Chemeketa Community College Dental Assisting



2027 Application Guide

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Dental Assisting at Chemeketa

The Dental Assisting program is a limited enrollment, 9-month, full-time certificate program. This program accepts up to 36 qualifying applicants each year. The program accepts applications each spring for the coming fall.

Upon successful completion of all course requirements with a grade C or higher, students earn a Certificate in Dental Assisting from Chemeketa. As part of the program, students take the Dental Assisting National Board (DANB) exams, enabling them to apply for their Oregon Radiologic Proficiency Certificate, Expanded Functions Dental Assisting (EFDA) Certificate, and Expanded Functions Orthodontic Dental Assisting (EFODA) Certificate. They also earn national certification as a Certified Dental Assistant (CDA). These credentials make Chemeketa graduates highly competitive candidates in the dental workforce.

Program Accreditation

This program is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of “approval without reporting requirements.” The Commission on Dental Accreditation will review complaints that relate to a program’s compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion, or dismissal of faculty, staff, or students.

A copy of the appropriate accreditation standards and/or the Commission’s policy and procedure for submission of complaints may be obtained by contacting Commission at:

Address: 211 East Chicago Avenue Chicago, IL 60611-2678 or

Phone: 1-800-621-8099 extension 4653

Application Requirements

All requirements must be met to meet minimum eligibility. Applicants are responsible for uploading proof or documentation demonstrating that the following criteria have been met as part of the application process.

Applications will be accepted during the application acceptance period. Late applications will not be considered due to strict review timelines.

- ✔ All students need to be active, credit-seeking students at Chemeketa at the time of the application:
  - Apply online to become a student at Chemeketa https://join.chemeketa.edu/register/apply.
  - Chemeketa K# and email address will be required as part of the Dental Assisting application.
- ✔ All school related communication will be sent to your Chemeketa school email
  - Applicants should be checking their email at least 3 days a week (daily is recommended).
- ✔ Show proof of one of the following requirements:
  - High School diploma with an overall GPA of 2.0 or higher
  - College transcript of previously earned certificate/degree with an overall GPA of 2.0 or higher
  - GED credential
- ✔ Complete the program prerequisite courses with a C or higher (See Application Score Guide on page 6)

Application Timelines and Details

Application Period: From 8:00 am on the first Monday of March through 5:00 pm on the final Friday of May each calendar year

Application Form: The Dental Assisting Application Form will open at 8 am on March 1st. Please visit the website as the link will be posted on that date.

Applicants should have all application requirements (see above) met prior to applying. This includes having transcripts review completed if transferring credits from other institutions.

Transcript evaluations take an average of 10 weeks to complete. To ensure you have your transcripts evaluated prior to applying, transcripts and evaluation request must be submitted by **February 1, 2027**

What to expect after submitting your application:

- Applicants will automatically receive an email with a copy of their application submission
- Applicant statuses will be sent the 1st week of July
  - Acceptance with Offer of Admission Form
  - Alternate with Alternate Offer of Admission Form
  - Regrets
- Applicant Offer of Admission due by 5 pm July 16th.
- Mandatory Student Onboarding information/website will be sent the second week of July.
  - Accepted students will be required to review and complete mandatory on-boarding requirements with various due dates – make sure to pay attention to deadlines.
  - Requirements include (not limited to)
    - Submitting order for background check and drug screen
    - Completing a drug screen

        - Submitting all required immunization documentation
        - Submitting proof of completion of an American Heart Association BLS Provider CPR (must be American Heart Association)
- Dental Assisting Online Orientation is due by end of day July 31st
    - Dental Assisting orientation materials will be found on the Student Onboarding website
    - Applicants will watch a video and provide follow up information via a Google Form submission
    - Mandatory in-person Induction: September 23, 2027:
        - Induction will take place on the Salem Campus in building 8/117. Students will be required to come in uniform for inspection (see online orientation video).
- Program Begins September 27th, 2027
    - This program is facilitated across three consecutive terms (Fall, Winter, & Spring)

Date Guide:

End of June to beginning of July: Applicant notification week

July 13, 2027: Offer of Admission Forms Due by 5 pm

Second week of July: Onboarding and orientation information will be provided

July 30, 2027: Orientation materials are due by end of day

September 23, 2027: Mandatory in-person Induction

September 27, 2027: First day of class

Transcript Evaluation Process:

Applicants who would like to utilize completed courses from other colleges and/or universities will need to submit the following:

- Official transcripts
- Submit official transcripts and request for transcripts to be evaluated for the Dental Assisting program form.
- Request for Evaluation and Transfer of Previous Credit (click here)
- **Please note for any "T" transfer grade in place of a letter grade.** After submitting your Request for Evaluation of Previous Credits, please be aware that any courses listed with a **"T"** (Transfer) in place of a letter grade will automatically be assigned a grade of **"C"** for evaluation and scoring purposes. If you would like to have the original letter grade considered instead, you must contact our office and submit a copy of your unofficial transcript directly from the institution where the coursework was completed so we can align it with the appropriate points. This must be submitted on an individual basis, **in addition to completing the Request for Evaluation of Previous Credits.**

Dental Assisting Technical Standards

Introduction

Certain functional abilities are essential for the delivery of safe, effective dental assisting care. These abilities are essential in the sense that they constitute core components of a dental practice. There is a high probability that negative consequences will result for patients and/or co-workers of the dental assistant who fails to demonstrate these abilities. A program preparing students for the profession of dental assisting must attend to these essential functional abilities in the education and evaluation of its students. This statement of the Technical Standards of the Dental Assisting Program at Chemeketa Community College identifies the functional abilities deemed by the dental assisting faculty to be essential to the practice of dental assisting. Reference materials used in the development of these standards include Division 42 of the Oregon Administrative Rules of the Oregon Board of Dentistry, the Oregon Health Division, the American Dental Association Commission on Dental Accreditation, OSHA Standards, and the Centers for Disease Control and Prevention guidelines. The Technical Standards are reflected in the Dental Assisting Program's Performance-based Outcomes, which are the basis for teaching and evaluating all dental assisting students.

Standards

The practice of Dental Assisting requires the following functional abilities with or without reasonable accommodations:

Fine Motor Skills

A dental assisting student must be able to perform all required activities needed for laboratory procedures, clinical practice, patient care and emergency procedures. The ability to safely, accurately and effectively manipulate all instruments, equipment, and materials utilized in the dental assisting process is essential.

Sensory Skills

A dental assisting student must have adequate control of all sensory functions so that the student, patients, peers, and instructors/operators will be able to work and respond in ways that contribute to a safe environment and provide sound evaluation and treatment services. Must have sufficient abilities to receive directions or instructions and safely participate in the laboratory and/or clinical procedures.

Communication Skills

A dental assisting student must be able to communicate information effectively, accurately, reliably and intelligibly with individuals, groups and all members of the healthcare team using the English language. The dental assisting student must be able to provide inclusive, clear, and legible chart notations and descriptions of clinical findings as dictated by the operator. A dental assisting student is expected to participate and communicate effectively in teams during the many opportunities in the dental assisting program.

Cognitive Skills

A dental assisting student must be able to collect, analyze, synthesize, integrate and recall information and knowledge to participate safely and effectively in laboratory and chairside procedures.

Physical Endurance, Strength, and Mobility

A dental assisting student must be able to tolerate physically taxing workloads that include but are not limited to sitting or standing for long periods of time in one position, or lifting at least 25 pounds with or without accommodations, to meet clinical requirements. Must also safely manipulate instruments, equipment, containers, and dental materials.

Behavioral/Professionalism Skills

A dental assisting student must be able to work effectively under stress and adapt to changing situations. He/she must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the clinical problems of patients. A dental assisting student must be able to use tactful, congenial and personal mannerisms while interacting with others. The dental assisting student must work with the dental team and patients in such a way as not to alienate or antagonize anyone. A dental assisting student is expected to be prepared for all classes, clinic lab and practicum and to be prepared to accept reasonable, instructive, and professional criticism, and to respond with a professional attitude and appropriate modification of behavior. A dental assisting student is expected to abide by The Creed and The Pledge of the American Dental Assistants Association as well as the regulations in the Dental Assisting Program Student Handbook.

Affirmative Action:

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state or local laws.

Under College policies, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of its policies and other College efforts designed for that purpose.

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503-584-7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or http://go.chemeketa.edu/titleix. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr. NE, Salem OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

Application Score Guide:

Coursework	**C (3 points)**	**B (6 points)**	**A (9 points)**	
DEN066 or *equivalent *Basic Science for Dental Assistants*				
Coursework	**C (2 points)**	**B (5 points)**	**A (6 points)**	
COM111Z (or higher) *Public Speaking*				
MTH100 (or higher) **MTH104 (Applied Quantitative Reasoning) is recommended for healthcare positions* ***Please note:** This math requirement is currently in transition. Course substitutions of MTH 60 or higher will be accepted through Spring Term 2027.*				
PSY101 (or higher) *Psychology of Human Relations*				
WR121Z (or higher) *Composition 1*				
Optional Coursework – 1 point each				**1 point**
HM120 *Medical Terminology 1*	Medical Terminology 1			
Application Total Points				**/35**
Total Points of Applicant				

Application points will be awarded for prerequisites completed through spring term of the application year. Applicants completing prerequisites during summer term may be considered only if the program has not been filled.

*Equivalent classes would be BI231/232.

All classes must be passed with a grade of C or better.

Frequently Asked Questions (FAQs)

General FAQs

Is dental assisting in demand?

YES! Very much so! We get phone calls/emails almost weekly from local offices trying to find a qualified dental assistant! Now is a great time to become a dental assistant!

I have questions about the admissions process, what should I do?

First, thoroughly review the admissions guide and watch The Dental Assisting video on p.4.

If you still have questions regarding admissions to Chemeketa, please email https://www.chemeketa.edu/admission/ and one of our admissions specialists will reach out to you. If you have questions about admissions to the Dental Assisting program, please email dental@chemeketa.edu

Can I work while I'm in CCC's Dental Assisting Program?

The Dental Assisting program is a full-time, Monday through Friday program that includes homework and projects outside of class time. As a result, it can be challenging to work evenings and weekends while successfully completing all program requirements. Students are encouraged to reduce work hours as much as possible to fully commit to the program.

Will appeals be considered for applicants who miss admissions-related deadlines?

At CCC, there is a commitment to maintaining a fair admissions process by adhering to firm deadlines for application submissions and supporting documentation. Due to the high volume of applications, appeals for missed deadlines cannot be accepted. All applicants are encouraged to plan accordingly and submit required materials well in advance of the program deadlines.

Do I need a social security number to be a Dental Assistant?

No, you do not need a Social Security number (SSN) to become a licensed dental assistant in Oregon. While some employers may require an SSN for hiring purposes, neither the licensing organization (like DANB) nor educational institutions like Chemeketa Community College require it for certification or enrollment. However, a criminal background check, required for our post-selection requirements and is also part of the licensing process, may require a Social Security number or Form I-9.

Should I apply for this program if I ultimately want to apply to a Dental Hygiene Program?

Applicant's decisions should align with their career goals and personal circumstances. If they are certain that a career as a dental hygienist is their goal, they may choose to go directly into a dental hygiene program. However, if they want to gain experience, explore the dental field, or meet specific program prerequisites, attending dental assisting school first can be a valuable step. It's essential to research dental programs in their area, speak with an academic advisor, make an appointment with career services, and carefully consider their goals before making a decision.

Prerequisite Course FAQs

I need help with planning my prerequisites, where should I start?

If you are new to CCC, please go to https://www.chemeketa.edu/students/advising/ for next steps on how to connect with an advisor.

What if I take a prerequisite course pass/no pass?

Individual prerequisite courses must be successfully completed with a letter grade of "C" or higher. Pass/no pass grading options are not accepted as proof of successful course completion.

My completed prerequisite course now has the letter Z attached to it; do I need to retake it?

No. Applicants will not need to repeat their prerequisite courses. For example, prerequisite courses such as COMM111z used to be numbered as COMM111 and would not need to be retaken. Courses such as WR 121Z and many others are part of the new Oregon Common Course Numbering system.

Will my transfer courses be accepted at CCC?

Applicants with transfer courses are strongly encouraged to submit their official transcripts for review as soon as possible to ensure coursework will come through. Until an official evaluation is completed, there is no way to say for certain if a class will come through as equivalent.

Post-Selection FAQs

After I get admitted, what is required of me?

After being accepted in the program, students will be required to successfully complete onboarding requirements which includes:

- Successfully pass a criminal background check and ten-panel drug screen
- Provide proof of American Heart Association Health Care Provider CPR Certificate
- Provide proof of required immunizations
- Attend post-admissions mandatory orientation the third week of September held on the Salem Campus.

When can I register for fall term?

Once your immunizations, CPR, background check and drug screening have been completed, and you have completed the orientation activity, you will be notified by email when you have been granted consent to register. You must be registered by the first day of class, September 27th, 2027 or your position will be given to an alternate.

Who should I contact if I have questions about student onboarding requirements?

Email the Health Professions and Wellness Department at healthwellness@chemeketa.edu

Who should I contact if I have a general question about the Dental Assisting Program, uniforms and/or orientation requirements?

Email Kara.Radu@chemeketa.edu

Additional Support Resources

Chemeketa Resources

- Academic Advising: Academic Advising | Chemeketa Community College
- Academic Calendar: Academic Calendar | Chemeketa Community College
- Dental Assisting Program Information: Dental Assisting | Chemeketa Community College
- Financial Aid: Financial Aid | Chemeketa Community College
- Financial Resources: Financial Support | Chemeketa Community College
- Scholarship Support: Scholarships | Chemeketa Community College
- Student Accessibility Services: Student Accessibility Services | Chemeketa Community College

- Student Resources: Student Resources | Chemeketa Community College
- Testing Center: Testing Center | Chemeketa Community College
- Textbooks & Supplies: Textbooks and Supplies | Chemeketa Community College
- Tutoring: Tutoring | Chemeketa Community College

Outside Resources

- American Dental Association: ada.org
- Dental Assisting National Board (DANB): danb.org
- Oregon Board of Dentistry: oregon.gov/dentistry

Remaining Questions?

Contact Us –

Health Professions and Wellness Department

Phone: 503.399.5081

Email: Healthwellness@chemeketa.edu

Kara Radu, Program Chair

Phone: 503.399.5269

Email: kara.radu@chemeketa.edu