• You must complete ALL application steps to be considered.
• There is a $50 fee to apply to this program.

1. PROGRAM ADVISING
This guide will give you all the information necessary to make a successful application to the DH Program. You will be responsible for understanding the program entrance and degree completion requirements. PLEASE READ INFORMATION CAREFULLY.

Academic Advisors are available to review your progress towards program or application requirements. Health Professions Advisors may be reached via DHProgram@lanec.edu or zoom appointment: https://www.lanec.edu/advising.

Academic Advising Resources found at classes.lanec.edu can help students apply to the program. Scroll down to "Academic Advising." Select "Dental Hygiene" and then Login as a guest. The “Preparing to Apply and Transferring Credits” will assist you in determining how to meet application and program requirements.

The following information is intended for program entrance only and does not include information on courses required for degree completion. These can be found in the catalog listing for Dental Hygiene.

2. APPLICATION PROCESS & DATES

2A. Selection Criteria: A maximum of 20 students can be accepted to the Lane Community College program; the number of accepted students is based on available spots and subject to change year to year. Program admission is based on a point allocation system. To be considered, you must complete the entire application process as required.

To be considered an applicant to the program you MUST meet all application requirements.

2B. Important Dates:

Mandatory Program Application Review Sessions 2022 (attendance at one is required)
See DH Application Information website for time and registration info for each review session.
Feb 24th ◆ Mar 3rd ◆ Mar 17th ◆ Mar 24 (6-8:00 p.m. via Zoom)

ATI TEAS Exam Dates 2022: Online testing Mar 11th ◆ Mar 18th ◆ March 25th
Go to http://www.lanec.edu/testing/dental-hygiene-testing-information to schedule and confirm dates and times. The cost is $70 ($5 proctoring fee + $65 test fee) paid at the time of testing.

Application opens: ................................................................. Mar 2, 2022 at 12:15 a.m.*
Application closes: ............................................................... Apr 12, 2022 at 4:00 p.m.*
Application notification: Program status announced................................. May 5, 2022
Mandatory Orientation & Documentation............................................. June 8, 2022

* You must submit your Electronic Program Admission Application and Payment and other application documents before the deadline on the application close date. The Electronic Program Application and Payment admission system opens approximately 12:15 a.m. and closes approximately 11:45 p.m. daily.
3. PREPARING TO APPLY - APPLICATION REQUIREMENTS

- Complete all steps and submit all documentation by the close date listed in Section 2.
- Use this checklist to make sure you’ve completed all requirements. Keep a copy for your records.

You must meet the following criteria to have a complete application and be considered for the program. **Review the following steps carefully.**

- **Email Account:** You will need an active email address if you do not already have one.
  - LCC’s Enrollment Services and Health Professions Application Center use your email address to send you information. Make sure they have any changes to your email address.
  - Please set your “spam filter” system to accept email addresses containing @lanec.edu.
  - Notification of your application status will be communicated to you via email.

- **Admission to Lane as a Credit Student:**
  - If you are not currently a credit Lane student, complete Lane’s college admission process and obtain a student “L” number. [https://www.lanecc.edu/apply](https://www.lanecc.edu/apply)
  - Make sure to complete all “Steps to Enroll in Credit Classes” including testing if needed.
  - If you previously attended Lane as a credit student but have not taken courses for 4 terms, you will need to re-apply to update your account. Click “Retuning Student.”

- **Advising:** Meet with a Health Professions academic advisor or email DHProgram@lanec.edu to discuss course options. Zoom appointments are also available.

- **Oregon Resident:** You must be a current resident of Oregon to apply. Verify your current Oregon address in myLane (Homepage, Personal Information channel).

- **Submit Non-Lane Official Transcripts to Enrollment Services:**
  - All courses from other colleges used as prerequisites must be recorded on your official transcript. It is your responsibility to plan ahead and order transcripts prior to the application deadline.
  - Transcripts should be sent to and received by Lane Enrollment Services by the application close date. [https://www.lanecc.edu/esfs/submit-transcript](https://www.lanecc.edu/esfs/submit-transcript).

- **Request Course Equivalency Evaluation (if needed):**
  - Courses taken at other colleges may be eligible to use on your application.
  - Go to the Enrollment Services website [http://www.lanecc.edu/esfs/general-information-transferring-credits](http://www.lanecc.edu/esfs/general-information-transferring-credits) and use the “Transfer Tool.”
  - If courses do not appear as equivalent, email: DHProgram@lanec.edu

- **Attend one Mandatory Application Review Session:** You must attend one session to apply to the program (see dates/times in Section 2B). It will be on Zoom and attendance will be taken.

- **Complete ATI TEAS Testing Requirements:**
  - Must be completed through Lane’s Testing Department.
  - Must be completed between **January 1, 2022** and application deadline.
  - Must have a minimum composite final score of **50**.

For ATI TEAS testing test information and test dates or to schedule an appointment, visit the Lane Testing site at [http://www.lanecc.edu/testing/placement-testing-information](http://www.lanecc.edu/testing/placement-testing-information). You do not need to submit test scores with your application packet.
Additional Points/Deductions Given for the Following:

- **Required Prerequisite GPA** - Total of course letter grade values A= 4, B=3, C=2 divided by total # listed courses. Two points are awarded for ≥ 3.0 GPA. The HP Application Center will verify it.

- **Spanish Proficiency** as documented by one of the following:
  - Spanish 102, or equivalent, (including Advanced Placement or International Baccalaureate), or higher course with a grade of Pass or C- or better. Must be completed and on your transcript.
  - Completion of the Spanish CLEP Test with a score of 50 or higher, January 2019 or later. Currently, the testing can be done at the University of Oregon. To schedule your test, contact: [https://www.registerblast.com/ducks](https://www.registerblast.com/ducks), or
  - Order an official CLEP transcript from: [http://www.collegeboard.com/student/testing/clep/scores.html](http://www.collegeboard.com/student/testing/clep/scores.html). The transcript must be stamped, sealed, and received at Lane’s Enrollment Service by the application close date.

- **Work experience** of at least 960 hours as documented by completion of the **Form 4 - Work Verification**. This form must be submitted with your application packet.

- **Math 95 or Higher** with a grade of Pass or C- or better.

Complete Forms 1 and 2: Conditions for Application and Application Point Petition Sheet:

- Complete all application course requirements as described on Form 2 Point Petition sheet.
- All prerequisite courses must be completed and appear on your Lane transcript or submitted official non-Lane transcripts to apply.
- Note all applicable classes and points carefully. Do not leave course, school, term or # credits information blank. Applications with missing info will be returned to you.

**Points will NOT be awarded if you do not put a completed course on your Points Petition Sheet, even if it’s on your transcripts.**

4. FALL 2022 ENROLLMENT ACADEMIC REQUIREMENTS

*If accepted* to the program, you must complete the following **Enrollment Academic Requirements by the end of Summer 2022. Note**: Although not required by the application deadline, the more classes completed, the higher the points. Most accepted students have completed them by application deadline.

- **BI 233**: Human Anatomy and Physiology-3 (4 CR), letter grade of C or better
- **BI 234**: Introductory Microbiology (4 CR), letter grade of C or better
- **WR 123**: Research Writing or **WR 227**: Technical Writing (4 CR), letter grade of C or better

5. FALL PROGRAM ENROLLMENT REQUIREMENTS

*If accepted or considered an alternate* to the program, you must complete the following. **Failure to do so will result in forfeiture of program eligibility.**

- **Attend the Mandatory Program Orientation.** See **Section 2B Important Dates** section above. Location will be announced in the notification announcement.
- **Documentation of program and/or clinical requirements (to be paid by student).** Specifics will be included in program notification and discussed at the Mandatory Orientation. All forms and necessary materials will be sent by email to you after you have indicated your program acceptance.
6. APPLICATION SUBMISSION CHECKLIST

☐ Submit the Application Packet to HPApplicationCenter@lanecc.edu
  ☐ Form 1 Conditions for Application (fillable PDF)
  ☐ Form 2 Point Petition Sheet (fillable PDF – needs to remain fillable when sent)
  ☐ Form 3 Attendance of Mandatory Application Review Session (scanned)
  ☐ Form 4 Work Verification (scanned, if applicable)
  ☐ Course Equivalency/Substitution forms (if applicable)
  ☐ Supporting documentation for Additional Points (if applicable)
  ☐ CLEP test results, or AP/IB results (if applicable)

☐ Complete the Dental Hygiene Program Online Application. You will be charged a $50 non-refundable application fee. Use the 2022 Health Professions Online Program Admissions Application and Payment Instructions to complete this process. See Page 5.

7. ACCESSIBILITY AND ACCOMMODATIONS
To request assistance or accommodations, contact the Center for Accessible Resources at (541) 463-5150 or accessibleresources@lanecc.edu.

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FORM 3 - Proof of Mandatory Application Review Session Attendance

IMPORTANT: You must attach this form to your application packet.
1. Enter your L# and name as indicated in myLane.
2. Print this page and bring it with you to the Mandatory Application Review Session
3. Make sure presenter signs form.
4. Scan signed Form 3 and attach with your Forms 1 & 2 in email to HPApplicationCenter@lanecc.edu

<table>
<thead>
<tr>
<th>Dental Hygiene Lane Fall 2022 Application Review Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type name as indicate in myLane</td>
</tr>
<tr>
<td>L# ____________________ First ____________________ Last</td>
</tr>
<tr>
<td>______________________</td>
</tr>
<tr>
<td>Session Date ________</td>
</tr>
<tr>
<td>To be signed by presenter: NA 2022  Presenter Signature <em>Full Attendance on Zoom</em>_______</td>
</tr>
</tbody>
</table>
## 2022 Health Professions
### Online Program Admissions Application & Payment Instructions

### Before starting Online Application Process, be sure to:

| a. | Complete your **credit** admission application to obtain a student L number – a Lane ID number. |
| b. | Have an active Lane or personal email account. A Lane email is preferable if available. |
| c. | Have a Visa or MasterCard credit card on which to charge the **non-refundable application fee.** |
| d. | Verify that you meet minimum requirements to apply. |

### Click on link to right to begin


### Create new Application PassPhrase (PIN)

This PIN must consist of between 12 and 16 letters and numbers, with at least one of each. Do not use the same PIN you use to log into myLane or Moodle. This PIN will be used only for this Health Profession program you are applying to. It will not change your myLane PIN. Write down your Pass Phrase (PIN)!

### Select “Login”

You will receive an assigned ID number (G#) You will need this G# if there is an issue with your application. Write down your G#!

### Select “Continue”

**Make sure you have all the required documents you need to complete this Online Application and Payment process.**
- Lane Student ID Number (L Number)
- Reviewed the **Residency** requirements to determine form of verification for your Oregon state residency (Lane Students)
- Form 2 (Point Petition Sheet Estimated Points)
- Form 3 Mandatory Review Session Proof
- ATI Allied Health Test (TEAS) Results
- Submitted official sealed transcripts to Lane Enrollment Services (for non-Lane courses/degrees listed on the Point Petition Sheet – Form 2).

### Apply for Online Program Admissions:

<table>
<thead>
<tr>
<th>Admission Term</th>
<th>When asked the term you plan to start – select the term that you are submitting this specific Online Application and Payment for “Fall 2022”.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter your name</td>
<td>Make sure your name matches the name you used when you applied to be a Lane Credit student.</td>
</tr>
</tbody>
</table>

### Application Checklist:

<table>
<thead>
<tr>
<th>Select “Fill out Application”</th>
<th>As you enter the required information in a section, a checkmark will appear to indicate you have completed that section:</th>
</tr>
</thead>
</table>
|                              | • Follow instructions provided on each screen  
|                              | • Start with **“Name – Dental Hygiene”**  
|                              | • Select “Continue” after each section  
|                              | • Select “Application is Complete” after you have completed all sections |

| Admissions Agreement | Select “I agree to the terms” after reviewing the information. This is your Admissions Agreement |

### Application Fee Payment:

<table>
<thead>
<tr>
<th>Select “Submit Payment”</th>
<th>Only Visa or MasterCard will be accepted for payment submission</th>
</tr>
</thead>
</table>

### Application Final Page

This lets you know that the online application and payment process is done.

### Online Program Admissions Application and Payment Completed:

| Lane Health Professions Program Admission & Payment Confirmation | You will receive 2 emails at the end of this process. The 1st will be sent to confirm your Online Program Admission Application, with the time it was submitted. The 2nd will be sent to confirm that your payment was received. Please keep both of these emails for your reference. |