Toronto College
of Dental Hygiene and Auxiliaries

Become HARP approved to take X-Ray's in the Province of Ontario!

TCDHA IS NOW OFFERING:
DENTAL RADIOGRAPHY

- 12-week program
- Monthly Payments
- Hybrid Learning
- Classroom and Clinical Training
- HARP Certified



The Dental Radiography course offered at Toronto College of Dental Hygiene and Auxiliaries Inc. is a HARP-approved Certification course.

CALL TODAY

Tel. 416-423-3099 Toll Free 1-866-923-3099

www.toronto-college-dental.org

Toronto College of Dental Hygiene and Auxiliaries Inc.

Dear Applicant,

Thank you for your interest in Toronto College of Dental Hygiene and Auxiliaries Inc.

The information regarding our Dental Radiography Program is below. Please reach out to our Admissions Department to info@toronto-college-dental.org or call us 416-423-3099 to receive the Application.

At the Toronto College of Dental Hygiene and Auxiliaries Inc. our goal is to put your needs and your career success first.

Whether you are applying from within the city or province our friendly admission staff will assist and guide you throughout the entire admission process.

We look forward to speaking with you in the near future about attending the Toronto College of Dental Hygiene and Auxiliaries Inc.

If you require further information or assistance, please visit our webpage at *http://www.toronto-college-dental.org* or to speak with us directly, please contact us at (416) 423-3099 or toll free at 1-866-923-3099.

Sincerely,

The Admissions Department
Toronto College of Dental Hygiene and Auxiliaries Inc.

College Information

The Toronto College of Dental Hygiene and Auxiliaries Inc. is located at 2727 Steeles Ave West, Toronto. TCDHA features a state-of-the-art dental clinic, equipped with modern dental operatories and X-ray machines to support clinical education and patient care. The clinic also includes dedicated support areas, such as a reprocessing room and dispensary. There is a panoramic intra oral and extra oral imaging unit to support additional radiographic services and learning opportunities. The facility has classrooms, a pre-clinic lab, a computer lab, and a spacious student lounge area.

Regulatory Approvals

Toronto College of Dental Hygiene and Auxiliaries Inc. is registered as a Career College under the Ontario Career Colleges Act, 2005.

The Dental Radiography Program is approved as a vocational program under the Ontario Career Colleges Act, 2005.

Program Information

Dental Radiography is offered as a hybrid 12-week (20 hours per week) program which means all theory can be taken from the comfort of your home and all radiology lab components will be completed on site. It is designed to allow the individual to continue to work and learn at the same time. All concepts taught in the classroom are demonstrated and practiced in the clinical setting on mannequins, student partners, and clients.

Graduates who pass this course will have met the requirements set out by the HARP Act and will be qualified to operate an X-ray machine in the province of Ontario.

The course is designed for individuals that already work in a dental office such as a dental office administrator, dental office manager, dental receptionist, nurse and/or have a dental background such as an internationally trained dental professional.

Directions to TCDHA-2727 Steeles Ave West, Toronto ON M3J 3G9

Directions from Highway 401:

1. Exit Highway 401 at Keele Street
2. Travel north on Keele Street for about 6 km
3. Turn right onto Steeles Ave West
4. Continue about 500 m to 2727 Steeles Ave West

Directions from Highway 400:

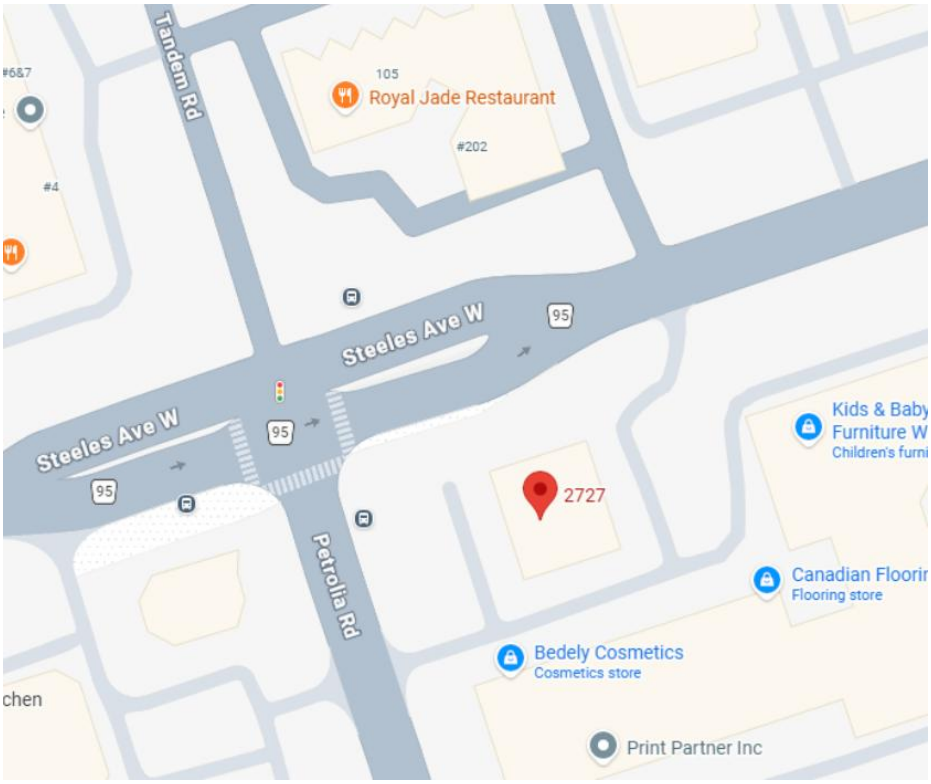
1. Exit at Steeles Ave West
2. Travel east on Steeles Ave West
3. Continue to 2727 Steeles Ave West, just west of Keele Street

Public Transit from Finch Station:

1. At Finch Station, take TTC Bus 60 Steeles West westbound
2. Exit at Tandem Road and walk a short distance to 2727 Steeles Ave West

Public Transit from Pioneer Village Station:

1. From Pioneer Village Station, take TTC Bus 60 Steeles West eastbound
2. Exit at Petrolia Road and walk a short distance to 2727 Steeles Ave West



We encourage all applicants who are interested in the Dental Radiography Program at TCDHA to please read the comprehensive admission information within this package. Applicants that have specific questions or would like additional information regarding the Dental Radiography Program should call the admissions department at 416-423-3099 or 1-866-923-3099 (toll free in North America).

Entrance Requirements

The applicant must submit the following documents:

1. Post-secondary education
   - Dental Office Administration (Diploma or Transcript)
   - Dental Assistant (Diploma or Transcript)
   - Nurse (Diploma or transcript)
   - Foreign Trained dentist (Equivalency report required)
   - Applicants without post-secondary education, must have at least 1-year working experience in a dental office (employer verification letter required)
2. Evidence in the field
   - Registered Nurse with valid credentials
   - Dental Office Administrators or Dental Assistants currently employed by a dental office or clinic (employer verification letter required)
   - Foreign Trained dental professionals (employer verification letter required)
   - Dental Assistants trained out of province currently employed by a dental office or clinic (employer verification letter required)

Applicants with only high school level education must submit an **Ontario Secondary School Diploma** (OSSD) or **Equivalent** as per below:

A. A secondary school graduation transcript and/or diploma from a Canadian province, territory or from the United States.
B. A Canadian Adult Education Credential (CAEC) or General Education Development (GED) certificate issued by a Canadian province, territory or from the United States.
C. A transcript, diploma or certificate from another country, assessed at an Ontario OSSD level by a recognized assessment service. Qualified academic credential assessment can be submitted as an alternative for those who have taken their education outside of Canada.

D. Applicants that are applying as a Mature Student who are over the age of 18 years and lack a high school diploma or equivalent (as discussed above) may apply under Mature Student status. A Mature Student must successfully pass the Ministry of Colleges and Universities (MCU) Superintendents approved qualifying test which is called the Wonderlic Scholastic Level Exam. This is the test that has been approved by the MCURES at Toronto College of Dental Hygiene and Auxiliaries Inc.
    - *Valid ID must be provided by the applicant to prove the age requirement.*

Grade 12 English successfully completed at University Preparation Level or at College Preparation Level or equivalent.

Grade 11 or 12 Biology or Chemistry successfully completed at University or College Preparation Level or equivalent is recommended.

The candidate must ensure that their Ontario Secondary School Diploma or equivalent transcript is provided to TCDHA.

Applicants Educated Outside of Canada or USA

Applicants who have graduated from high school and/or a post -secondary institution in a foreign country are required to have their education evaluated by the qualified academic credential assessment service (WES, ICAS, IQAS etc.)

All applicable fees associated with the qualified academic credential assessment services are the responsibility of the applicant. Applicants must arrange to have copies of the documents delivered to TCDHA by the required deadlines.

If the foreign applicant cannot provide a copy of these documents then they may choose to apply as a Mature Student.

Indigenous Applicant Eligibility

TCDHA is dedicated to creating an inclusive learning environment that lifts and honours the Indigenous worldview and ways of knowing to support First Nations, Metis, and Inuit students who choose to study here.

For this reason, and to continue to improve our support of Indigenous students as they strive to reach their educational goals and dreams, we invite you to identify if you are of Indigenous ancestry within the meaning of the Canadian Constitutional Act of 1982.

Self-identifying Indigenous ancestry on your application for admission will allow us to stay connected throughout your college career and provide information on topics such as Indigenous student scholarships, bursaries and more.

Applicants applying must meet the following requirements:

- Provide documentation of Indigenous heritage (First Nations, Métis, or Inuit). This could include but is not limited to, Indian or Métis status cards, official Inuit identification, official letters from Aboriginal organizations, or a combination of proof.
- Complete the application process and the admissions test.
- Complete the prerequisites required to be eligible for admission into the program.

TCDHA reserves an additional number of seats per intake to students who fall under the below category:

2 Seats: Indigenous students (First Nations, Inuit, Métis)

English Proficiency

English is the language in which the Dental Radiography Program is taught at the Toronto College of Dental Hygiene and Auxiliaries Inc.

TCDHA does not teach English as a second language to students.

In order to complete the program, it is imperative that the student has a strong grasp of the English language, both verbal and written. Lack of English ability may result in poor academic performance and potential release from the program.

The student must be able to deal with the delivery and retrieval of information by communicating effectively with clients and instructors. Lack of comprehension or communication skills may jeopardize the safety of the clients. This may result in the College taking necessary measures to ensure client safety, which may include release from the program.

Prior Learning Assessment

Applicants of the Dental Radiography Program with a dental background or other related courses will not be granted advanced standings or exemptions for courses taken elsewhere.

All courses must be taken and completed successfully in order to graduate from the program offered at TCDHA.

Recommended Personal Admission Requirements

- Good vision and visual perception with or without corrective lenses.
- Manual dexterity
- Good interpersonal communications skills.
- Confidence speaking in front of individuals and/or groups.
- Problem solving and critical thinking skills.
- Emotional maturity with an internal value of helping and caring for others.
- Ability to co-operate with others.
- Ability to handle responsibility.
- Self-Motivation
- Good organizational skills and time management skills.
- Attention to detail.

Conditional Acceptance Status

A qualified applicant will be offered conditional acceptance into the program. There are documents and payment requirements that must be met prior to the qualified applicant being offered full acceptance.

Once the applicant is offered "Conditional Acceptance" they will be given a set period of time to respond to the College if they wish to accept the offer.

Once the candidate has accepted the "Conditional Acceptance" offer they will be sent requirements and documents that need to be read, signed and return within a specified period of time.

In addition, the qualified applicant must provide evidence of their status in Canada by providing a copy of one of the following documents:

- Canadian Passport;
- Canadian Citizenship Card;
- Canadian Birth Certificate;
- Documentation of Permanent Residence Status;
- Documents of Landed Immigration Status

Full Acceptance Status

Full Acceptance Status into the Dental Radiography Program at the Toronto College of Dental Hygiene and Auxiliaries Inc. is granted once the qualified applicant has signed the Student Enrolment Contract and completed all the entrance requirements stated in the "Conditional Acceptance" offer.

This includes any required payments prior to the commencement of the program.

Waiting List

A waiting list of qualified applicants will be established any time that the number of qualified applicants exceeds the program's capacity.

These qualified applicants will receive an e-mail or telephone call informing them that they have been placed on the program waitlist.

If the applicant wishes to be added to waitlists, they are welcome to do so. If a seat comes open and it is their turn on the list, the applicant will be contacted by phone and email to confirm acceptance of the seat. The Applicant is able to accept or decline this seat. If they chose to decline or are unresponsive to the offer, they will remain in their confirmed seat and any other waiting Lists they were assigned to.

Closing of Program

Entry into the program will be deemed closed when all the available seats are filled. Qualified applicants on the waitlist will be notified that the program is full.

Selection Process Procedure

1. Submit the application
2. Submit post-secondary documents
3. Submit dental industry experience documents (as described above)
4. Qualified applicants will be offered "conditional acceptance" status
5. Full Acceptance status is granted once all the conditional acceptance requirements are completed.
6. If the number of qualified applicants exceeds the programs capacity the qualified applicant will be placed on a waitlist.
7. Unsuccessful applicants will be notified.

Please Note: The Dental Radiography Program does not accept transfer credits.

Career Opportunities

Dental Radiography is a dynamic addition to any dental health care professional! The course is designed for individuals that already work in a dental office such as a nurse, dental office administrator, dental office manager, dental assistant, dental receptionist and/or have a dental background such as an internationally trained dental professional.

Graduates who pass this course will have met the requirements set out by the HARP Act and will be qualified to operate an X-ray machine in the province of Ontario.

*TCDHA does not guarantee employment for any student who successfully completes the Dental Radiography Program.

Toronto College of Dental Hygiene and Auxiliaries

Program Fees

The Toronto College of Dental Hygiene and Auxiliaries Inc. anticipated fees for the Dental Radiography Program are as follows:

Tuition:	$6,500.00
Additional Fees:	
Books:	$575.00*
Equipment Rental Fees:	$250.00
Expendable Materials:	$400.00
Other Compulsory Fees:	$125.00

Total for Dental Hygiene Program: $7,850.00

International Student Fee $5,000.00 (if applicable)

*Book fees may be subject to change due to price increases by book publishers.

TCDHA accepts monthly payments to assist students with their finances.

Toronto College of Dental Hygiene and Auxiliaries

Common Questions and Answers

Is TCDHA registered with the Ministry of Colleges, Universities, Research Excellence and Security (MCURES)?

TCDHA is approved under the Ontario Career Colleges Act, 2005. TCDHA is registered under the Ontario Career Colleges Act, 2005.

Do students receive a certificate or a diploma once they complete the program at the TCDHA?

Upon successfully completion of the Dental Radiology Program offered at the TCDHA, the student will receive an official certificate.

How long is the Dental Radiography Program offered at TCDHA?

The Dental Radiography Program offered at TCDHA is 12 weeks in duration.

What is the cost of the program offered at the TCDHA?

The total program cost is $7,850.00. This includes everything from tuition, textbooks, insurance and clinical fees.

Are there any hidden fees that we should be aware of at the TCDHA?

NO! There are no hidden fees. TCDHA believes that the student should know what their financial situation is well in advance so that they can prepare themselves for the financial commitment of the Dental Radiography Program.

Does TCDHA have payment options?

YES! TCDHA accepts monthly payments as an option to assist students with their finances during the program.

Does TCDHA accept student loans?

YES! All provincial student loans across Canada are available as an option for payment at TCDHA. Financial assistance may be available for those who qualify. The OSAP website is located at: https://osap.gov.on.ca/OSAPPortal

Please visit the OSAP website to get an estimate and see if you may be eligible.

When on the OSAP estimate website, students will notice that TCDHA is not in the drop-down list of schools. If students click the section indicating that TCDHA is not on the list, a box will appear. Typing in "Toronto Coll" will connect students to programs offered at TCDHA.

Are there other programs that TCDHA accepts for payment?

YES! The Better Jobs Program is another payment option. Native Status in Canada is also a payment option.

Does TCDHA assist students with bank loans or line of credit applications?

YES! There are several financial institutions that will assist students with student loans and student lines of credit. Most financial institutions will require a co-signer when applying for a student loan or line of credit.

TCDHA Admissions Coordinators assist applicants with all of the financial options that are available. They can be reached at 416-423-3099 or toll free at 1-866-923-3099.

Does TCDHA provide employment assistance?

YES! TCDHA aids with job placement in the following ways:

TCDHA maintains alumni information and notifies former graduates of potential job opportunities through email.

TCDHA allows students to utilize the facilities to contact potential employers.

TCDHA may provide a letter of reference for graduates.

TCDHA does not guarantee employment for any student who successfully completes the Dental Radiography Program.

Additional Information

Please visit the TCDHA website at www.toronto-college-dental.org or call at 416-423-3099 or 1-866-923-3099 (toll free) to speak to an Admissions Coordinator.

It is recommended, if possible, to schedule an individual tour. This can be done by contacting a TCDHA Admissions Coordinator.