

**WASHTENAW COMMUNITY COLLEGE
DENTAL ASSISTING PROGRAM
Pathway II (ADAEP™) “TO DO” LIST**

This list contains items important for proceeding with your enrollment. Please print this list, read it carefully, and check off items as completed. This check list should be sent with your completed forms to health admissions (address below). We suggest you keep a copy of all items for your records.

- _____ **Step #1** **Advanced Standing Requirement**
- a. Submit copy of current DANB CDA certification.
 or
 - b. Complete and mail *DANB Verification Memorandum* to DANB requesting your official results be mailed to the health admissions office.
 or
 - c. If you're a graduate of an accredited dental assisting program, request an "Official" transcript from the college you attended and have it sent to health admissions at Washtenaw Community College.
- _____ **Step #2** Complete and submit the online *WCC Application Form*.
- _____ **Step #3** Register for and successfully complete *Introduction to Online Learning* through the College on Demand department at WCC.
- Current WCC students or students newly transferring to WCC must have a 2.3 GPA to register for Introduction to Online Learning.
- _____ **Step #4** Must meet college level reading/writing scores.
- _____ **Step #5** Complete and submit *Admissions/Registration Information Form for Pathway II (ADAEP)*.
- _____ **Step #6** Complete and submit *Dentist/Mentor Agreement of Participation Form for Pathway II (ADAEP)*.
- _____ **Step #7** Submit the *Employment Verification Form* for DEN 204 and 230 completed by my employer.
- _____ **Step #8** Submit a copy of your current CPR card.

Note: Please be aware that you must complete an approved English or Communications course before completion of the program.

If you are trying to expedite your enrollment into the program, you may fax a copy of this list with copies of your documents to health admissions by fax at (734) 677-5408. However, we do need the originals mailed complete your file. Once health admissions has reviewed your file with the Dental Assisting faculty, you will be will notified of your acceptance into the program. You will also receive notification of a **mandatory** on campus workshop.

Send completed forms to:

Health Admissions
Admissions Department
Washtenaw Community College
P.O. Box D-1
4800 E Huron River Drive
Ann Arbor, MI 48106-1610

Phone: (734) 973-3596
Fax: (734) 677-5408
E-mail: HealthAdmissions@wccnet.edu