



WEST LOS ANGELES COLLEGE
DEPARTMENT OF DENTAL HYGIENE
9000 Overland Avenue
Culver City, California, 90230
310-287-4464

APPLICATION INFORMATION: BACHELOR OF SCIENCE IN DENTAL HYGIENE COMPLETION PROGRAM

Application Due: Open Rolling Admission

Thank you for your interest in applying to the West Los Angeles College Bachelor Science in Dental Hygiene Completion Program. The BS Degree Completion Program is designed for the students who has been already graduated from the accredited dental hygiene program and maintaining current dental hygiene license. Please complete the following steps to submit the application packet.

STEP 1: Submit an online application to West Los Angeles College and Obtain Student I.D.

If you are not a **current** WLAC student (not enrolled in any courses past two semesters), you must submit an online application to West Los Angeles College. Visit www.wlac.edu and click *Apply* in the upper right-hand corner. Once logged into your CCC Apply account, submit a new application to WLAC. *International students must also submit an I-20 application along with supporting documentation to West. For more information, visit <http://international.wlac.edu/> or call 310-287-7283.*

STEP 2: Complete Requirement Courses for IGETC General Education Certification or CSU General Education Courses.

It is highly recommended that the a series of courses that California community college students can complete to satisfy sophomore level general education requirements before transferring to Bachelor of Dental Hygiene Program. There are two options for GE curriculum. The Intersegmental General Education Transfer Curriculum (IGETC) or California Sate University GE Breadth (CSU GE). The current list of required courses for [IGETC](#) and [CSU](#) can be obtained from the college counseling office. All required courses should be completed before applying. **One course is allowed to be in progress** prior to the start of the program. Upon completion of all the required courses for IGETC or CSU, the applicant must request the certification for it by making an appointment with a college counselor for verification. The certification of IGETC and CSU must be indicated on applican't transcript.

STEP 3: Complete Specified Pre-requisite Courses and Requirements for BS Degree in Dental Hygiene

The following courses are prerequisite courses for BS Degree Completion program. The courses offered at WLAC is indicated inside the parentheses.

- Cultrual Anthropology (Anthlopology 102)
- Critical Thinking (English 103)
- Statistics (Math 227)

In addition, the following requirements are required prior to applying to the BS completion DH program.

- A minimum of 80 units of degree applicable lower division coursework is required (GE and DH-AS)
- An overall minimum 2.75 GPA for all courses taken
- All course work must be passed with a letter grade of “C” or better.
- All GE coursework must have been completed at a post-secondary institution accredited by an accreditation agency recognized by either the U.S. Dept. of Education or the Council of Postsecondary Accreditation.

STEP 4: Order Official Transcripts

Request official transcripts from **all colleges and universities you have attended**, even if the courses taken are irrelevant to the program. Only official transcripts will be accepted. You will need to submit two sets of official transcripts:

- One set of all official transcripts to WLAC Admissions and Records (from college to college only---no walk-in transcripts will be accepted).
- One set to the Health Sciences office as part of your Dental Hygiene application packet. If you attended any colleges of Los Angeles Community College District (LACCD), unofficial transcripts from LACCD colleges will be accepted by the Health Sciences office.

All transcripts must be received by the deadline. Each transcript must be in a sealed envelope (unofficial transcripts from LACCD college do not have to be in an envelope). No high school transcripts are required. If you still have any prerequisite course are in progress, the final transcript must be received in the Health Sciences office by August 1st.

If you attend another college/university (outside of the LACC District), please see a college counselor to determine course equivalency for all prerequisite courses. Submit copies/print out of course descriptions from the college/university attended and include in the application packet. Do NOT CUT and PASTE the descriptions in the Word document. The course descriptions must be on the paper that has college’s information or webpage address.

STEP 5: Print Out WLAC Dental Hygiene Application Forms Single Sided

Do NOT make double sided copies. Fill out the application form completely and be sure to check each required document that you are submitting. Your signature indicates that you have completed and turned in all required information accurately and honestly. Send both the application form and the checklist. Provide a self-addressed, stamped, envelope with the application packet. We will check off the checklist and return it to you. If you did not get the checklist back, please contact us.

STEP 6: Write a Personal Statement

Submit a minimum 2 page paper of your personal statement using word processing in APA style Format.

STEP 6: Verification of License

Submit a copy of current Registered Dental Hygienist (RDH) License or Registered Dental Hygienist in Alternative Practice (RDHAP) license.

STEP 7: Apply for Financial Aid

Complete your FAFSA online at www.fafsa.ed.gov. For more information or assistance, visit <http://www.wlac.edu/Financial-Aid/> or call 310-287-4532. **It is strongly recommended that all prospective students apply for FAFSA now, so that funds may be available should admission to the program be offered.**

STEP 8: Submit the application packet ASAP

Submit the complete application packet as soon as possible. Please include all the required documents in a manila envelope and indicate “**Bachelor Degree Completion Application**” outside the envelope. You can mail them in or walk them in the office. We accept the application all the time and we will notify you when you can start the program.

**West Los Angeles College
Department of Dental Hygiene
Bachelor Degree Completion Program
9000 Overland Ave.
Culver City, CA 90230**

Application Packet Checklist-Bachelor Degree Completion Program

STUDENT NAME _____

Date: _____

YOUR PACKET MUST CONTAIN: *Missing items invalidates the application

- _____ 1. Application form filled out completely with a signature
- _____ 2. Checklist form
- _____ 3. **All** sealed official transcripts (or unofficial transcripts from LACCD colleges)
Proof of direct submission of ALL official transcripts to WLAC
- _____ 4. Proof of CSU/IGETC Eligibility (indication on transcript or form signed by counselor)
- _____ 5. Course Equivalency Verification (Copies of Course Descriptions)
- _____ 6. Verification letter of in-progress classes (If applicable)
- _____ 7. Verification of RDH or RDHAP
- _____ 8. Personal Statement
- _____ 9. Self-Addressed Envelope with a stamp

YOUR PACKET CONTAINED:

- _____ 1. Application form filled out completely with a signature
- _____ 2. Checklist form
- _____ 3. **All** sealed official transcripts (or unofficial transcripts from LACCD colleges)
Proof of direct submission of ALL official transcripts to WLAC
- _____ 4. Proof of CSU/IGETC Eligibility (indication on transcript or form signed by counselor)
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- _____ 8. Personal Statement
- _____ 9. Self-Addressed Envelope with a stamp

Your application is complete _____

Your application is incomplete; _____

Staff initial _____ Date _____

FOR YOUR INFORMATION:

Please DO NOT call the Dental Hygiene Department to find out the status of your application. Acceptance/rejection letters are sent by mid-June. Incomplete application packets will not be reviewed. Completion of the admissions packet does not guarantee acceptance into the program.

Bachelor of Science in Dental Hygiene Degree Completion Admissions Application:

You are urged to give careful consideration to each question on this form. This form must be completed in its entirety for consideration by the committee.

1. **LACCD STUDENT ID#** _____

2. Name _____
LAST FIRST MIDDLE NAME MAIDEN OR FORMER

3. Home Phone _____ Cell Ph. _____ Work Ph. _____

4. E-mail Address _____

5. Mailing Address _____
NUMBER & STREET CITY STATE ZIP

6. Birthdate (mm/dd/yyyy) _____ Age _____ Sex _____

7. Race/Ethnicity Categories (This information is used for accreditation statistical data and is optional.)
Check One:

<input type="checkbox"/> Hispanic or Latino (Any Race)	<input type="checkbox"/> Black or African American (not Hispanic or Latino)
<input type="checkbox"/> White (Non-Hispanic or Latino)	<input type="checkbox"/> Asian (not Hispanic or Latino)
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander (Non-Hispanic or Latino)	<input type="checkbox"/> Two or more races (not Hispanic or Latino)
<input type="checkbox"/> Unknown	<input type="checkbox"/> Do not want to disclose

8. Have you previously applied for admission to dental hygiene at WLAC? Yes No
If yes, what year(s) _____

9. Which Dental Hygiene program did you graduate from?

10. Please check all that apply:

<input type="checkbox"/> Military Veteran	<input type="checkbox"/> Foster Youth
<input type="checkbox"/> EOP&S	<input type="checkbox"/> CALWORKS
<input type="checkbox"/> First generation college student	<input type="checkbox"/> International Student

11. General Education Plan Completed

<input type="checkbox"/> IGETC Breadth	<input type="checkbox"/> CSU Breadth
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Verification Date: _____ Verification Date _____

Bachelor of Science in Dental Hygiene Degree Completion Admissions Application:

Name of Student: _____

Student I.D. # _____

Prerequisite Courses: Indicate when and where each course was taken and semester or quarter unit value earned. **ALL** prerequisites must be accounted for as either **Complete** or **In-Progress** during **Spring** semester. For In progress course, submit the grade verification letter of midterm grade form the course instructor. If the course name and number is different, attach a copy of course description.

Pre-requisite Courses (Enter the BEST grade that matches with the course)

WLAC Course Name and Number	College	Course Name & Number (If Different)	Units	Grade	Semester and Year Completed (or I/P for In-progress)	Office use only
English 103 (Critical Thinking)						
Math 227 (Statistics)						
Political Science 1 (U.S. Government)						
Cultural Anthropology 102						

List **ALL COLLEGES/Universities** you have attended; list most recent first. Enter Grade Point information for each college attended. This is located on the college transcript.

College(s)	Dates Attended	Units Completed Enter # of units in appropriate column		GPA	Degree AS/AA BS/BA/ MS/MA	Major	Year Completed	Office use only
		Semester	Quarter					

License Information:

RDH License # _____ Issuing State _____ Licensed since (year) _____

RDHAP License # _____ Issuing State _____ Licensed since (year) _____

RDA License # _____ Issuing State _____ Licensed Since (Year) _____

APPLICATION AGREEMENT

BEFORE Signing the Application Agreement Form, please read the following

Responsibility

- In addition to the \$46 per unit enrollment fee, there is an additional \$84 fee per unit for upper division coursework, bringing the total cost per unit to **\$130** for California resident students. For a complete list of student fees, including non-resident, international, health fees, Associated Student Organization (ASO) and parking, please refer to the college catalog.
- Students will also need to purchase textbooks, and pay for professional meetings.
- Upon successful acceptance into the program, the accepted students will be invited to orientations and preparation workshops.

Complete Application

- The application packet needs to be legible and organized in order to be considered a complete packet. Please do not leave any space blank in the application form. If not applicable, indicate N/A. Incomplete applications will not be reviewed.
- Please organize all the application materials in the following order in a 9 x 12 or 10 x 13 Manila Envelope.
 1. Application Packet Check List (Single Sided)
 2. Application forms (Single Sided Copies, Stapled)
 3. Copies of Licenses
 4. Sealed Official Transcripts and a copy of course descriptions if the course name and numbers are different. Submit exact copy from college catalog or website. Do not Cut and Paste text into a document.
 5. Self addressed stamped envelope (for application check list confirmation)

Dishonesty

In accordance with LACCD Board Rule and Regulations, 9803.12, **DISHONESTY** is prohibited and will not be tolerated. Dishonesty, such as cheating, or knowingly furnishing false information to the college will result in suspending the application. The applicant will be ineligible to apply to the WLAC Dental Hygiene Bachelor Completion Program in future years.

By signing below, I verify that the information contained in my application packet is accurate and completed to the best of my ability and honesty.

Student Name (Print): _____ LACCD Student # _____

SIGNATURE

DATE