



DENTAL HYGIENE – LANE FALL 2023 Application Information and Instructions

- You must complete ALL application steps to be considered.
- There is a **\$75 fee** to apply to for 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](#) can assist you with academic planning, to help make sure you'll be ready to transfer or start your career. They are available to review your progress towards program or application requirements. Our Health Professions advisors, Allene Gibson and Kelly Ochoco, may be reached at HPAdvising@lanec.edu, or via Academic Advising at: Academicadvising@lanec.edu. You may schedule an [appointment to meet in person](#) or via Zoom.

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 2023 (attendance at one is required)

See [DH Application Information](#) website for time and registration info for each review session.

Feb 23rd ♦ Mar 2nd ♦ Mar 9th ♦ Mar 16th (6-8:00 p.m. via Zoom)

ATI TEAS Exam Dates 2023: Online testing: Mar 3rd ♦ Mar 17th ♦ March 27th

Go to the [Testing Center ATI Testing](#) 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:March 1, 2023 at 12:15 a.m.*

Application closes:April 10, 2023 at 4:00 p.m.*

Application notification: Program status announced.....May 4, 2023

Mandatory Orientation & Documentation..... June 15, 2023

* 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 **@lanecc.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. [Apply & Enroll](#).
 - 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 HPAdvising@lanecc.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. [Transcript Information](#).

- 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 and use the "[Transfer Tool](#)" to check equivalency of courses.
 - If courses do not appear as equivalent, email: HPAdvising@lanecc.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 on the dates provided](#).
 - Must be completed between **January 1, 2023** and application deadline.
 - Must have a minimum composite **final score of 50**.

For ATI TEAS testing test information, test dates and to register for the test (starting in February), visit the [Lane Testing site](#). You do not need to submit test scores with your application packet. LCC's Testing Center will send us the scores.

☐ **Additional Application Points given for the Following:** (Please note changes from previous years)

- **Required Prerequisite GPA** - Total of letter grade point values in Section **2A** (A= 4, B=3, C=2), X 4 Cr's, then divided by total # pre-req credits taken. The HP Application Center will verify it. The GPA points given will be as follows: 4.00 - 3.70 = 4 pts. * 3.69 - 3.50 = 3 pts. * 3.49 - 3.20 = 2 pts. [Easy GPA Calculator](#).
- **Bachelor's Degree:** The awarded degree must be on the transcript.
- **Military Service:** Must provide copy of DD-214. Current or Veteran with Honorable Discharge.
- **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.
- **Spanish Proficiency** as documented by one of the following:
 - Level 1 proficiency: **Spanish 102** =2 points **OR CLEP 50** (see below)
 - Level 2 proficiency: **Spanish 103 or Higher** = 3 points, **OR CLEP 63** (see below)
These courses or their equivalent (including Advanced Placement or International Baccalaureate), must be on your transcript, with a grade of Pass or C- or better.
 - **Completion of the Spanish CLEP Test** for those who are native speakers or have non-traditional Spanish education. The CLEP test must be January 2020 or later, and will receive the points as listed above. Currently, the testing can be done at the University of Oregon. To schedule your test, contact: [CLEP Test at UO](#).
 - Order an official CLEP transcript from via your [CLEP College Board Account](#), and click on the "More" link. The transcript must be **stamped, sealed, and received at Lane's Enrollment Service by the application close date. There may also be electronic options.**
- **Math 105 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 2023 ENROLLMENT ACADEMIC REQUIREMENTS

If accepted to the program, you must complete the following **Enrollment Academic Requirements by the end of Summer 2023**. **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 emailed 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)

Note: You will receive a confirmation email for your application. Please check if you don't receive one.

- Complete the Dental Hygiene Program Online Application.** You will be charged a **\$75 non-refundable application fee.** Use the 2023 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.

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

Dental Hygiene Lane Fall 2023 Application Review Session

Type name as indicate in **myLane**

L# _____ First _____ Last

Session Date _____

To be signed by presenter: **NA 2023** Presenter Signature Full Attendance on Zoom

2023 Health Professions Online Program Admissions Application & Payment Instructions

Before starting Online Application Process, be sure to:	
<p>a. Complete your credit admission application to obtain a student L number – a Lane ID number.</p> <p>b. Have an active Lane or personal email account. A Lane email is preferable if available.</p> <p>c. Have a Visa or MasterCard credit card on which to charge the non-refundable application fee.</p> <p>d. Verify that you meet minimum requirements to apply.</p>	
Click on link to right to begin	https://crater.lanec.edu/banp/zwskalog.P_DisplLoginNew?in_id=&cpbl=&newid=&wapp=Y2
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”	<p>Make sure you have all the required documents you need to complete this Online Application and Payment process.</p> <ul style="list-style-type: none"> • 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:	
Admission Term	When asked the term you plan to start – select the term that you are submitting this specific Online Application and Payment for “ Fall 2023 ”.
Enter your name	Make sure your name matches the name you used when you applied to be a Lane Credit student.
Application Checklist:	
Select “Fill out Application”	<p>As you enter the required information in a section, a checkmark will appear to indicate you have completed that section:</p> <ul style="list-style-type: none"> • 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:	
Select “Submit Payment”	Only Visa or MasterCard will be accepted for payment submission
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.