Dental Hygiene Program
Student Information and Application Packet Fall 2020
(Applications are subject to change year to year)

Last updated March 16, 2020 for Fall 2020
Please begin by reading this letter. It contains helpful information to assist with our application process.

Dear Prospective Dental Hygiene Student,

Dental hygiene is a dynamic and rewarding career. Dental hygienists are an intricate part of the dental team, working closely with patients to prevent oral diseases that can influence the patient’s quality of life. We believe that this is an exciting profession and are pleased that you are interested in the Great Falls College MSU’s Dental Hygiene Program.

The Great Falls College MSU Dental Hygiene Program is a two-year commitment that begins in the fall of each year. The program only accepts 18 students. Due to limited enrollment, the selection process is competitive. In order to facilitate a simple application process, it is imperative that you understand the process and read the complete application. Please read the application very carefully. You may also wish to review the section “Application Evaluation” located in this packet to assist you in understanding our selection process. The advantage of a small class size is a greater amount of hands-on experiences as well as the one-on-one relationships you are able to build with our faculty.

Dental hygienists are dedicated to using their knowledge, expertise and compassion in the treatment and prevention of dental disease. A trained and licensed dental hygienist provides dental hygiene therapy, exposes dental radiographs, and provides dental services, usually under the supervision of a dentist. The profession demands a high level of ethics, professionalism, critical thinking, and manual dexterity. It is strongly suggested that students meet with an academic counselor from Great Falls College MSU to review coursework before applying to the dental hygiene program.

For more information regarding the program, visit our website: GFC MSU Dental Hygiene Website or follow us on Facebook by searching “Great Falls College Dental Hygiene.” If you require additional information, answers to specific questions, a campus tour, or to set up an appointment please contact Student Central at (406) 268-3700 or (800) 446-2698. In addition, our college advisors are more than willing to review this application and answer questions regarding your course work. Their number is (406) 771-5100. Please feel free to reach out to them for additional help.

Good luck and we look forward to seeing you at Great Falls College Montana State University! Best

Regards,

Julie Barnwell
Great Falls College MSU Dental Hygiene Program Director
Dental Hygiene Career Outlook:
Dental hygienists are among the fastest growing occupations. Job prospects are expected to be favorable in most areas, but competition for jobs is likely in some geographic areas or certain employment settings.

Employment Change. The information provide on this page comes from the Bureau of Labor Statistics. For more information regarding job outlook please visit: https://www.bls.gov/ooh/healthcare/dental-hygienists.htm. According to the Bureau of Labor and Statistics, the employment of dental hygienists is expected to grow 11 percent through 2028. This projected growth ranks dental hygienists among the fastest growing occupations, in response to increasing demand for dental care and the need to care for an aging population. Older people increasingly retaining more teeth, and there is a growing emphasis on preventative dental care. To help meet this demand, facilities that provide dental care, particularly dentists’ offices, will increasingly employ dental hygienists, often to perform services that have been performed by dentists in the past. Ongoing research indicating a link between oral health and general health also will spur the demand for preventative dental services, which are typically provided by dental hygienists.

Job Prospects. Job prospects are expected to be favorable in most areas, but will vary by geographical location. Because graduates are permitted to, practice only in the state in which they are licensed, hygienists wishing to practice in areas that have an abundance of dental hygiene programs may experience strong competition for jobs.

Older dentists, who have been less likely to employ dental hygienists, are leaving the occupation and will be replaced by recent graduates, who are more likely to employ one or more hygienists. In addition, as dentists’ workloads increase, they are expected to hire more hygienists to perform preventative dental care, such as cleaning, so that they may devote their own time to more complex procedures.

Quick Facts:

<table>
<thead>
<tr>
<th>2018 Median Pay</th>
<th>$74,820 per year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$35.97 per hour</td>
</tr>
<tr>
<td>Typical Entry-Level Education</td>
<td>Associate's degree</td>
</tr>
<tr>
<td>Work Experience in a Related Occupation</td>
<td>None</td>
</tr>
<tr>
<td>On-the-job Training</td>
<td>None</td>
</tr>
<tr>
<td>Number of Jobs, 2018</td>
<td>219,800</td>
</tr>
<tr>
<td>Job Outlook, 2018-28</td>
<td>11% (Much faster than average)</td>
</tr>
<tr>
<td>Employment Change, 2018-28</td>
<td>23,700</td>
</tr>
</tbody>
</table>

**Great Falls College MSU**  
*Two-Year Associate of Applied Science Degree Dental Hygiene Program*

**Educational Program:**
The dental hygiene program is accredited by the Commission of Dental Accreditation. The Commission can be contacted at (312) 440-4653 or at 211 East Chicago Ave. Chicago, IL 60611. The Great Falls College MSU has been granted the accreditation status of “approval without reporting requirements” in 2018. The program’s next schedule site visit is tentatively set for 2025.

The Commission has established Accreditation Standards for Dental Hygiene Education Programs to guide program administrators, faculty, and staff in developing and maintaining acceptable quality in educational programs. These standards address outcomes assessment, administration, curriculum and instruction, faculty and staff, financial support and physical facilities and resources. The Accreditation standards for Dental Hygiene Education Programs may be accessed at [CODA Dental Hygiene Standards](https://www.codadental.org/).

If students or community members have a complaint with the program and how the program is carrying out the required standards of the program, a complaint can be placed on the Great Falls College MSU’s complaint log or by contacting the ADA Commission on Accreditation at 211 East Chicago Ave., Chicago, IL 60611 or by calling 1-800-621-8099 ext. 2719. The complaint log is located at the Dental Clinic Reception Desk with the Dental Clinic Manager.

Students are encouraged to consult with the Great Falls College MSU Chief Student Affairs Officer or Chief Academic Officer on compliance with ADA Commission on Dental Accreditation Standards.

All general education courses listed in the dental hygiene curriculum can be completed prior to entering into the program and are available at Great Falls College MSU and many other colleges and universities. After pre-requisite coursework is completed, the Great Falls College MSU’s Dental Hygiene program consists of five consecutive semesters, which includes an 8-week summer session. The actual coursework for the dental hygiene program is competency-based and has the primary goal to prepare graduates with entry-level knowledge, skills, and values to successfully pass board exams, become licensed and enter the workforce.

**Program Expenses:**
The dental hygiene program has higher costs than many of the college’s other programs. Students are required to purchase dental instruments, supplies, uniforms, along with paying lab fees, and transportation/ lodging to externship field experience sites. If needed, students should begin planning early for financial aid to meet their educational needs. Approximate expenses for the program’s five semesters are:

<table>
<thead>
<tr>
<th>Estimated Resident Program Cost*</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>$11,962</td>
</tr>
<tr>
<td>Application Fee</td>
<td>$30</td>
</tr>
<tr>
<td>Lab Fees</td>
<td>$200</td>
</tr>
<tr>
<td>Program Fee</td>
<td>$1,265</td>
</tr>
<tr>
<td>Books/Supplies/Instruments</td>
<td>$3,743</td>
</tr>
<tr>
<td>Total</td>
<td>$17,200</td>
</tr>
</tbody>
</table>

* Fall 2019 MUS Student Health Insurance Premiums will be changing. Please check the Health Insurance website and/or Student Central for confirmed premium rates. Students will be charged an additional fee of $21 per credit for online/hybrid courses.

Students will be required to purchase dental instruments, supplies, uniforms and may also be required to provide transportation to clinical sites and lodging costs depending on the clinical sites selected.
Admission to Great Falls College MSU
Students must have completed their admission to Great Falls College MSU prior to the submission of the Dental Hygiene Application. Therefore, no program applications will be reviewed unless the applicant has completed the admissions process into Great Falls College MSU and have their transcript officially reviewed by the Registrar.

Acceptance to Great Falls College MSU requires a completed Admissions Application file, which may be obtained by visiting the campus, calling Student Central (406) 268-3700, or applying online at: http://admissions.gfcmsu.edu/.

It is the applicant’s responsibility to ensure that all requirements are met by the established deadline. Deadlines, guidelines, and policies apply equally to all students; thus, there can be no exceptions. Great Falls College MSU does not forward unsuccessful applications to the following year’s applicant pool.

Applicants must reapply each year so it is important to submit copies of the original documents.

Eligibility for Admission into the Dental Hygiene Program
All eligibility forms and documents are enclosed in the Dental Hygiene Program Information and Application Packet, Fall 2020.

To be eligible to apply for admission into the dental hygiene program, you must show that you have been admitted to Great Falls College MSU.

- A calculated GPA of 2.5 or higher in required pre-requisite courses (or their equivalents) is required to apply to the dental hygiene program.
- Applicants must have completed all pre-requisite course work with a minimum grade of “C” in each course (C= does not qualify). Remember, a C grade is only a 2.0 so considerably higher grades will be needed in this very competitive process.
- Pre-requisite coursework can be taken at other institutions but it is the applicant’s responsibility to confirm those courses are equivalent to the program’s pre-requisites and are transferable to this institution. If you have questions about your pre-requisite coursework, please call GFC MSU Advising center and they will assist you. Their number is (406) 771-5100.
- In addition, documentation of the appropriate immunizations, as well as documentation of applicable degrees or dental office experience is required if using them for selection. Please only submit copies of the documents. For more information, please review section “Dental Profession Risk Factors.”

Program Admissions Process:
- The Registrar’s Office reviews program application packets and uses established admissions criteria to rank applicants for admission to the program. The Applicant Evaluation form used is enclosed. Criteria for selection emphasize academic performance in pre-requisite course work, previous educational attainment and dental office experience. The dental hygiene program cannot and will not open these packets prior to the review by the Registrar’s Office.
- The number of students accepted into the program is 18. Eligible Montana residents will be afforded priority admission. The selection process will offer priority admission to Montana students but will allow up to two of the sixteen positions to be filled by out-of-state residents whose applications are among the top scoring. If all eligible Montana residents have been afforded priority and there are more than two out of the eighteen positions available, they will be filled by out-of-state residents whose applications are among the top scoring.
- Applicants will be notified of the Dental Hygiene Program status by approximately July 8, 2020.
- For those applicants admitted into the dental hygiene program, a deposit of $300.00 along with your acceptance of the position is required by July 22, 2020. This deposit will be applied to the candidate’s tuition/fee bill. Applicants who have been accepted into the program must complete the registration process as outlined in their acceptance letter.
- Upon arrival for the first day of class for fall semester, accepted students will be required to show...
proof of a current CPR for the Healthcare Provider (CPR BLS) certification. This certification is not required for admittance into the program but is required before your first day.

Equal Opportunity Policy:

Great Falls College MSU is committed to the provision of equal opportunity for education, employment, and participation in all College programs and activities without regard to race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran status, gender, age, political ideas, marital or family status, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation.

The College’s Equal Opportunity Officer is the Chief Student Affairs & Human Resources Officer, 2100 16th Ave South, Great Falls, MT 59405. Telephone: (406)771-4300.

Mission Statement:

The Dental Hygiene Program at Great Falls College MSU prepares highly skilled, knowledgeable, ethical, entry level Dental Hygienists, in a student centered educational environment, to respond to the needs of the health care community through professional and responsible practice.

Program Goals:

Patient Care:
Provide challenging clinical experiences that encompass dental hygiene care for the child, adolescent, adult, geriatric, and special needs patients so students can demonstrate clinical care that is safe, effective and ethical.

Instruction:
Provide a comprehensive curriculum in dental hygiene that reflects current practice and incorporates a variety of health care settings.

Research:
Incorporate evidence-based research into presentations for dental hygienists that require students to analyze and assess emerging technology and treatment modalities hygienist can integrate into their clinical practices.

Service:
Promote participation in professional organization and community service projects.

Dental Hygiene Competencies/Outcomes

When students graduate, they will be prepared to:

1. Apply a professional code of ethics in all endeavors. This should include assuming responsibility for professional actions and care based on current standard of care. This standard of care should incorporate scientific theories and research. (DENT 105)

2. Adhere to state and federal laws, recommendations, and regulations in the provision of oral health care. (DENT 205)

3. Use critical thinking skills, comprehensive problem solving and reflective judgement to identify oral health care strategies that promote patient health and wellness as well as they should be able to determine a dental hygiene diagnosis. These strategies should consider predisposing and etiologic risk factors to prevent disease. In addition, these strategies should recognize how systemic diseases, meds, and oral health conditions influences patient care. (DENT 260)

4. Use of evidence-based decision making to evaluate emerging technology and treatment modalities as well as accepted scientific theories and research to provide not only quality, cost effective care but also educational, preventative and therapeutic oral health services. (DENT 130)
5. Continuously perform self-assessment for lifelong learning and professional growth that may include pursuing career opportunities within health care, industry, education, research, and other roles as they evolve in dental hygiene. They should understand how to access professional and social networks to pursue professional goals. (DENT 281)

6. Communicate effectively with diverse individuals and groups, serving them without discrimination by acknowledging and appreciating diversity. (DENT 250)

7. Promote the values of the dental hygiene profession as well as positive values of overall health and wellness to the public and organization through service-based activities, positive community affiliations and active involvement in local organizations within and outside the profession. (DENT 260)

8. Apply quality assurance mechanisms to ensure continuous commitment to accepted standards of care that include methods that ensure the health and safety of the patient and clinician in the delivery of care. (DENT 251 & DENT 122)

9. Initiate a collaborative approach with all patients to develop an individualized care plan that may include collaboration with and consultation from other health care providers to formulate a comprehensive dental hygiene care plan that is patient centered. Demonstration of professional judgement and current science based evidence practices with considerations of the unique needs of each patient including cultural sensitivity and possible referrals. These referrals may include physiological, psychological or social problems. Plans will adhere to disease prevention and maintenance strategies. Finally obtain and document patients informed consent based on through presentation of case. (DENT 160, DENT 251, DENT 252, & DENT 281)

10. Systematically collect, analyze, and record diagnostic data on the general, oral, and psychosocial health status of a variety of patients. Record accurate, consistent and complete documentation of oral health services provided. (DENT 251 & DENT 281)

11. Identify patients at risk for medical emergency, and manage patient care to prevent emergency. Manage a medical emergency by using professional judgement that may include providing life support and CPR as well as specialized training and knowledge. (DENT 151, DENT 251, & DENT 252)

12. Provide specialized treatment that includes educational, preventative, and therapeutic services designed to achieve and maintain health that includes determining outcomes of dental hygiene interventions using appropriate techniques. Also, evaluate the effectiveness of this treatment, as well as compare actual outcomes of dental hygiene interventions with expected outcomes and adjusted as needed to provide optimal care. (DENT 252 or DENT 281)

13. Identify population risk factors as well as oral health needs in the community and develop strategies that promote health-related quality of life which may include determining availability of resources to meet the health care needs of this population or community In addition advocate for effective oral health care for underserved populations. (DENT 232)

14. Provide screenings, referrals and educational services that allow patients to access the resources of the health care system. (DENT 281)

15. Provide community oral health services in a variety of settings and evaluate the outcomes of community-based programs, and plan for future activities. (DENT 280 or DENT 281)

16. Evaluate reimbursement mechanisms and their impact on the patient’s access to oral health care. (DENT 205)

Health Sciences Division Policy: Student Background Checks

Purpose

- To promote patient safety and decrease institutional liability, most clinical agencies require students to have cleared a background check and/or drug screening before they will permit the students in the clinical setting. To meet these requirements, the College requires that the
check/screening be done prior to placement in any clinical agency.
- Background checks/drug screenings are done at the student’s expense. Students with background checks that reveal a finding will be evaluated individually to determine whether they will be eligible for clinical placement and state licensure for their respective degree program.
- Information about how to obtain the appropriate background check and drug testing is provided in the acceptance letter.

**Dental Profession Risk Factors**

The Programs in the Health Sciences Division at the Great Falls College MSU try to minimize the risk of exposure by following GFC MSU Communicable Disease Prevention and Exposure Control Plan, which comply with all Occupational Safety and Health Act (OSHA) Standards. These standards include universal precautions; which students are taught prior to beginning patient care. Even though the program makes extensive efforts to protect students enrolled in the healthcare programs from various hazards involved in working with patients, including exposure to body fluids contaminated with blood-borne pathogens such as HIV and Hepatitis, total protection from all potential hazards is not possible.

As health professionals, dental hygienists, and other dental team members are exposed to contagious diseases and are therefore at risk of becoming infected. The National Health Institute, the Centers for Disease Control and the Department of Health and Human Services all strongly recommend that health professionals at high risk have prescribed vaccinations. Dentists, their assistant and hygienists, are near the top of the list of those persons more likely to contract certain diseases than others of the health professions. The guidelines for immunizations are established in compliance with the Centers for Disease Control (CDC) and Occupational Safety and Health Act (OSHA). Therefore, it is required that dental hygiene students be vaccinated against mumps, measles, rubella, varicella and hepatitis B.

Students are required to provide documentation of **Tine or IPPS (tuberculin)** test and must present evidence of having the varicella and hepatitis B vaccine, or sign a disclaimer in order to attend clinics and before working on patients in clinic.

**Human Subject Consent**

Due to the hands on nature of this program, accepted students will be required to act as both patients and clinician, including but not limited to providing personal health histories, receiving and providing dental care and education.

**Student Health Insurance**

Program students entering the clinic settings are strongly advised to carry their own medical health insurance. Students will be financially responsible for their health care if they become ill or injured in the clinical setting.

**Student Health Insurance Option**: (Subject to change)

All GFC MSU students enrolled for 6 or more credits are required to have health insurance. For students without coverage, GFC MSU offers a program developed especially for students by Blue Cross/Blue Shield of Montana. This plan provides coverage for injuries and illnesses on or off campus. Please contact Student Central for more information.

Please see [http://students.gfcmsu.edu/insurance.html](http://students.gfcmsu.edu/insurance.html) or call Student Central, Great Falls College MSU 406- 771-4304.
Course work for the Dental Hygiene Program Great Falls College MSU Pre-Requisite Courses

The following courses must be completed prior to application into the Dental Hygiene Program. Grades in pre-requisite courses are a major factor in ranking applications for admission.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOM 250*</td>
<td>Microbiology for Health Sciences with Lab</td>
<td>4</td>
</tr>
<tr>
<td>BIOH 201*</td>
<td>Human Anatomy and Physiology I with Lab</td>
<td>4</td>
</tr>
<tr>
<td>BIOH 211*</td>
<td>Human Anatomy and Physiology II with Lab</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 121* OR both CHEM 141* AND CHEM 143*</td>
<td>Intro to General Chemistry with Lab OR BOTH College Chemistry I with Lab AND College Chemistry II with Lab</td>
<td>4-8</td>
</tr>
<tr>
<td>WRIT 101</td>
<td>College Writing</td>
<td>3</td>
</tr>
<tr>
<td>M 121</td>
<td>College Algebra OR Any math course in the MUS Core</td>
<td>3-4</td>
</tr>
<tr>
<td></td>
<td><strong>Total Pre-requisite Credits</strong></td>
<td>22-27</td>
</tr>
</tbody>
</table>

*These courses must be completed within 5 years of applying for the dental hygiene program. Other general education classes must be completed within 15 years of application. Science courses must have a lab component.

Information regarding transferable Courses-send official transcript to GFC MSU Registrar’s Office Coursework taken at other education institutions may be designated as equivalent courses for Great Falls College MSU. For a current listing of approved equivalent courses, visit the Transfer Guide under Student Information at: [https://atlas.montana.edu:9001/pls/gfagent/hwzkxfer.p_selstate](https://atlas.montana.edu:9001/pls/gfagent/hwzkxfer.p_selstate)

If you have additional questions about transferability of courses, send a written request for evaluation of your prior transcripts to the Registrar at Great Falls College MSU. Please include appropriate course descriptions and official transcripts from former colleges with your request for evaluation. All transfer work has to be from a regionally accredited institution.

Registrar’s Office
2100 16th Avenue South
Great Falls, MT, 59404
(406) 771-5128

Quarter to Semester Credit Conversion
If a student has taken courses at an institution using quarter credits or units other than semester credits, Great Falls College MSU will convert the quarter credits/units to semester credits.

Program Course Work
The courses that are required in the program of study for the Associate of Applied Science in Dental Hygiene can be found at: [http://catalog.gfcmsu.edu/academic-programs/dental-hygiene/#programrequirementstext](http://catalog.gfcmsu.edu/academic-programs/dental-hygiene/#programrequirementstext).
Application Scoring:

- Points and GPAs will be calculated by the Registrar’s Office and grade points will be calculated using the current catalog criteria which includes +/- weighing. Plus, or minus is equivalent to the following:

<table>
<thead>
<tr>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
</tbody>
</table>

- For applicants, who have taken courses multiple times; the most recent verifiable grade will be used for scoring/GPA calculations.
- For students who have been awarded credit for successful performance in subject examinations of the CLEP or DSST programs, the credits will be accepted, however there is no grade for calculation for scoring or GPA. In this situation, the total point will convert to percentages for ranking.
- For students who have been awarded credit for successful performance in subject examinations of the AP program, the credits will be accepted for scores of 3, 4, or 5, however there is no grade for calculation for scoring or GPA. In this situation, the total points will convert to percentages for ranking.
- For students who have been awarded credit Prior Learning Assessment, the credits will be accepted for Passing (P) grades, however there is no grade for calculation for scoring or GPA. In this situation, the total points will convert to percentages for ranking.
- For students who have additional educational attainment, the Registrar’s Office will verify degrees awarded from official transcripts.
- Transfer work must be for a regionally accredited institution.

Note: All educational attainment must be completed with degree or certificate obtained to receive awarded points.

Mailing Instructions:
Application packets are accepted on an ongoing basis, but must be postmarked on or before June 15, 2020 to be eligible for admission into the Dental Hygiene Program for the Fall 2020 semester. Only complete application packets will be processed. Hand delivered applications will not be accepted nor will the GFC MSU verify receipt of application. DO NOT CALL US REGARDING RECEIPT OF YOUR APPLICATION. If you call, we do not have access to received applications and will not be able to look for you. If you are concerned about receipt and would like verification of delivery, please send your application either certified mail through the United States Postal Service or ship it to us through UPS or FedEx and use their tracking services. Please address your application to:

Great Falls College MSU
Dental Hygiene Program Admissions Committee
Attention: Dental Clinic Manager
2100 16th Avenue South
Great Falls, MT 59405

- Please send all program application items as a completed packet. Items sent separately and
at random are easily lost or misfiled.
- We are not responsible for any late, lost, or misfiled information.
- Please only send required documentation as other supplemental items will be discarded.
- It is recommended that copies of original documents should be included so original documents are retained for possible future needs.
- Newly awarded grades or degrees must be posted publicly before they can be included in the application.
- It is the applicant’s responsibility to ensure that all requirements are met by the established deadline. Deadlines, guidelines, and policies apply equally to all students; thus, there can be no exceptions.
- Great Falls College MSU’s Dental Hygiene Program does not maintain a waiting list. Applicants must reapply each year.

Note: Submission of false material in this Application Packet will be grounds for non-admission or, if discovered after admission, grounds for expulsion.

Contact information for general questions:

Dental Clinic Manager 406-771-4364 or 1-800-446-2698 ext. 4364
Application Packet Cover & Check-Off Sheet

Name ___________________________________________ GFC MSU Student ID # __________________________

Address ___________________________________________ City __________________ State __________ Zip Code ________

Telephone (Home) __________________________ (Other) __________________________

☐ Completed Admissions File
   A completed admissions file to the College includes:
   ☐ Completed Application
   ☐ Copies of high school/GED/HiSet transcripts or diploma
   ☐ Proof of 2 MMR shots
   ☐ Official Transcripts for all completed post-secondary education pre-requisite courses completed at another institution. (Send to the Registrar- DO NOT include in packet)

Complete admissions files will be verified by the Registrar’s Office and applicants with incomplete files will not be admitted to the program. Students are encouraged to check with the admissions office to confirm that their admissions file is complete.

☐ In Good Academic Standing
   All students must be in good academic standing which means they are not on academic probation OR academic probation continued, OR academic suspension. Good academic standing will be verified by the Registrar and any applicants who are not in good academic standing will not be admitted to the program. Students are encouraged to check with the Registrar's or Admissions office to confirm that they are in good academic standing.

☐ Application Evaluation Format
   ☐ *Documentation and Verification of Dental Job Shadowing Experience
   ☐ *Documentation and Verification of Paid Dental Occupational Employment Hours
   ☐ *Documentation and Verification of Paid Health Occupational Employment Hours

   (*indicates not required for admission, unless claiming Employment hours for points)

☐ Proof of Immunizations
   Documentation of the completed Hep B Vaccination Series (1st, 2nd, and 3rd) Early planning is needed to ensure that the Hepatitis B vaccination series is completed and documentation is available to accompany your application before the deadline. The series must be completed by the application deadline.

   **Important:** Plan ahead because it can take nine months to complete the series.
Application Evaluation Criteria
Great Falls College MSU Dental Hygiene Program

Submission Date: ___________________________ MT Resident (Y/N): ___________
City: ___________________________ State: ________________

Prerequisite Course Work Record
Please summarize your prerequisite course work by completing the table below. Science courses must be completed within 5 years of applying for the dental hygiene program and must include a lab component.

<table>
<thead>
<tr>
<th>Great Falls College MSU Course</th>
<th>Course #</th>
<th>Institution where course was completed</th>
<th>Credits</th>
<th>Grade</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>(For ex) Microbiology for Health Science with Lab</td>
<td>BIOM 250</td>
<td>Great Falls College MSU</td>
<td>4</td>
<td>A</td>
<td>2009</td>
</tr>
<tr>
<td>Microbiology for Health Science with Lab</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Anatomy and Physiology I with Lab</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Human Anatomy and Physiology II with Lab</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Intro to General Chemistry with Lab OR College Chemistry I &amp; II with Labs</td>
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<td></td>
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<td></td>
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</tr>
<tr>
<td>College Writing I</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>College Algebra OR any MUS Core Math</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Application Scoring:
- Only students in Good Academic Standing will be eligible for program acceptance.
- Points and GPAs will be calculated by the Registrar’s Office and grade points will be calculated using the current catalog criteria which includes +/- weighing.
- For students, who have additional educational attainment, the Registrar’s Office will verify degrees awarded from official transcripts.
- All transfer work has to be from a Regionally Accredited institution and official transcripts are required to be on file with the GFC MSU Registrar’s Office prior to the Dental Hygiene Application deadline.
- For applicants, who have taken courses multiple times; the most recent verifiable grade will be used for scoring/GPA calculations.

Eligibility Assessment: (Place ‘Y’ in blank to indicate requirement has been met):
- Admitted to GFC MSU, admissions file completed  __________
- In Good Academic Standing  __________
- Each prerequisite course completed with a minimum grade of C (not C-) or higher  __________
- Minimum of a 2.5 cumulative prerequisite GPA  __________
Admission Criteria and Scores

A. Performance in Science Pre-requisites (Maximum of 72 points possible)

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Grade x Emphasis = Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOH 250</td>
<td>Microbiology for Health Science with Lab</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Microbiology for Health Science Lecture</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>Microbiology for Health Science Lab</td>
<td>1</td>
</tr>
<tr>
<td>BIOH 201</td>
<td>Human Anatomy &amp; Physiology I with Lab</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Human Anatomy &amp; Physiology I Lecture</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>Human Anatomy &amp; Physiology I Lab</td>
<td>1</td>
</tr>
<tr>
<td>BIOH 211</td>
<td>Human Anatomy &amp; Physiology II with Lab</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>Human Anatomy &amp; Physiology II Lecture</td>
<td>3</td>
</tr>
<tr>
<td>AND</td>
<td>Human Anatomy &amp; Physiology II Lab</td>
<td>1</td>
</tr>
<tr>
<td>CHMY 121</td>
<td>Intro to General Chemistry with Lab or average grade for both</td>
<td>4</td>
</tr>
<tr>
<td>OR CHMY 141</td>
<td>College Chemistry I with lab or average grade for both</td>
<td>4</td>
</tr>
<tr>
<td>AND CHMY 143</td>
<td>College Chemistry II with Lab</td>
<td></td>
</tr>
</tbody>
</table>

A. Total Science Score

| WRIT 101   | College Writing                                   | 1                         |
| Core Level Math, List Below: | 1 |

B. Total Foundation Score

B. Previous Educational Attainment (Maximum of 5 points possible award points for one degree only)

- Master’s Degree: 5 points
- Bachelor's Degree: 4 points
- Associate’s Degree: 3 points
- 1 year Certificate in Accredited Allied Health Program (including CDA): 2 points
- Certificate of Technical Studies (College Degree less than 1 year): 1 point

C. Educational Attainment Score

Documentation for previous degree must be on an official transcript on file with the Registrar’s Office.

C. Paid Dental Occupational Employment (3 points possible)

<table>
<thead>
<tr>
<th>Hours of Paid Work Experience</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>More than 4160 hours</td>
<td>3</td>
</tr>
<tr>
<td>2080-4159 hours</td>
<td>2</td>
</tr>
<tr>
<td>240-2079 hours</td>
<td>1</td>
</tr>
</tbody>
</table>

D. Total Paid Dental Experience Score

Must include a completed Verification of Paid Dental Occupational Employment Form for each work experience.

*Applicants are required to observe a minimum of 8 hours to be eligible to apply if you have no other Paid Occupational Employment hours.
E. Paid Health Occupational Employment other than dental, indirect patient care. \( (3 \text{ points possible}) \)

<table>
<thead>
<tr>
<th>Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>More than 4160 hours of paid work experience in a Health Occupation with direct patient care and current certificate or licensing.</td>
<td>3</td>
</tr>
<tr>
<td>More than 4160 hours of paid work experience in a Health Occupation with direct patient care.</td>
<td>2</td>
</tr>
<tr>
<td>240–4160 hours of paid work experience in a Health Occupation with direct patient care.</td>
<td>1</td>
</tr>
</tbody>
</table>

E. Total Paid Health Occupational Experience Score

Must include a completed **Verification of Paid Health Occupational Employment Form** for each work experience.

\[
\text{Admissions Total: } (A+B+C+D+E) \quad \text{ (out of } 83 \text{ possible)}.
\]

If a tie should arise, selection will be based on: 1) Higher points in section A. 2) Overall GPA at most recently attended college. Should a tie still remain, higher points in Section B will be taken into account.

Verification of 8 Hours of Job Shadowing (Please read the following carefully).

Applicants to the Dental Hygiene program at Great Falls College MSU are required to job shadow a dental hygienist for minimum of 8 hours to be eligible to apply. If an applicant is submitting, paid work experience hours for points towards selection these 8 hours can be included in that total. The application process requires verification of the job shadowing experience; please utilize the form below for verification of the hours. The dental hygienist being shadowed is asked to verify the applicant’s description of what was observed and number of hours using this form. It is encouraged that students have a good understanding of what the profession entails so job shadowing a dental hygienist multiple times is very beneficial. Job shadowing different dental hygienist in different dental facilities allows the applicant great insight. Please use form in this packet to verify observation hours.

Verification Forms

The following pages are the forms you will need to show verification of job shadowing hours, verification of dental employment hours and/or verification of healthcare employment hours. Please look over the forms carefully and complete them carefully.
INSTRUCTIONS:
Section I Dental Hygiene Applicant completes before having the form completed by the Job Shadowing Hygienist.
Section II The dental hygienist completes and returns form to applicant.

Section I
Applicant Name: ____________________________ Prior Name if applicable: __________________
Applicant Address: __________________________
Facility Name and type: __________________________
Dental Hygienist Name: __________________________
Facility Current Address: __________________________
Total Hours of Job Shadowing Experience: ___________
Complete a detailed description of what was observed during the job shadowing experience.

__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

I understand the submission of false material in this Application Packet will be grounds for non-admission or, if discovered after admission, grounds for expulsion.
Permission has been granted for Great Falls College MSU to verify the above information.
Applicant Signature __________________________________________ Date _______________________

Section II
I verify the information provided by the applicant to be accurate and true to the best of my knowledge.

__________________________ _______________________
Signature of Dental Hygienist Date

__________________________
Mailing Address (Street Address, P.O. Box)

__________________________
City State Zip Code

It is the student’s responsibility to be sure that all parts of this form are complete. Applicants may make copies of this form if they observed at more than one site.

Last updated March 16, 2020 for Fall 2020 Intake
VERIFICATION OF PAID HEALTH OCCUPATIONAL EMPLOYMENT

Applicants to the dental hygiene program at Great Falls College MSU are granted additional points toward their application point total from prior or current employment in a Health Occupation with direct patient care. The application process requires verification of paid work experience in a health care office. Employers (either Supervisor or Human Resources representative) are asked to verify the applicant’s description of job duties and number of hours of patient care using this form. It is the student’s responsibility to be sure that all parts of this form are complete. Applicants may make copies of this form if they have been employed at more than one site.

INSTRUCTIONS:

Section I Dental Hygiene Applicant completes before having the form completed by the employer/agency.

Section II The employer/agency completes and returns form to applicant.

Section I

Applicant Name: ___________________________ Prior Name if applicable: ____________

Applicant Address: ________________________________________________________________

Facility Name and type: ____________________________________________________________

Facility Current Address: __________________________________________________________

Length of employment (mm/dd/yy): from_______ to______ Total Hours Paid Health Occup. w/ direct patient care: ________

Position: ___________________________ Supervisor: ___________________________

Complete a detailed description of Job Duties:

______________________________________________________________________________

______________________________________________________________________________

I understand the submission of false material in this Application Packet will be grounds for non-admission or, if discovered after admission, grounds for expulsion. Permission has been granted for Great Falls College Must verify the above information.

 Applicant Signature ___________________________ Date ____________________________

Section II

Facility Name: ___________________________ Phone: ________________________________

Supervisor of Applicant, please print: ___________________________

I verify the information provided by the applicant to be accurate and true to the best of my knowledge. If applicant added additional detail to description of job duties, I have signed that addendum also.

_________________________________________ Date ____________________________
Signature of Supervisor

Mailing Address __________________________ (Street Address, P.O Box) __________________________

City __________________________ State/ Zip Code __________________________
VERIFICATION OF PAID DENTAL OCCUPATIONAL EMPLOYMENT

Applicants to the Dental Hygiene program at Great Falls College MSU are granted additional points toward their application point total from prior or current employment in a dental office. The application process requires verification of paid work experience in a dental office. Employers (either Supervisor or Human Resources representative) are asked to verify the applicant’s description of job duties and number of hours of patient care using this form. It is the student’s responsibility to be sure that all parts of this form are complete. Applicants may make copies of this form if they have been employed at more than one site.

INSTRUCTIONS:
Section I Dental Hygiene Applicant completes before having the form completed by the employer/agency.
Section II The employer/agency completes and returns form to applicant.

Section I

Applicant Name: ____________________________ Prior Name if applicable: ____________________________
Applicant Address: ____________________________
Facility Name and type: ____________________________
Facility Current Address: ____________________________
Length of employment (mm/dd/yy): from ___________ to ___________ Total Hours Paid Dental Office work: _______
Position: ____________________________ Supervisor: ____________________________
Complete a detailed description of Job Duties

I understand the submission of false material in this Application Packet will be grounds for non-admission or, if discovered after admission, grounds for expulsion. Permission has been granted for Great Falls College MSU to verify the above information.

Signature of Applicant ____________________________ Date ____________________________

Section II

Facility Name: ____________________________ Phone: ____________________________
Supervisor of Applicant, please print: ____________________________

I verify the information provided by the applicant to be accurate and true to the best of my knowledge. If applicant added additional detail to description of job duties, I have signed that addendum also.

Signature of Supervisor ____________________________ Date ____________________________

Mailing Address (Street Address, P.O Box)

City State/Zip Code

Last updated March 16, 2020 for Fall 2020 Intake