Communication

Demonstrate the ability to communicate accurately with patients, clients, other healthcare professionals and the community in order to elicit and share information, to detect changes in mood and activity, and to establish a therapeutic relationship. Students should be able to communicate effectively and with sensitivity when dealing with patients, clients, and all members of the health care team in person, in writing and in all forms of documentation.

4. Observation

Demonstrate sufficient ability to observe demonstrations, clients and/or patients accurately from afar and within close proximity. Visual, auditory, tactile, and olfactory senses may be necessary for observations.

5. Motor capabilities.

Demonstrate sufficient ability and stamina with or without reasonable accommodations to fulfill the customary requirements of the program and the profession. Gross and fine motor skills, as well as, visual, auditory, tactile, and olfactory senses may be necessary to monitor, assess, and respond to patient care situations safely and efficiently.

IV. CHANGES

Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.