



# Dental Hygiene

## B.S. Degree Completion

## Application Packet &

## Admissions Information

Students interested in the Dental Hygiene Program are encouraged to call the Dental Hygiene Department with any questions regarding their admission prior to submitting their application. This packet will be updated annually. Students are encouraged to request the most recent update and college catalog.

Tennessee State University  
Dental Hygiene Department  
Nashville, Tennessee

**\*\*Application Opens November 1, Deadline June 15\*\***

Guide to the Tennessee State University Dental Hygiene Application Process

\*\*\*\* Important – Please read before completing the application \*\*\*\*

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The Tennessee State University Dental Hygiene Department must receive all applications no later than **June 15<sup>th</sup>** of the year the student is seeking admittance. Only complete applications will be considered for the 2015-2016 program. **Any applications received after the application deadline will not be considered. All Prerequisite Courses Must Be Complete by Application Deadline.**

Completion of the Tennessee State University Dental Hygiene Program application process by each deadline is the sole responsibility of the applicant! Meeting deadlines and completing the application properly demonstrates the ability, maturity, and self-motivation desired in Tennessee State University Dental Hygiene students.

**In order to apply to the Tennessee State University Dental Hygiene Program, you must first apply and be accepted to The University and have completed all prerequisites.**

If at any time during this process you have any questions, please do not hesitate to contact

Prof. Rosalyn Word  
Coordinator, Admissions / Advisement  
Tennessee State University  
3500 John A. Merritt Blvd  
Nashville, TN 37209  
[rword@tnstate.edu](mailto:rword@tnstate.edu)

## **Important Message to Applicants**

We are pleased that you are interested in the Dental Hygiene Program at Tennessee State University. The program seeks motivated students who are dedicated to a career in the dental hygiene profession. Admission is Highly Competitive. The Dental Hygiene BS Degree Completion program itself 41 credit hours, which can be completed in 1 year if you have some of the general education hours already completed within your respective AAS degree program.

We encourage you to read this information very carefully and follow all instructions exactly. You must meet deadlines and specific requirements in order to be considered as an applicant to the Tennessee State University Dental Hygiene Program. It is important for every applicant (new or reapplying) to obtain the most current information for this program before applying. Admission requirements and the selection process are subject to change. Please note that once your signed application has been received in the Dental Hygiene office, your application cannot be changed in any way. It is imperative that you review the application before submitting it.

***Falsifying information on your application will result in disqualification.***

**Please read and become familiar with the information on the dental hygiene website; make a list of specific questions to ask before scheduling an advising appointment. If you have specific questions after reading this information and browsing the website, you may schedule an appointment by calling Rosalyn Word at (615) 963-5840, or send an email with your questions to [rword@tnstate.edu](mailto:rword@tnstate.edu). You may also call the department chair office at (615) 963-5801.**

## **Program Introduction**

Over 1000 students have graduated from Tennessee State University Dental Hygiene Program since its inception. The program is fully accredited by the ADA Commission on Dental Accreditation for Dental Hygiene a specialized accrediting body recognized by the US Dept. of Education. Students earn an Associate of Applied Arts and Sciences Degree (AASA). Our program prepares students for the written National Board Examination, and the Regional and State Board Examinations required for licensure as a Registered Dental Hygienist (RDH). Dental Hygiene graduates from Tennessee State University are respected and in high demand by dental employers.

The Dental Hygiene Program is intensive in order to develop a comprehensive knowledge. Familiarity with computers is necessary since some courses are online or are hybrid classes. Students will be both The Tennessee State University faculty are experienced educators and practitioners who take pride in offering high quality instruction that focuses on individual needs of students in a supportive learning environment.

The Dental Hygiene Program has established and implemented policies and procedures related to individuals who have blood borne infection diseases such as hepatitis B and human immunodeficiency virus (HIV or AIDS). These policies prevent discrimination against any individual (applicant, student, patient, faculty, or staff) based on perceived or actual condition associated with blood borne infectious diseases. Standard precautions for blood borne pathogen exposure control are routinely enforced in laboratory and clinical settings to ensure safety of all students, patients, and personnel. Confidentiality of information pertaining to the health status of all individuals is strictly maintained at all times.

**Please read this information carefully and follow the application procedures exactly. You must meet the deadline and specific requirements in order to be considered as a qualified applicant to The Tennessee State University Dental Hygiene Program.**

# Tennessee State University Dental Hygiene Program Application Checklist

## Submit to Tennessee State University Department of Dental Hygiene:

1. \_\_\_\_\_ Official transcripts from all colleges attended
2. \_\_\_\_\_ Proof of high school graduation (transcripts) or GED certificate
3. \_\_\_\_\_ ACT score of **19** or higher or equivalent as deemed by Tennessee State University
4. \_\_\_\_\_ DHAE - Dental Hygiene Assessment Exam Score (Formerly The HESI)
5. \_\_\_\_\_ TOEFL – Test of English Foreign Language Exam Score
6. \_\_\_\_\_ Two letters of recommendation (one from a character reference and one from an educational reference)

*Official copies of all scores and transcripts must be included in your application packet.*

ALL information must be included to be considered complete. **Any piece of documentation missing will result in the applicant not being considered for admission.** Please update TSU Dental Hygiene Department of any change in address as soon as possible. It is the responsibility of each applicant to ensure that the application is complete and that all information is on file.

**Interview Schedule:** For applicants with a complete application, interviews will be scheduled from qualifying applications. You will be called or emailed for your interview time. Please arrive 15 minutes prior to your scheduled interview time.

### **Notification:**

You will be notified by email or mail if you are accepted into the program. You will also be notified via mail or e-mail if you are not accepted into the program. No information will be given regarding an applicant's admission status over the phone. Please **DO NOT CALL** the admissions office or the Department of Dental Hygiene regarding your application status.

## Dental Hygiene Admissions Process

The Dental Hygiene Program is a two-year program consisting of four 16-week semesters and one five-week summer term. Classes are Monday through Thursday and at this time are only offered as day classes. Graduating students will receive an Associate in Applied Science Degree.

Students must have a minimum 2.75 GPA at the time of submitting application and maintain this GPA until start of classes. Attaining the minimum requirements for entry does not guarantee a seat in the class. Dental Hygiene is a very competitive program and as such most applicants have a more competitive GPA.

All successfully completed college level science courses taken before entry will be considered as fulfillment of the core course requirements if taken within five years prior to admission to the Dental Hygiene program. All science courses taken more than five years ago will need to be re-taken.

### Admission Criteria:

Applicants who apply to the Dental Hygiene Program at Tennessee State University must successfully complete all admission requirements.

- A 2.5 grade point average in clinical dental hygiene courses and a minimum overall grade point average of 2.75 on a 4.0 scale, from an accredited dental Hygiene Program. (Applicants with grade point averages higher than the minimum may be given priority in acceptance.)
- Two letters of recommendation from dental hygiene faculty persons who taught the applicant. One letter must attest to the clinical competencies of the applicant.
- Official college transcript (s).
- National Board Certification and/or Tennessee licensure to register for core advanced DHYG courses (DHYG 3010, 4020, and 4120).

### Admissions Process:

**Step 1:** Access the application information packet and college catalog online at [www.tnstate.edu/dentalthygiene](http://www.tnstate.edu/dentalthygiene). All application materials must be received and January 15<sup>th</sup> of the year student is seeking admittance. The student must first apply and be accepted to Tennessee State University and then to the Dental Hygiene program (this is a two-step process).

**Step 2:** Have **Completed Application** mailed to Tennessee State University Dental Hygiene Department for review. This includes all high school and colleges attended.

**Step 3:** The Dental Hygiene Admissions Committee will review all applications and select the best applicants based on the application requirements including transcripts and test scores. These applicants will be contacted and invited to appear for an interview. The applicant will be interviewed by a minimum of two members of the Dental Hygiene Admissions Committee. Applicants will be asked questions regarding their previous coursework, their personal goals, their dental experience, and their expectations

of the program. Up to 34 students will be selected based on their ranking using the weighted scoring system.

**Step 4:** Students will be notified of their acceptance or their denial into the program. Those students accepted will be asked to submit an acceptance confirmation notice and pay a non-refundable instrument Supply kit and Uniform deposit directly to the specific designated vendors by the specified deadline.

### **Method of Selection:**

Criteria for selection are weighted. Points will be awarded to applicants for successful completion of college coursework, more than minimum test scores and over the minimum requirement for GPA. Points will also be awarded for communication skills and professional demeanor.

### **Students that apply should be aware and understand the following:**

- Admission to the Dental Hygiene program is selective. It is Tennessee State University's goal to prepare graduates who are highly competent, ethical hygienists and who exhibit high standards of professionalism with patients. In order to achieve our program goals, admission criteria has been established to evaluate applicants as to their suitability and probable success in the program.
- Since there are more applicants than available space, admission is competitive. Meeting the minimum criteria merely allows you to submit an application and is not a guarantee of acceptance into the dental hygiene program. Students who are not admitted must reapply for admission to the Dental Hygiene Program each year they wish to be considered.
- The Dental Hygiene clinical program is competency based. The student must maintain a satisfactory clinical performance and at least a 75% in each Dental Hygiene course.
- A student who withdraws from the program for whatever reason must apply for readmission. The student applying for readmission is NOT guaranteed a position in the next entering class. Except for the most extenuating circumstances, the student can apply for readmission only once.
- Upon the successful completion of the Dental Hygiene Program with a GPA of 2.5 or better, the student will be awarded an Associate of Applied Science degree. The student must then take the National Board Dental Hygiene Examination as well as The Regional Dental Hygiene Clinical Exam and pass both exams. Once a graduate successfully passes these exams, they can apply for licensure in the state where she/he will want to practice. Graduation from the Dental Hygiene program and receipt of the degree does not guarantee the student will successfully pass the National Board and/or state/regional board.

## **Tennessee State University Dental Hygiene Program Information for Applicants**

### **Curriculum**

**College level Microbiology, Anatomy / Physiology (I and II), one semester of Humanities along with high school Chemistry, Algebra and Biology courses are required to be completed prior to entering the dental hygiene program.** The remaining credit hours are scheduled over four semesters and one summer session. The Dental Hygiene Program at Tennessee State University must be completed as a full-time student in the sequence outlined on the curriculum sequence form.

### **ATTENDANCE**

Because the learning process is based on experiences in all dental hygiene courses, attendance is mandatory and monitored for all classes. Excessive absences will result in lowered grades and/or dismissal from the program.

### **PHYSICAL EXAMINATIONS/IMMUNIZATIONS**

**Before interviewing for the Tennessee State University Dental Hygiene Program, students must provide evidence they:**

- Have had a recent physical examination
- Have obtained appropriate immunizations required by the University and the Dental Hygiene program
- Have completed TB testing within the past year and results provided with your application
- Have begun the Hepatitis B immunization series or can show proof of Hepatitis B immunity

### **EXTERNAL ROTATIONS**

Throughout the dental hygiene curriculum, students are required to participate in activities that complement their professional training and expose them to experiences in the community.

### **FINANCIAL AID**

Questions about financial aid should be directed to the Financial Aid Office at (615) 963-5701. You may also contact the Financial Aid Office via email at [finaid@tnstate.edu](mailto:finaid@tnstate.edu)

### **CRIMINAL BACKGROUND CHECK**

Although criminal background checks are not required for Tennessee State University Dental Hygiene students at the outset, student will be required to obtain a criminal background check in their last semester as part of the Ethics course. Applicants are advised that many states now require criminal background checks before licensure can be granted. A felony conviction may impact eligibility to obtain a dental hygiene license and work as a dental hygienist.



## **NON-DISCRIMINATION POLICY**

Tennessee State University Dental Hygiene Department does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, disability or veteran status. Tennessee State University and the Dental Hygiene Program are committed to providing the highest quality of education.

Applicants may review University Policies at [www.tnstate.edu/eoaa/policies.aspx](http://www.tnstate.edu/eoaa/policies.aspx)

## **TEST OF ENGLISH FOREIGN LANGUAGE EXAMINATION (TOEFL)**

To ensure that students admitted to the Dental Hygiene Program are sufficiently competent in English language skills, all non-U.S. citizens with English as a second language must score a minimum of 100 and with listening and speaking section scores of 26 or above on each. on the Test of English as a Foreign Language (TOEFL).

**Tennessee State University  
Department of Dental Hygiene**

**Essential Functions for Dental Hygiene Students**

Dental Hygiene **APPLICANTS** must possess the following abilities and skills:

- Visual Acuity - Ability to determine small areas of detail, color discrimination and adequate depth perception in a clinical situation.
- Speech - Ability to clearly communicate in English with colleagues, patients, faculty and staff in classroom and clinical setting.
- Hearing – Ability to adapt with assistive devices to perform the essential functions of the Dental Hygiene profession.
- Tactile Sensitivity – Ability to employ gross and fine motor skills
- Writing – Ability to communicate effectively in the written form in English.
- Reading – Ability to read, comprehend and follow directions printed in English.
- Manual Dexterity – Ability to use hands with instruments and equipment in a coordinated manner.
- Motor Capacity – Ability to maneuver in laboratory and clinical areas around equipment during patient care procedures.

I have read this document and I am able to function according to the above stated functions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*I have read this document and there are some functions for which I will need accommodations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*Student will request reasonable accommodation through TSU's Office of Student Disability**

**TENNESSEE STATE UNIVERSITY  
DEPARTMENT OF DENTAL HYGIENE  
Application for Admission**

Legal Name: \_\_\_\_\_ SS#: \_\_\_\_\_  
Maiden Name: \_\_\_\_\_ Sex: \_\_\_\_\_ US Citizen: \_\_\_\_\_  
Local Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Local Telephone: H: \_\_\_\_\_ Bus: \_\_\_\_\_ Cell: \_\_\_\_\_  
Permanent/Home Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Permanent/Home Telephone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Single: \_\_\_\_\_ Married: \_\_\_\_\_ Divorced \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

Please Check One of the Following:

\_\_\_\_\_ African American, Non-Hispanic  
\_\_\_\_\_ American Indian or Native American  
\_\_\_\_\_ Asian or Pacific Islander  
\_\_\_\_\_ Hispanic  
\_\_\_\_\_ White Non-Hispanic  
\_\_\_\_\_ Other

New Applicant: \_\_\_\_\_ Previous Applicant: \_\_\_\_\_ Application Date: \_\_\_\_\_  
High School: \_\_\_\_\_ HS Graduation Date: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
GPA College: \_\_\_\_\_

List all Colleges/Universities attended including TSU:

- 1. \_\_\_\_\_ Date: \_\_\_\_\_
- 2. \_\_\_\_\_ Date: \_\_\_\_\_
- 3. \_\_\_\_\_ Date: \_\_\_\_\_

Currently Enrolled at TSU: Yes \_\_\_\_\_ No \_\_\_\_\_

If not, have you received an acceptance letter from TSU? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you successfully completed the following pre-requisite college courses and Exams?

- English Composition I Yes \_\_\_\_\_ No \_\_\_\_\_
- Anatomy & Physiology I Yes \_\_\_\_\_ No \_\_\_\_\_
- Anatomy & Physiology II Yes \_\_\_\_\_ No \_\_\_\_\_
- Microbiology Yes \_\_\_\_\_ No \_\_\_\_\_
- Humanities Yes \_\_\_\_\_ No \_\_\_\_\_
  
- TOEFL Exam Yes \_\_\_\_\_ No \_\_\_\_\_

I understand that withholding information requested in this application or giving false information may make me ineligible for admission or continuation in the Dental Hygiene Program. I certify that the information contained herein is correct and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_