DENTAL ASSISTING PROGRAM
Academic Year 2025-2026

To Prospective **Dental Assisting** Students:

Dental Assisting is an exciting career for an individual to pursue. As a member of the dental health team, the dental assistant has the unique opportunity to participate in a challenging and rewarding field of the dental profession. The employment opportunities available to dental assistants are excellent. Dental assistants may choose to pursue a career in general dentistry and specialty offices, public health dentistry, armed forces, industry, sales, or education.

The Dental Assisting Program at Daytona State College is a one-year certificate program and is accredited by the Commission on Dental Accreditation. The goal of the Dental Assisting Program is to prepare students to perform chairside assisting, minor laboratory, and basic office support procedures as well as to practice proper methods of infection control and bio-medical waste management. Upon completion of the program, graduates will earn the Expanded Functions Dental Assistant (E.F.D.A.) credential required by the state of Florida and are eligible to take the Dental Assisting National Board (DANB) Certification Examination.

Students learn the theory and skills that are required to assist the dentist by taking courses in chairside assisting, dental radiology, dental materials, and dental sciences. The Program's curriculum includes instruction in professionalism and effective communication skills when interacting with patients and other dental health care professionals. Students are also taught to perform certain intraoral tasks that enable them to become productive and effective members of the dental health team. As a part of their clinical training, student's extern in dental offices during the Spring and Summer A semesters.

The Dental Assisting Program is offered on the Daytona Beach Campus. There are 24 dental assisting students accepted each year and **classes begin in July (Summer Term B).** Please find enclosed additional information that outlines the Program's curriculum. Go to https://www.daytonastate.edu/dental-sciences to check for updates and requirements for admission into Dental Assisting Program. If you should have any questions, please do not hesitate to contact me at (386) 506-3758 or Leslie.Fehl@daytonastate.edu. Prospective students may also contact the Chairperson, Dr. Jennifer McCann at (386) 785-2093 or Melissa Brown-Mack, Academic Advisor at (386) 506-3052.

Thank you for your interest in the Dental Assisting Program at Daytona State College.

Sincerely,

Leslie Fehl, CDA, E.F.D.A., MPH
Assistant Chair, School of Dental Sciences
Manager, Dental Assisting Program

School of Dental Sciences
Dental Assisting Program

Frequently Asked Questions and Supplemental Information

1. **What are the employment opportunities for dental assistants?**
   The employment opportunities for dental assistants in Volusia and Flagler Counties are excellent. There is an increasing demand for dental assistants in both general and specialized areas of dentistry. Job placement for graduates from the Dental Assisting Program is very good.

2. **What is the average salary that one can earn upon graduation from this program?**
   The average salary for an entry-level dental assisting position is approximately $18.00 to $23.00 per hour in Volusia and Flagler counties.

3. **What are the typical working hours for this profession?**
   Most dental offices are open Monday through Friday from 8:00 a.m. to 5:00 p.m. In addition, some private practices and dental clinics are open on Saturday and during evening hours.

4. **Is certification required for employment for this profession?**
   The State of Florida requires certification for dental assistants to perform certain expanded functions. Students will graduate as an Expanded Functions Dental Assistant (E.F.D.A.). In addition to the certification in expanded functions, the Dental Assisting Program will prepare students to complete the Dental Assisting National Board examination. Although the state of Florida does not require this credential, other states and Florida dental employers may require this credential as a condition of employment. Since state regulations vary, graduates are encouraged to check with the Board of Dentistry in the state in which they may relocate to for that state regulations and certification requirements.

5. **Is there a board examination that one must take upon completion of the program?**
   There is a national certification examination that is administered by the Dental Assisting National Board, Inc. Upon successful completion of this examination, the graduate will earn the title "Certified Dental Assistant". This title assures the public that a dental assistant is prepared to assist competently in the provision of patient care activities. Since this is a national examination, every state recognizes this certification for employment. Some states also recognize the passage of some components of the Certified Dental Assisting Board Examination, such as the section on Radiation Health and Safety or the section on Infection Control for licensing and regulatory purposes.

   This examination is in a computer-based format. There are no specific examination dates or application deadlines for the examination. This allows the candidate more flexibility in scheduling dates and times. After an application is processed, the candidate will receive a notification letter stating that they may schedule an appointment to take the computerized examination by calling a special toll-free number.

6. **When does the dental assisting program begin?**
   The Dental Assisting Program begins in July (Summer Term B) with students taking two online dental assisting courses. Students may choose to take any missing co-requisites during this term to lighten your class load during the Fall and Spring terms. The Program is 12 months in length and the courses are offered during the day on the Daytona Beach Campus located in Daytona Beach.

7. **What are the hours of the dental assisting program?**
   The hours are from 8:00 a.m. to 5:00 p.m. Monday through Friday. During the Summer Semester Term A (May and June, a six-week clinical session), students extern in clinical facilities throughout Volusia and Flagler counties, which includes general practice settings and specialized areas of dentistry.

8. **What is the sequence of course offering for the dental assisting program?**
   The sequence of the Dental Assisting Program's curriculum is outlined on the Program Guide. There are three courses in this Program offered only as online courses: DEA 0000 Introduction to Dental Assisting, DES 0002 Dental Anatomy and Physiology, and DEA 0130 Biomedical Science. The Program Guide is attached to this packet, so please refer to it for the sequence of courses.

9. **How much does the program cost? Are there additional costs such as books, lab fees, uniforms, and supplies?**

The tuition and fees for Florida Residents is $4,231 and for non-residents is $16,462. Additional costs that should be budgeted are approximately $2,946. The approximate total cost for tuition and fees (based on FL residents) and miscellaneous is $7,177 as outlined below.

<u>Program Costs</u>

Approximate Miscellaneous Costs Prior to the Fall Semester: $325

Physical Examination	$** (depends upon applicant's physician)
Hepatitis B Vaccination Series	$200
PPD, Tetanus and Immunizations	$75
BLS (CPR) Certification	$50

Summer Term B: $1,142

Tuition and Fees	$509
Textbooks	$240
Lab Fee	$63
Typodont Model	$240
FDLE/FBI Background Check	$90

Fall Semester: $2,615

Tuition and Fees	$1,417
Textbooks	$547
Lab Fee	$316.65 (includes Student Accident Insurance)
Uniforms and Shoes	$305
Protective Eyewear	$15
Name Badge	$20
ADAA Student Membership	$45

Spring Semester: $1,907

Tuition and Fees	$1,637
Textbook	$90
Lab Fee	$263.15 (includes Student Professional Liability Coverage)

Summer Term A: $1,188

Tuition and Fees	$668
Class Pin	$35
Class Composite Picture	$40
DANB Certification Exam Fee	$450
Lab Fee	$37.50

10. **Is there a physical examination and/or immunizations required prior to the start of the program?**

Students are required to undergo a physical evaluation, testing for tuberculosis, and to be immunized against tetanus-diphtheria BEFORE the start of the Dental Assisting Program. They are also encouraged to be immunized against other infectious diseases such as, mumps, measles, and rubella. Students are required to provide documentation of having begun the Hepatitis B Vaccination series by August 1st. If a student is medically at risk, they will be required to sign a declination form. The Dental Assisting Program does not discriminate against applicants or students with infectious diseases in accordance with federal and state law and regulations.

11. **Are there any occupational hazards with this occupation?**

Dental Assistants are exposed to several occupational hazards working in the dental field. Dental assistants could be exposed to infections such as HIV and Hepatitis, radiation, musculoskeletal problems, dermatitis, respiratory problems, and/or eye injuries.

12. **Is a background screening required prior to the start of this program?**

Students are required to complete a Florida Department of Law Enforcement (FDLE) Level II background screening and drug screening prior to enrolling in the program. The cost of this background check is

approximately $90.00. An instruction sheet will be provided to students once they have been accepted into the program.

13. What courses can one take prior to starting the program?

To be eligible to apply for the Program, an applicant MUST have a **combined cumulative grade point average (GPA) of 2.0 or better**. Also, an applicant MUST complete a minimum of **eight (8) observation hours** of a dental assistant in a general dentistry facility(s) BEFORE applying. These eight observation hours must have been completed within one year of applying to the Program.

There are four general education courses that prospective students who wish to reduce their academic load BEFORE entering the Dental Assisting Program may take the following required courses:

- **ENC 1101***   **Introduction to Composition or OST 1330 Business English**
- **PSY 1012**   **General Psychology**
- **SPC 2608***   **Oral Communication/Research/Presentation Skills**
- **SLS 1122****   **Managing Your Success**

*Prospective students who are planning to complete a college degree later might want to consider taking ENC 1101 Introduction to Composition instead of OST 1330 Business English. To register for SPC 2608, students MUST have completed OST 1330 or ENC 1101.

**Prospective students who have an Associate of Arts degree or higher are not required to complete SLS 1122. Course substitution will be given at the discretion of the Chairperson.

Prospective students may wish to enroll in an anatomy and physiology class such as *BSC 0070 (BSC 1080) Basic Anatomy and Physiology for Health Careers* before beginning the Dental Assisting Program, especially if they have not had any previous background in the biological sciences. Since this course is not transferable for college credit, it is recommended that prospective students who are planning to complete a degree later might want to consider enrolling in *BSC 1085C Human Anatomy & Physiology I and Lab*. This is *not* a required course and is recommended only as providing foundation knowledge for course content in the dental science courses that are taught in the Dental Assisting Program. Since some computer skills are necessary for completing this Program, prospective students who do not have any or have minimal computer skills may wish to enroll in an introductory computer course, such as *CGS 2100 Microcomputer Applications*. To prepare for the medical/dental terminology in the Dental Assisting Program, prospective students may wish to enroll in *HSC 1531 Medical Terminology*. Prospective students may wish to take *HUN 1201 Human Nutrition* to increase their knowledge of applying sound nutrition principles with good oral health.

14. If one has taken previous courses, will they count in the program?

Students who have previously taken courses in English Composition, Speech, Science, and Psychology may be considered for transfer credit in these areas. This is done at the discretion of the respective Chairperson for that discipline.

15. Is there a clinical component or externship training required for the program?

Students will spend two days a week in clinical facilities during the Spring Semester and five days a week during Summer Term A. They will have the opportunity to rotate through general practice offices and specialized areas of dentistry as part of their externship experience. These clinical facilities are located throughout Volusia and Flagler counties. If necessary, the Program Manager may assign students to dental practices in the surrounding counties. Students are required to maintain current Basic Life Support for Healthcare Providers (CPR) certification while rotating through clinical facilities. Students are required to complete this CPR requirement **BEFORE** beginning the Fall semester (August) in the Dental Assisting Program.

16. How does one apply for admission to the dental assisting program?

The Dental Assisting Program admits twenty-four (24) students each year. Applications are accepted throughout the year and should be submitted as soon as the application requirements have been completed. Application review process begins the third week of May for consideration of acceptance into the class that starts in Summer Term B (July). Those still interested after this date, but before the start of the Program, may still apply for program consideration. The selection is based on those applicants who have met the program

admission requirements. Applicants are strongly encouraged to review the special admission requirements that are outlined in this packet and the Dental Assisting Program Guide.

Applicants are notified by the end of May for acceptance into the class beginning in Summer Term B (July). Applications are to be submitted to **Melissa Brown-Mack, Academic Advisor**. Her office is in **Building 320, Room 549 on the Daytona Beach Campus**. Applicants may also mail or email their application to Ms. Brown at the following address:

> **Daytona State College**
> **Melissa Brown-Mack, Academic Advisor**
> **College of Health and Public Services**
> **P.O. Box 2811**
> **Daytona Beach, FL 32120-2811**
> **Melissa.Brown-Mack@DaytonaState.edu**

Applicants **may be** required to take the vocational level placement test (AE-CASAS Reading and Math Placement Test) at Assessment Services. This is not a pass/fail exam. It measures areas of reading and math skills. Applicants must meet the "Exit" level scores to qualify for admission to this Program, which is indicated by reading and math skills at a 10th grade level or higher. All applicants will be required to take the AE-CASAS test, except for the following.

Applicants do not need to take the related areas of the test if the following conditions are met:
- Proof of successful completion of MAT 1033 Intermediate Algebra or ENC 1101 College Composition or their equivalents with a grade of "C" or better
- Acceptable scores on the SAT, ACT or PERT tests (within a 2-year time frame)
- Has an Associate of Arts degree or higher

Applicants who are exempt from any placement testing are:
- Applicants who started high school in the 9th grade in 2003 or after at a Florida Public high school AND graduated from a Florida Public high school with a standard high school diploma
- Applicants serving as an active-duty member of any branch of the U.S. Armed Service military

If you have any questions about your exemption status, please contact an Academic Advisor. More information, along with brochures stating the administration schedule of the AE-CASAS, is available in the Admissions, Academic Advising and Assessment Services Offices on each campus.

Prospective students interested in the Dental Assisting Program may contact Leslie Fehl, Assistant Chair and Manager of the Dental Assisting Program at (386) 506-3758 or Leslie.Fehl@DaytonaState.edu.

17. Is the selection process based on a points system?

Yes, since this program is a **Limited Access Program,** students are selected based on the following criteria. The twenty-four (24) applicants with the highest cumulative points are the students accepted into the program. Applicants who have completed the prerequisite requirements and general education courses will be given priority for admission into the Program.

CRITERIA	POINTS DERIVED FROM	POSSIBLE POINTS
Observation Hours	Completion of a minimum of eight (8) observation hours of a dental assistant in a general dentistry facility(s)	**Required - no points awarded**
General Education Courses	A point awarded for each general education course (ENC 1101 or OST 1330, PSY 1012, SPC 2608, and SLS 1122) that is completed with a "C" or higher	**4**
GPA	Points are awarded for the combined cumulative grade point average (GPA)	**4**
Other Courses	A point awarded for each course in Computer Science, Medical Terminology, Human Nutrition, and Anatomy & Physiology completed with a "C" or higher	**4**
	MAXIMUM CUMULATIVE POSSIBLE POINTS	**12**

NOTE: Prospective students, who are accepted into the Dental Assisting Program, are required to adhere to a dress code as well as to practice proper methods of infection control and disposal of biomedical waste. Applicants wishing to obtain copies of the School of Dental Sciences' Policies on Bloodborne and Infectious Diseases may contact the School of Dental Sciences at (386) 785-2067.

Dental Assisting Program Guide

Vocational Certificate - Code 104800 (Limited Access Program)

Leslie Fehl, Assistant Chair
(386) 506-3758, Leslie.Fehl@DaytonaState.edu

Jennifer McCann, Chairperson
(386) 785-2093, Jennifer.McCann@DaytonaState.edu

Mission

The mission of the Dental Assisting Program is the development of professional, ethical, and competent members of the oral health team who provide quality, patient-centered care to diverse population groups in a variety of health care settings. The Dental Assisting Program is committed to excellence in teaching and learning, emphasizing student success.

Description

This program teaches students to pass and receive dental instruments; obtain and analyze digital radiographic images; provide oral health care instructions; mix various dental materials; maintain patient records and order supplies; manage recare maintenance systems; prepare instruments for sterilization; and acquire knowledge of infection control practices. Dental assistants are professional members of the dental health team who can perform minor laboratory procedures and utilize practice management procedures and systems. Upon completion of the program, students earn the Expanded Functions Dental Assistant (E.F.D.A.) credential required by the state of Florida and are eligible to take the Dental Assisting National Board examination to obtain certification as a Certified Dental Assistant (CDA).

Program Accreditation

The Dental Assisting Program is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of "approval without reporting requirements". The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or at 211 East Chicago Avenue, Chicago, IL 60611-2678. The Commission's web address is http://www.ada.org/en/coda.

College Accreditation

Daytona State College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and bachelor's degrees. Questions about the accreditation of Daytona State College may be directed in writing to SACSCOC at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500 or by using information available on SACSCOC's website (www.sacscoc.org).

Outcomes

Graduates of the program will be able to:
1. Apply the principles of four-handed dentistry during collection of diagnostic data and chairside procedures.
2. Perform a variety of clinical supportive treatments.
3. Demonstrate the use of practice management procedures and systems.
4. Execute radiation safety measures, take diagnostic acceptable images on patients, and produce x-rays using various imagery techniques on a variety of patients.
5. Manage asepsis utilizing infection and hazard control protocols consistent with published professional guidelines.

Financial Aid

This program is eligible for federal financial aid and state Bright Futures Scholarship Program. Financing Option: All students are encouraged to apply for federal and state student financial assistance by completing the FAFSA at http://www.fafsa.gov. For more information on grant, loans, and work program available please see the office of Financial Aid webpage at http://www.daytonastate.edu/finaid. Students are also encouraged to apply for one of the many Daytona State College Foundation scholarships offered each semester. For more information see: http://www.daytonastate.edu/scholarships.

Approximate Additional Costs

Program Tuition and Distance Learning Fees	$4,107*
Access Fee	$60.16 ($1.28 per credit hour)
Assessment Fee (first semester only)	$34
Lab Fees (including liability insurance)	$510
Textbook Estimate	$813
Uniforms and Lab Supplies	$580
American Dental Assistants Association Student Membership	$45
Class Pin and Composite Picture	$70
Dental Assisting National Board Examination	$450
Health Screening and Immunizations	$275 (depends upon applicant's physician)
Basic Life Support Certification	$50
Florida Department of Law Enforcement/FBI Background Check	$90

In-state tuition only; out-of-state tuition will be higher

Additional Admission Requirements

- This is a Limited Access Program. Continuing enrollment approval will be required to enroll in the program specific courses based on a selection process.
- Admission into the program will be contingent on the satisfactory completion of both a drug screen and background check consisting of a fingerprint check of state and federal criminal history information conducted through the Florida Department of Law Enforcement (FDLE) and Federal Bureau of Investigation (FBI). This must be completed **prior** to the first day of program specific courses (Summer Semester – Term B).
- Applicants must have a standard high school diploma (or GED) and be at least 18 years of age to enroll.
- Score on the placement test for vocational certificate programs (AE-CASAS) indicating reading and math skills at a 10th grade level or higher. Applicants who **started** high school in the 9th grade in 2003 or after at a **Florida Public** high school AND **graduated** from a Florida Public high school with a standard high school diploma are exempt from any placement testing. Active-duty military applicants are also exempt from any placement testing. Those applicants who have successfully completed college level English and/or Math may be exempt as well. All other applicants will be required to take the AE-CASAS test. Contact an Academic Advisor for assistance.
- Recommend taking a course in basic computer skills, medical terminology, as well as general biology or anatomy and physiology before entering the program (if these courses were not taken previously in high school).
- Completion of health screening to include: recent physical examination and verification of immunization against tetanus-diphtheria, measles, mumps, rubella, and Hepatitis B; and a negative PPD test (or chest x-ray if indicated) for tuberculosis are required **prior** to the start of Fall semester courses.
- Basic Life Support (BLS) certification for the Health Care Provider, to include adults, infant, children, and automatic external defibrillator (AED); through the American Heart Association or the American Red Cross is required **prior** to the start of Fall semester courses.
- Students will be held accountable for the policy and procedures of the Dental Assisting Program as outlined in the Dental Assisting Student Policy Handbook, as well as the College Student Handbook.

- OST 1330 Business English may be used to satisfy the prerequisite requirement for SPC2608 Oral Communications/Research/Presentation Skills in this program.

Additional Completion Requirements

- Submit completed School of Dental Sciences application for continuing enrollment to the Academic Advisor in the College of Health and Public Services. Applications are accepted anytime during the year.
- Completion of a minimum of eight (8) observation hours of a dental assistant in a general dentistry facility is **required before** submitting an application for continuing enrollment.
- Student selection for continuing enrollment is based on specific admission criteria and a points system. Selection is made once a year. The Program starts annually in July.
- Combined cumulative grade point average of 2.0 or better is required to apply for continuing enrollment.
- Applicants with higher cumulative GPAs and successful completion of all corequisite courses will be considered more favorably for continuing enrollment.
- Program general education and dental assisting courses must be completed with a grade of "C" or better.

Program Specific Courses

ENC1101*	Introduction to Composition	3
	OR	
OST1330	Business English	3
PSY1012	General Psychology	3
SLS1122	Managing Your Success	3
SPC2608**	Oral Communication/Research/Presentation Skills	3
DEA0000	Introduction to Dental Assisting	30
DEA0020C	Chairside Assisting I and Lab	105
DEA0130	Biomedical Science	60
DEA0801C	Chairside Assisting II and Lab	105
DEA0850L	Externship I	240
DEA0851L	Externship II	240
DES0002	Dental Anatomy and Physiology	30
DES0103C	Dental Materials and Lab Procedures	90
DES0205C	Dental Radiology and Lab	90
DES0501	Practice Management	30
DES0844	Preventive Dentistry and Nutrition	30

Prior to enrollment in college-level English, some students may be advised to complete college preparatory/developmental course work. See an Academic Advisor to determine developmental course requirements.
**OST1330 may be used to satisfy the prerequisite requirement for SPC2608 in this program.*

Sample Program of Study

1st Semester (Summer Term B – Six Weeks)

SLS1122	Managing Your Success	3
DEA0000	Introduction to Dental Assisting	30
DES0002	Dental Anatomy and Physiology	30

2nd Semester (Fall)

ENC1101*	Introduction to Composition	3
	OR	
OST1330	Business English	3
PSY1012	General Psychology	3
DEA0020C	Chairside Assisting I and Lab	105
DES0103C	Dental Materials and Lab Procedures	90
DES0205C	Dental Radiology and Lab	90

3rd Semester (Spring)

SPC2608**	Oral Communication/Research/Presentation Skills	3
DEA0130	Biomedical Science	60
DEA0801C	Chairside Assisting II and Lab	105
DEA0850L	Externship I	240
DES0501	Practice Management	30
DES0844	Preventive Dentistry and Nutrition	30

4th Semester (Summer Term A – Six Weeks)

DEA0851L	Externship II	240

Note: Sequence of courses may vary. Check catalog course descriptions for requisite requirements.

Daytona State College School of Dental Sciences –
Dental Assisting Program Application Submission Checklist

☐ Apply for admission to Daytona State College (if not already a **current** DSC student)

☐ Request official transcripts from any other educational institutions attended and have them emailed to Admissions@DaytonaState.edu or mailed to:
> Daytona State College
> Admissions Office
> 1200 W. International Speedway Boulevard
> Daytona Beach, FL 32114

☐ Take the vocational level placement test (AE-CASAS) at the Assessment Services and meet the Exit Scores to qualify for admission. Placement test exemption may apply. Contact an Academic Advisor for assistance.

☐ Completed a minimum of eight (8) observation hours of a dental assistant in a general dentistry practice. The form is included in this packet.

☐ Recommended to complete the following program specific courses prior to beginning the dental assisting program:
- ENC 1101 Introduction to Composition **-OR-** OST 1330 Business English
- PSY 1012 General Psychology
- SLS 1122 Managing Your Success
- SPC 2608 Oral Communications/Research/Presentation Skills

☐ Encouraged to complete the following courses prior to beginning the dental assisting program (not required):
- BSC 0070 (BSC1080) Basic Anatomy and Physiology for Health Careers **–OR-**
- BSC 1085C Human Anatomy & Physiology I and Lab
- CGS 2100 Microcomputer Applications
- HSC 1531 Medical Terminology

☐ Complete the School of Dental Sciences Application and meet with an advisor on the campus nearest you to have your assessment results interpreted and application reviewed and signed.

☐ Submit the completed application and observation hours form to the Academic Advisor, Melissa Brown-Mack in Building 320, Room 549 on the Daytona Beach Campus. Application packets can also be mailed or emailed to Melissa Brown-Mack.

The following items are to be submitted with the application:

☐ School of Dental Sciences Application
☐ Unofficial Copy of Most Recent College Transcripts
☐ Observation Hours Form

☐ **Needs Transcript Evaluation** (Official Use)

Daytona State College
School of Dental Sciences
Admission Application

- Application submission does not guarantee program acceptance.
- Applicants must have a **current** DSC application on file prior application submission.
- Applicants must be 18 years old at the time of application submission.

Check the program you are applying to: ☐ Dental Assisting Program
☐ Dental Hygiene Program*

* Applications are ONLY accepted in the month of February for the following July class.

Please Print Clearly

Name		Student ID			
DSC Email					
Address					
City		State		Zip	
Phone		Alternate Phone			
Alt Contact Person		Phone			
**Please list other colleges you have attended					

*** Official transcripts **must** be received in the Daytona State College Admissions Office and an unofficial copy of your transcript **must** be submitted with this application.*

Dental Hygiene Applicants: *Official transcripts must be received in the College's Admissions Office by the end of February for the application to be considered for program entry. It is the responsibility of the applicant to ensure DSC Admissions Office has received the official transcripts.*

Dental Assisting Applicants

Some applicants may be exempt from placement testing. Please contact an Academic Advisor to see if you qualify for exemption.

Scores must be at "Exit" level for program entry. Test scores are only valid for two (2) years.

AE-CASAS Scores   Reading _____   Math _____

OR

PERT Scores Reading _____   Writing _____   Math _____

Dental Hygiene Applicants

Tests may not be combined to show minimum score achievement. The scores must be achieved in each category on the same test attempt. You may test a total of four (4) times within a calendar year (January-December). Beginning July 1, 2025, the **TEAS Exam will only be accepted if taken at DSC**. Applicants that have taken and passed the exam prior to this date will still be allowed to submit those scores as long as they are valid three years from the test date.

TEAS Score taken only at DSC   Composite Score (65%) _____

Signatures

Test scores and/or qualifying coursework must be checked and signed by an Academic Advisor.

- **AE-CASAS/PERT test scores** are only valid for two (2) years.
- **TEAS test scores** from Daytona State College are only valid for three (3) years.
- TEAS Exam **must be taken** at Daytona State College.
- A **current** Daytona State College application is on file.

This student has been advised as to the programs criteria and/or admission process.

_____   _____
Advisor Signature   *Date*

Submitting Your Application

Dental Assisting and Dental Hygiene Applicants

Applications will be accepted **only** on the Daytona Beach Campus. The completed application **must** be submitted to Melissa Brown-Mack, Academic Advisor, in Building 320, Room 549. Ms. Brown-Mack can be contacted at (386) 506-3052 or Melissa.Brown-Mack@DaytonaState.edu. Applications require additional application materials to be submitted with the application. ***Incomplete applications will not be accepted.***

Complete applications may also be mailed or emailed to:

> Daytona State College
> Melissa Brown-Mack, Academic Advisor
> College of Health and Public Services
> PO Box 2811
> Daytona Beach, FL 32120-2811
> Melissa.Brown-Mack@DaytonaState.edu

Dental Hygiene Applicants Only

Applications will only be accepted during the month of February and must be received by the last business (working) day of February.

I understand that I must meet all general admission requirements of the College. I certify that I have received and read a copy of the current Program Guide for the program to which I am applying. I understand that I must comply with all requirements, including prerequisite courses, prior to being considered for admission to the program. I also understand that my initial acceptance is provisional (contingent upon my background check).

_____   _____
Applicant Signature   *Date*

After Admission

Prior to the first day of class, Basic Life Support for the Healthcare Provider certification from the American Heart Association or the American Red Cross, completed physical examination, and immunization forms are to be submitted to the Assistant Chairperson/Program Manager. A Florida Department of Law Enforcement (FDLE)/Level II background screening, finger printing, and drug testing report is also to be received.

Updated 5/2025

Observation Hours Documentation

School of Dental Sciences – Dental Assisting Program

Applicant Instructions

- Please use a **separate** form documenting your observation hours of a dental assistant for **each** General Dentistry practice you have completed observation hours.
- You must have a **minimum of 8 observation hours** completed and documented prior to submitting an application to this program.
- These hours must have been **completed within one year** of applying to the Dental Assisting Program.
- You may make copies of this form.

This is the official form that must be used to document observation hours. There are **no** substitutions used when accounting for these hours.

Applicant Name			
Dentist Name			
Office Address			
City			
State		Zip Code	
Office Phone			
Date of Observation		Number of Hours Observed	

Signatures

I certify that this Dental Assisting Program applicant has observed the dental assistant in my dental office on the date above and for the number of hours indicated above.

_____   _____
Dentist Signature   *Date*