



# Dental Assisting

Opportunity – Then. Now. Always.

2024 Application Cycle

LEARN MORE: [pcc.edu/programs/dental-assisting/](https://pcc.edu/programs/dental-assisting/)



# PCC Dental Assisting Program Overview

Open Application Period: May 1, 2024 - July 1, 2024

## Admissions Process

This program admits up to 45 students each year on a first come, first serve basis.

- **Priority for the First 45 Students:** The first 45 students who submit their applications with all the required prerequisite courses complete by the end of Spring Term 2024 and who meet the listed admissions requirements will be guaranteed a seat in the program.
- **Waitlist for Applications Submitted after the Initial 45:** Any applications received after the initial 45 complete applications will be placed on a waitlist. The order in which they are received will determine their place on the waitlist.
- **Incomplete Applications:** An application is deemed incomplete if an applicant has courses in-progress during Summer 2024. If an application is incomplete, it will still be considered, but it will be placed lower on the waitlist. In-progress courses must be complete by the end of Summer Term 2024.
- **Duplicate Applications:** If a student submits multiple applications, the most recent application submitted will be considered the official application, and the most recent date and time will determine the student's place in the queue.

## Admission Requirements

Show proof of one of the following requirements:

- High school diploma with an overall GPA of 2.0 or higher
- College transcript with an overall GPA of 2.0 or higher
- GED Credential

Completion of the following prerequisites by the end of the PCC spring term prior to application deadline. All courses must be completed with a C grade or higher:

- WR 115 or equivalent placement score
- MP 111 Medical Terminology
- One College course that is at least 2 credits (besides MP 111)

It is strongly recommended that applicants meet with a Healthcare + Emergency Professions (HEP) pathway advisor prior to applying to the program to ensure transferability of courses. See more on page 3.

## Completion of 12 hours of approved experience in a Dental Clinic or Dental Office:

A combination of the following can make up the 12 hours of experience:

- Shadowing a Dental Assisting student at the PCC Dental Clinic – a maximum of 8 hours
- Shadowing at a private practice or public health dental clinic – a minimum of 4 hours
- A complete screening appointment at the PCC Dental Clinic. This appointment includes necessary x-rays and a dental examination – approximately 4 hours
  - This option is exclusive to the PCC Dental Clinic

The [Dental Assisting Shadowing Form](#) must be used to document the required experience(s) and must be included in your online application. For more information about the PCC Dental Clinic visit [pcc.edu/dental-clinic/](http://pcc.edu/dental-clinic/) or call 971-722-4909 to schedule a screening appointment or set up a shadowing experience.

## Academic Advising

### If you are new to PCC and do not have an assigned academic advisor

Please sign up for a Panther Registration Session. Academic advisors can help with first-term planning for students with prior college credits\* and students who have never taken college courses before. To sign up for a Panther Registration Session, please visit: [pcc.edu/first-term/new-student-advising/](http://pcc.edu/first-term/new-student-advising/)

### \*If you have prior college credits

It is important that your official transcripts are evaluated by student records **before** meeting with an academic advisor. To learn more, please visit: [pcc.edu/student-records/transfer/](http://pcc.edu/student-records/transfer/)

## Admissions Process

- Apply to Portland Community College online at [pcc.edu/admissions](http://pcc.edu/admissions). You must have a PCC student ID number and be an active credit-seeking student prior to applying to the Dental Assisting Program
- Complete the Dental Assisting program application
- Include [Dental Assisting Shadowing Form](#) to document 12 hours of experience in a dental office or dental clinic
- Include unofficial transcripts (other than PCC) which document completion of the required prerequisite courses and official documentation of placement scores (if applicable). These documents must be uploaded with your application

## Application Timeline for Fall 2024 Admission

- **March 18, 2024:** PCC General Admissions Deadline. Students must be admitted to PCC as a credit seeking student prior to applying to the Dental Assisting Program. For [general admission](#) deadlines, visit [pcc.edu/enroll](http://pcc.edu/enroll). For application deadlines, please view the [academic calendar](#) or visit [pcc.edu/calendars/](http://pcc.edu/calendars/)
- **May 1, 2024:** Dental Assisting program applications are available online at [pcc.edu/DA](http://pcc.edu/DA)
- **June 16, 2024:** End of spring term, last day to complete prerequisite courses to have a complete application
- **July 1, 2024: PCC Full-Time Dental Assisting Application Deadline**
- **Mid-July, 2024:** Applicants are informed of their admissions status through their PCC email only
- **Late July/Early August, 2024:** Applicants attend the first in-person mandatory orientation at the Vanport Building and will begin the post-admission process
  - Applicants will be required submit proof of their healthcare provider CPR certification, criminal background check, ten-panel drug screening and [immunizations](#) (including the COVID-19 vaccination) prior to the start of the Fall 2024 term. See FAQs for details. **Acceptance into the program is contingent upon successfully passing/clearing all of these requirements. Please wait to complete these requirements until after a seat offer is made.**
- **Late August/Mid-September:** Second mandatory in-person orientation takes place at the Vanport Building
- **Fall Term 2024:** Full-time program begins. The program runs three consecutive terms.

## Dental Assisting Resources

American Dental Association: [ada.org](http://ada.org)

Oregon Board of Dentistry: [oregon.gov/dentistry](http://oregon.gov/dentistry)

Dental Assisting National Board: [danb.org](http://danb.org)

PCC Dental Assisting Program Information: [pcc.edu/programs/dental-assisting](http://pcc.edu/programs/dental-assisting)

PCC Dental Clinic: [pcc.edu/dental-clinic/](http://pcc.edu/dental-clinic/)

PCC general questions: [pcc.edu/programs/get-in-touch/?discipline=Dental+Assisting](http://pcc.edu/programs/get-in-touch/?discipline=Dental+Assisting)

Portland Community College Academic Advising: [pcc.edu/advising/](http://pcc.edu/advising/)

Portland Community College Career Services: [pcc.edu/careers/](http://pcc.edu/careers/)

Portland Community College Accessible Ed & Disability Resources: [pcc.edu/disability/](http://pcc.edu/disability/)

# Frequently Asked Questions (FAQs)

## **Where will the Dental Assisting Program take place?**

All Dental Assisting courses and mandatory orientations will take place at the Vanport Building located in downtown Portland at SW 4<sup>th</sup> and Montgomery. Once in the program, students will be expected to be on-campus for a minimum of 4 days each week.

## **How does parking work at the Vanport Building?**

Dental Assisting students and patients of the clinic have access to the PCC shuttle system which drops off near the Vanport Building. The orange line drops off a few blocks west of the Vanport Building on the Portland State University Campus. All shuttles meet at the PCC Sylvania campus where they can transfer to the orange line. Please note, the shuttle does not run in the summer term. Reminder for all who park at one of the main campuses and travel via the shuttle; a valid parking permit must be displayed. Parking downtown can be challenging. Students and patients can purchase daily street parking passes or can also purchase passes at surrounding parking garages near the Vanport Building.

## **Are exceptions made for applicants that miss the application deadline?**

Deadline appeals will not be considered. If an applicant misses the application deadline, they must wait until the following year to apply.

## **What are the post-admission requirements for PCC Dental Assisting program?**

Students must attend two mandatory in-person orientations, during which they will receive instructions regarding post-admission requirements. To demonstrate compliance with these requirements, students must create a Castle Branch account and ensure their compliance prior to the program's commencement.

## **How does PCC track the post-admissions requirements?**

PCC uses a system called CastleBranch to document the post-admissions requirements. Final admissions status is reliant on students creating a CastleBranch account and providing proof of compliance with the Phase III requirements prior to starting the program in the fall.

## **If I have a criminal record, does it disqualify me?**

Please refer to the following website for a list of disqualifying crimes: [oregon.gov/chc/docs/crimelist.xls](https://www.oregon.gov/chc/docs/crimelist.xls)

### **If I have a current CPR card, does it meet the CPR course requirement?**

Accepted DA students must present a copy of a current Healthcare Provider CPR card that shows that the class included adult, infant, child CPR and use of the Automated Defibrillator (AED).

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

Neither PCC nor the licensing organization (DANB) require students to have a social security number. However, employers may require one for hiring purposes.

### **If a prerequisite that I have taken in the past now have the letter Z attached to it, do I need to retake it prior to applying?**

No. If your course has not expired, applicants will not need to repeat their prerequisite courses. For example, prerequisite courses such as MTH 111Z were previously numbered as MTH 111 and would not need to be retaken. Courses such as WR 121Z, WR 122Z, STAT 243Z, and many others are now part of the new Oregon Common Course Numbering system. Visit the Common Course Numbering page by going to [pcc.edu/common-course-numbering/](http://pcc.edu/common-course-numbering/) for more information and a list of current course changes. Reach out to a HEP pathway advisor with specific course transfer inquiries.

### **What if I've already taken a Medical Terminology course at an institution other than PCC?**

If you have already completed a Medical Terminology course at another institution, it may be used if it is a direct transfer as PCC's Medical Terminology (MP 111). Please contact a HEP pathway advisor to ensure transferability or submit your official transcripts to the Student Records Office for an official transfer credit evaluation.

### **Can I work while I'm in PCC's Dental Assisting Program?**

The Dental Assisting program is a full-time, Monday through Friday program and includes homework and projects outside of class time which makes it difficult to work evenings and weekends and still successfully complete all program requirements.

### **Should I apply for this program if I ultimately want to apply to the PCC Dental Hygiene Program?**

Ultimately, the decision should align with your career goals and personal circumstances. If you are certain that a career as a dental hygienist is your goal, you may choose to go directly into a dental hygiene program. However, if you 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 your area, speak with a HEP pathway advisor and career service practitioner, and carefully consider your goals before making a decision.

# Dental Assisting Technical Standards

The following standards are capabilities related to successful practice in the Dental Assisting profession. Students should be aware that they **must be able to meet these standards** in order to successfully complete the program. Please read each item carefully to determine if you can meet each requirement.

- Hear under normal circumstances with or without hearing device
- Communicate both verbally and in writing in an effective manner to explain procedures and give instructions
- Ability to work independently and manage a variety of tasks in a short amount of time
- Eyesight capable of viewing small visual images with or without glasses & distinguish between black, white & subtle shades of gray
- Understand and react quickly to verbal instruction
- Demonstrate finger dexterity and eye/hand coordination to perform large and small motor coordination in a patient's mouth
- Stand in place for long periods of time
- Not prone to psoriasis, dermatitis, and other chronic skin disorders with open lesions or allergic responses to dental materials and agents
- Lift up to ten pounds
- Operate dental radiology equipment, which can require pushing, pulling or moving
- Handle stressful situations related to technical and procedural standards of patient care situations
- Provide physical and emotional support to the patient during dental procedures
- Follow directions effectively and work closely with members of the dental team
- Perform skills (such as CPR) related to emergency procedures in a dental office
- Demonstrate effective interpersonal relation skills
- Stoop and retrieve dental supplies
- Sit for prolonged periods of time on the dental stool and occupy a small space opposite the dentist in the operatory (approximately 3'x3')
- Reach overhead radiographic equipment and dental operating light (approximately 5' above the floor)
- Possess tactile senses for examining teeth and oral tissue

If you need reasonable accommodations, please contact PCC's [Accessible Ed & Disability Resources](#) for assistance. If you are accepted into the program and your functional abilities change, please meet with the Dean of Dental Sciences for further assistance.

**Portland Community College is an affirmative action equal opportunity institution.  
Students are admitted without discrimination as to age, race, religion, gender, sexual preference, national origin or marital status.**