

Dental Assisting Program Checklist



The following items must be completed before you can submit a Dental Assisting Program Application.

Complete Forsyth Tech Admissions Application.

Submit an FT Admissions Application if it's been more than 1 year since you applied

<https://www.forsythtech.edu/students/apply/>

Submit Transcripts.

- High School or GED
- All Colleges where program related courses were completed

Minimum Requirements English, Math & Biology

- Must be ready to take ENG-111 and MAT-143 without a co-requisite course, by having completed past ENG and MAT courses, High School unweighted GPA 2.5 or higher, test scores, Associate or bachelor's degree.
- Must have Biology class. High school (D or higher, college C or higher)

Complete All Related Courses

The following courses are the related classes, and these are not required to be completed before you apply, but they are what make you competitive:

[BIO-163](#), [ENG-111](#), [PSY-150](#).

Complete the TEAS Exam

- Scores expire 2 years from the date taken and must remain valid through the deadline.
Minimum Score requirement 42.

[Link to schedule TEAS Exam](#)

Related Experience

Do you have any of the related experience points listed on page 5 of the MAR packet? If so, documentation must be uploaded to the MAR application

Submit the MAR Application

[Dental Assisting MAR Application](#)

Additional Requirements for Accepted Students only

Students are required to complete CPR certification, background check, drug screening, medical forms, observation hours and a required Summer Camp. Additional information is listed on page 4 of the MAR packet. Students will also be sent follow up emails with specific details.



Dental Assisting

Fall 2025 Deadline: May 16, 2025

Dental Assisting is a competitive admission 1-year diploma program.

20 students are admitted each Fall semester. 4 seats are designated for SURRY CC applicants.

All applicants must meet minimum requirements to be eligible to apply. **Please note that meeting minimum requirements does not guarantee admission.**

Special note: If you are just starting to work on taking classes to become competitive in the future – **please look at the Related Courses on page 4 to guide you.** It is not a requirement that you complete all of them before you participate in the selective admission process, however completing more courses before the deadline can help to make you more competitive with more points.

1. Complete an application to Forsyth Tech

New and Former students (if it's been more than 1 year since you applied or enrolled in classes) must complete the online application at <https://www.forsythtech.edu/apply-ft/>

Complete NC Residency at www.ncresidency.org

Currently enrolled students do not need to submit a new application.

2. Submit official transcripts

Electronic transcripts can be sent through a secure service to admissions@forsythtech.edu

-or paper transcripts can be mailed to Forsyth Technical Community College Attn: Admissions 2100 Silas Creek Parkway Winston Salem, NC 27103-5197

-or hand-delivered in a **sealed** envelope to the Admissions and Records Office on the main campus

-emailed copies from you are NOT official

We must have:

- Official college transcripts where related classes were taken. Only undergraduate classes through bachelor's degree level, we do not need graduate level transcripts.
- Official AP scores from College Board if you want credit for applicable classes (credits showing on other college transcripts do not count).
- It is recommended to submit your graduating High School (or GED) transcript, or you may miss placement requirements.

3. Check that you meet the minimum readiness levels

*****CONFIRM with your advisor if you are unsure if you meet the requirements*****

All Health Program applicants are required to demonstrate English and Mathematics college readiness. You must be able to demonstrate that you have achieved the appropriate readiness levels in both areas by **at least one** of the following methods (**If you are unsure whether you meet either of these requirements, it is YOUR responsibility to speak with your assigned advisor PRIOR TO submitting your MAR application**):

COLLEGE ENGLISH READINESS	COLLEGE MATHEMATICS READINESS
<p><input type="checkbox"/> Option 1: You have completed or received transfer credit for ENG 111.</p> <p><input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DRE 096, DRE 097, DRE 098</p> <p><input type="checkbox"/> Option 3: You have completed or received waiver credit for ENG 002 with a minimum grade of P2</p> <p><input type="checkbox"/> Option 4: You have completed or received waiver credit for ENG 011 or are currently enrolled in ENG 111/011</p> <p><input type="checkbox"/> Option 5: An earned Associate or Bachelor’s degree from a regionally accredited institution</p> <p><input type="checkbox"/> Option 6: Completion of placement test and achievement of appropriate scores. <u>If you took the placement test elsewhere, you MUST submit those scores to Forsyth Tech Admissions & Records</u></p> <p><input type="checkbox"/> Option 7: Graduate of a US high school with a GPA of 2.5 or higher</p>	<p><input type="checkbox"/> Option 1: You have completed or received transfer credit for <u>one</u> of the following -- MAT 143, MAT 152, MAT 171 (or a higher-level math).</p> <p><input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DMA 010, DMA 020, DMA 030, DMA 040, and DMA 050</p> <p><input type="checkbox"/> Option 3: You have completed or received waiver credit for MAT 003 with a minimum grade of P2</p> <p><input type="checkbox"/> Option 4: You have completed or received waiver credit for MAT 043 or are currently enrolled in MAT 143/043</p> <p><input type="checkbox"/> Option 5: An earned associate or bachelor’s degree from a regionally accredited institution</p> <p><input type="checkbox"/> Option 6: Completion of placement test and achievement of appropriate scores. <u>If you took the placement test elsewhere, you MUST submit those scores to Forsyth Tech Admissions & Records</u></p> <p><input type="checkbox"/> Option 7: Graduate of a US high school with a GPA of 2.5 or higher</p>

Biology competency

There are two ways to demonstrate this:

- College-level course with a “C” or better
- High school-level course with a “D” or better

When we receive the MAR application it will be reviewed to make sure you meet the minimum requirements including taking the TEAS test and meeting the required score. If you do not meet these requirements, you will not be eligible to complete the MAR and will not be placed in the applicant pool.

It is highly recommended that you complete all general education courses BEFORE applying to the program. This gives you the best chance to be competitive.

If applying to more than one program (you can apply to up to three programs at a time) be sure that you have checked the MAR packet for that program to ensure that you meet the minimum requirements and have taken the necessary related courses.

4. TEAS EXAM: Test of Essential Academic Skills

A total score of 42% or higher is required to be eligible to apply to the program.

You must attach a copy of your current TEAS score report to the MAR application

Click here to schedule your test: [Link to Schedule TEAS](#)

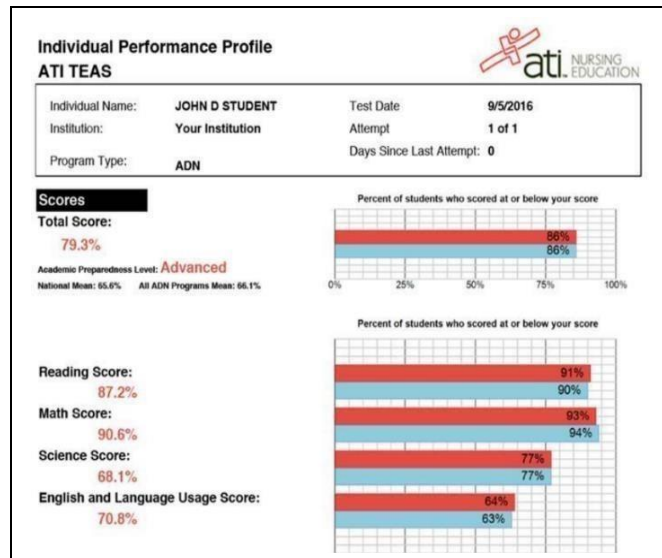
You must attach the score report that shows scores for **ALL** sections of the test as well as the overall score.
(see picture)

Download your report (no need to pay for an official report) and attach a copy to your MAR application.

TEAS tests taken at Forsyth Tech are not automatically submitted. When filling out the MAR application, there will be a question asking you to upload your TEAS score report. This is a REQUIREMENT. MAR applications will not be accepted without a valid TEAS score report.

5. Submit the MAR application

After completing your general education courses and taking the TEAS test, you are now ready to apply to the program.



Access the online application here:

[2025 Fall MAR Application](#)

Fall 2025 application is open March 3rd, 2025, until May 16th, 2025

****When your application is reviewed, it will be based on documents in your account at the time of the review.**

Please submit all required documents before applying to the program. **

What to expect after submitting the application:

- Submitting the MAR application adds you to the MAR review list.
- Your paperwork will be emailed to you after your MAR application is reviewed. This can happen throughout the application process even up to two weeks after the deadline **so do not expect to be notified immediately.**
- **Check your Forsyth Tech email and keep your phone and address updated with the school. We will email your MAR application paperwork to your Forsyth Tech email.**
- Within 6 weeks (about 1 and a half months) after the deadline, you will be notified of your status – admitted, alternate, or not admitted regardless of the decision.
- If you are admitted to the program, there will be instructions in your admission letter with requirements that apply to admitted students – **make sure to meet any of those deadlines/requirements or you can lose your seat in the program (see additional requirements for accepted students below).**
- If you are an alternate, we will contact you by phone or email if any seats open in the program.

Additional Requirements for Accepted Students

Summer Camp

All accepted applicants are required to attend our mandatory Summer Camp. The date is usually held at the end of June or early July. Students who fail to attend the Summer Camp may lose their spot in the program.

Observation

Once accepted into the program, it will be required that the student observe in a Dental office for a total of 8 hours and provide documentation on office letterhead.

CPR

Accepted students will be required to have a current and valid CPR certification and provide a copy of their card. The certification must be in Basic Life Support to include Adult and Infant CPR and AED.

Background check/Drug test

Admitted students will be required to complete a Drug Test and Criminal Background Check. Instructions will be given after acceptance.

Medical Forms

Admitted students will need to complete a physical with their medical doctor, have blood drawn to determine immunity for Tdap, MMR, Varicella, Hepatitis B, and update any necessary vaccines. Students also need a dental exam and cleaning, and a vision exam.

Understanding the Ranking Process

When the MAR and TEAS score requirements are met, qualified applicants are ranked using a point system. The points come from the grades in the “related courses” that are part of the program and will not only give you points but also lighten the course load if you are admitted into the program. Then your TEAS total score is added to the Related Course points to give you the score that you are being ranked with in the competition for the program.

1. Related Courses

Points are awarded for course grades **completed by the deadline**. You are not required to finish all of these classes before applying but doing so will help you to get a higher score and be more competitive.

Grade points are valued as follows: A = 4 points, B = 3 points, C = 2 points.

These points are then multiplied by the credit hours for each course.

For example, ENG 111 (3 credit hours) with a grade of B (3 points) gives a student 9 total points for that course.

AP credit is based upon the individual scores as follows: 5=A=4 points, 4=B=3 points and 3=C=2 points.

Please note that if a course is repeated, the highest grade earned will be used in the ranking.

RELATED COURSES	COURSE NAMES	CREDIT HOURS
Prefer: BIO 163 Will accept: BIO 168 & BIO 169 Will accept: BIO 165 & BIO 166	Basic Anatomy & Physiology Anatomy & Physiology I & II	5
ENG 111	Writing & Inquiry	3
PSY 150	General Psychology	3

Since BIO 163 is the preferred curriculum course, students taking the two-part sequence (BIO 168/BIO 169 or 165/166) should be aware that the two grades are averaged and multiplied by 5 credit hours to calculate an equivalent BIO point total.

Only courses completed by the deadline will be used for ranking. Courses must be completed with a “C” or better. There is no age limitation for BIO 163 or BIO 168/169 or BIO 165/166.

To qualify for ranking points and transfer credit, courses must satisfy the required semester hours and descriptions. **Please note that BIO 165 & 166 must be completed at the same college or university to transfer.** Applicants completing BIO 168 & 169 are not restricted to taking both anatomy/physiology courses at the same college or university.

Please note that if a course is substituted for points, it does not guarantee that it will count towards graduation. Accepted students must confirm the course substitution with their program coordinator during their first semester in the program.

2. Related Experience Points (Academic Points & Health Related Training)

Must be uploaded to the MAR application.

Points will be awarded for the completion of the following. *These are not requirements for admission to the program. Appropriate documentation must be submitted for points to be awarded. *Points for degrees will be given for the highest credential earned. Students may not earn multiple points for multiple academic degrees.

3 points	Completion of an Allied Health-related bachelor’s degree
2 points	Completion of a Non-Allied Health bachelor’s degree
2 points	Completion of an Allied Health-related associate degree
1 point	Completion of a Non-Allied Health associate degree
2 points	1+ year chairside Dental experience (Documentation on office letterhead required)
3 points	Completion of a Microbiology course (BIO 175 or 275) with at least a C grade

TEAS Total Score, Ranking and Selection

- Applicants must score a minimum of **42% on the TEAS to be eligible.**
- Your TEAS score will be added to your points from your related courses and related experience points to determine your total score.
- Applicants with the highest total scores will be admitted each Fall.
- In case of a tie, the applicant with the higher science score on the TEAS will be ranked higher.
- An alternate list will be maintained in ranking order, and alternates will only be admitted if space becomes available.
- Applicants who are not admitted must reapply for future consideration.

Accepted student data from the previous 3 years

Please note that the data below is for informational purposes only! Points and criteria vary each year. It is in a student’s best interest to accumulate as many points as possible to be as competitive as possible.

Year	Number of qualified applicants	Point range of accepted students
2024	25	95.3 – 127.3
2023	24	98.3 - 113
2022	30	94-113.2

Infectious Disease and Communicable Disease Acknowledgement:

You need to understand that entering a health or dental field you will be exposed to communicable or infectious diseases. **(Bloodborne Pathogens)** We do everything we can to keep you safe and teach you important Infection Control Policies that you are expected to follow throughout your career. By following these standard procedures, you can keep yourself safe.

Technical Standards for the Dental Assisting and Dental Hygiene Programs

Our program technical standards have been developed to help students understand nonacademic standards, skills, and performance requirements expected of a student to complete this particular curriculum.

If an accommodation is necessary to participate in the program, it is imperative to identify a reasonable accommodation to those students who qualify under the Americans with Disabilities Act (ADA). Reasonableness is determined by the Disability Services Office (DSO) and the program on a case-by-case basis utilizing the program technical standards. The accommodation needs to be in place prior to the start of the program, or it may delay your ability to start the program. It is the student's responsibility to contact the DSO and request accommodations.

Skills	Description	Specific Examples
Motor Skills	Gross and fine motor abilities to assist in the provision of safe and effective care	<ul style="list-style-type: none">• Calibrate and use equipment, document care; position and move patients• Mix and dispense dental materials and perform expanded function dental procedures.• Tactile ability sufficient for assessment and treatment.• Perform functions related to dental materials as well as laboratory procedures and treatment procedures. Must have tactile sensitivity in natural fingers and strength in both hands enough to manipulate and grip small instruments and objects.
Vision	Visual ability sufficient for observation and assessment necessary in dental care.	<ul style="list-style-type: none">• Observe patient responses, observe appearance and consistency of dental materials, oral findings, and determine shading and coloring of restorations.• Must be able to distinguish colors, hue, and shades of gingival tissues, teeth, and charting information for documentation.
Hearing	Ability to listen to and react promptly to instructors, patients, dental and medical providers while working in the clinical setting or gathering information for patient care.	<ul style="list-style-type: none">• Listen to patient oral health concerns• Formulate a treatment plan based on patient needs and concerns• Respond promptly to emergencies/sirens• Respond promptly to the sound of malfunctioning equipment; including handpieces, ultrasonic and radiographic equipment and compressors.• Call medical and dental providers on behalf of the patient regarding health-related concerns
Technological	Basic technological abilities sufficient to be able to use a computer, dental software, and digital scanning and radiographic equipment	<ul style="list-style-type: none">• Use of computer to document patient medical history and clinical findings.• Expose and develop radiographs using digital radiology equipment• Use of computer for web-based research
Communication	Communication abilities sufficient for interaction with	<ul style="list-style-type: none">• Explain treatment procedures to patients

	others in verbal and written form.	<ul style="list-style-type: none"> • Initiate preventative oral health education • Document and interpret treatment rendered with clinical findings. • Communicate effectively, respectfully and efficiently with peers, faculty, supervisors, other professionals and patients. • Students are expected to be able to effectively communicate verbally and non- verbally. This requires the ability to see, speak, hear, read, write, and effectively utilize the English language. • Auditory ability sufficient to monitor and assess health needs and communicate with patients and other members of the oral health care team.
Critical Thinking/ Problem Solving	Critical thinking ability sufficient for clinical judgment.	<ul style="list-style-type: none"> • Student must be able to identify cause – effect relationships in clinical situations • Collect and analyze clinical and radiographic data to aid in problem solving • Assist in the development of dental treatment plans • Assimilate knowledge from lecture, laboratory and clinical areas. • Retain factual information and use it appropriately. • Demonstrate sufficient observation skills to collect data on client treatment and assure patient safety during operative procedures. • Anticipate dentist and/or patient needs before, during, and after procedure.
Interpersonal Skills	Interpersonal abilities sufficient to interact with individuals, families, groups, etc., from a variety of social, emotional, cultural and intellectual backgrounds	<ul style="list-style-type: none"> • Student shall establish rapport with dentist, patients, and members of the community, other health care professionals and dental team members. • Demonstrate patience and empathy with patient. • Must be able to be aware of your own tone and pitch of voice, body language, and being aware of one’s self image and how you are portraying yourself.
Environmental Tolerance	Ability to sit or stand for long periods of time in small spaces	<ul style="list-style-type: none"> • Sit or stand in small clinical spaces and laboratory areas. • Ability to tolerate high frequency noises associated with a dental handpiece and ultrasonic equipment. • Ability to tolerate the smell of and possible exposure to dental materials and cleaning agents
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces; stand and walk for extensive periods of time.	<ul style="list-style-type: none"> • Move around small clinical space, room to room, laboratory areas, and equipment. Ability to keep balance while standing or sitting, stretch, bend, turn or squat as the need arises. • Perform multiple activities. Must be able to sit in a fixed position for an extended amount of time while assisting with dental procedures. • Must be able to fit and sit appropriately in the dental stool or chair that can be raised at the appropriate level for assistant or operator (4”-6” above operator’s head, must be able to place stool waist bar at appropriate area for balance).
Weight Bearing	Ability to lift and manipulate/move 45-50 pounds daily.	<ul style="list-style-type: none"> • Position patients and move equipment and/or supplies.

<p>Cognitive and Intellectual Abilities</p>	<p>Ability to be oriented to time, place and person; organize responsibilities and decisions.</p>	<ul style="list-style-type: none"> • Student shall assess patient complaints and oral conditions and be able to assimilate and communicate information to other members of the treatment team. • Modify behavior/performance in the classroom or clinic after feedback from instructor or clinical supervisor. • Show problem-solving ability sufficient to organize and complete multiple tasks accurately and within assigned time frames. • Independently initiate routine tasks • Respond independently and quickly to emergency situations. • Comprehend three-dimensional relationships as in anatomical relations. • Understand spatial relationships of structures. • Comprehend and apply clinical instructions given by department personnel. • Ability to remember and re-call a large amount of information. • Ability to apply critical thinking skills and regard to obtaining adequate clinical history from the patient record and documenting that information with exam findings. • Deal with abstract and concrete variables, define problems, collect data, establish facts and draw valid conclusions.
<p>Behavioral/Social Skills</p>	<p>Exhibits mature, sensitive, and effective relationships with patients, peers, faculty, supervisors, and other professionals</p>	<ul style="list-style-type: none"> • Exercise sound judgment, complete assessment, and develop sensitive and interpersonal relationships with patients. • Flexibility to function under stress and deal with patients and others who may be experiencing stress. • Tolerate physically taxing workloads. • Adapt to changing environments and flexible schedules. • Display behavior of: -compassion, empathy, integrity, concern for others, interest, respect and motivation, and have emotional stability. • Ability to cope in stressful situations calmly and respectably with patients and other staff members.

This document is intended to serve as a guide regarding the physical, emotional, intellectual and psychosocial expectations placed on a student. This document cannot include every conceivable action, task, ability or behavior that may be expected of a student. Meeting these technical standards does not guarantee employment in this field upon graduation. Ability to meet the program's technical standards does not guarantee a student's eligibility for any licensure, certification exam, or successful completion of the degree program