



# Toronto College<sup>TM</sup>

of Dental Hygiene and Auxiliaries<sup>Inc.</sup>

**Dear Applicant,**

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

The information regarding our successful Level II Dental Assisting Program is attached. Please complete the application form in full, and mail it or bring it with you in order to reserve your testing date.

At the Toronto College of Dental Hygiene and Auxiliaries Inc. our goal is to put your needs and your career success first. Once you have enrolled, our friendly staff is available to offer career training tips, guidance and support.

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

If you require further information please visit our webpage at [www.toronto-college-dental.org](http://www.toronto-college-dental.org) or contact us at (416) 423-3099 to speak to one of our Admission Coordinators and they will be happy to assist you.

Sincerely,

Ms. Lidia DiNicolo RDH  
Business Director/Owner

Toronto College of Dental Hygiene and Auxiliaries, Inc.



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### COLLEGE INFORMATION

The Toronto College of Dental Hygiene and Auxiliaries (TCDHA) is owned and operated by a Registered Dental Hygienist Ms. Lidia Di Nicolo and a Licensed Dentist Dr. Boris Pulec in Ontario.

The College is unique in the sense that the sole focus of the Institution is based on providing High Levels of Current Dental Education.

The Level II Dental Assisting Program offered at this College is unique as this is the only Dental Assisting Program where the students will have the opportunity to assist both the Dentists in the TCDHA Dental Office as well as assist the Dental Hygiene Students in Clinic.

The Level II Dental Assisting Program will also provide the skills necessary for the graduate to explain and discuss the various treatment options with the patients/clients. This program will provide the students with all the skills necessary to operate the Front Desk area of the dental office.

The Dental Assisting Program is run out of the Lodestar Dental Clinic. The clinic has a large classroom, lockers, a lunch area, as well as 7 dental operatory rooms, where the students will be performing procedures. Dental Assisting students will have the opportunity to assist the dentist, and observe real dental and dental hygiene procedures.

The Toronto College of Dental Hygiene and Auxiliaries Inc. (TCDHA) have two locations both within a 5 minute walking distance. The main campus is located at 300 Steeprock Drive. This campus has 26 dental chairs, two large classrooms, a computer lab, a dental materials lab, library, locker area and lunch area.



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### ENTRANCE EXAM TESTING

All applicants must call the College to schedule a time to write the Dental Assisting entrance examination.

There is **no fee** to write the Dental Assisting entrance exam.

The entrance exam will take approximately 1 hour and 30 minutes. The test will consist of multiple choice style questions in the following areas:

- English
- Reading Comprehension
- Biology (cells, plants, chromosomes etc.)

The Student application form must be completed prior to writing the entrance examination and either mailed or brought to:

Toronto College of Dental Hygiene and Auxiliaries Inc.  
300 Steepprock Drive  
Toronto, Ontario  
M3J 2W9

The Testing times and dates are as follows:

Monday – Thursday 8:00 am to 6:00 pm or Fridays 8:00 am to 3:00pm

- ❖ **The Mandatory pre-admission test applies to all applicants. In order to be granted an interview the applicant must score 60% or above on the entrance exam.**
- ❖ **Please note: that applicants are accepted on a first come basis assuming that they scored above 60% on the entrance exam and did well in the interview.**

**Please call us today to schedule your pre-admissions test 416-423-3099 or Toll free at 1-866-923-3099.**

The College Hours of Operation are as follows:

Monday to Thursday: 7:00 a.m. to 8:00 p.m. & Friday: 7:00 a.m. to 5:00 p.m.



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## Directions to the College

### Directions from Highway 401:

Main intersection is Sheppard Ave West. and Allan Rd.

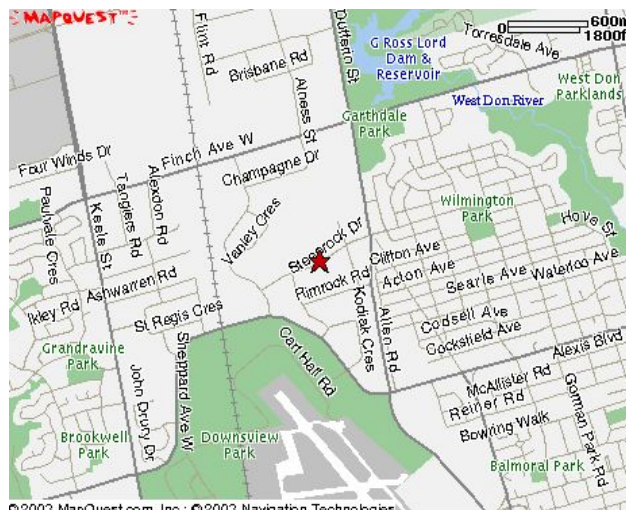
Second set of lights North of Sheppard is Steepprock Dr. Turn left and the College facilities are located on the right-hand side.

### Directions from Highway 400:

Exit at Finch Ave. ramp and head East to Chesswood Dr. Turn right onto Chesswood and follow to Steepprock, then turn left. Our facilities are located on the left-hand side.

### Toronto Transit Customers – From Downsview Station:

- (a) Take the 117 or 105 Dufferin North bus to Steepprock Dr. Walk west on Steepprock to the College.
- (b) Take either the 84 Sheppard West (westbound), 108 Sheppard West, 106 Sheppard West, or 107 Keele North. Exit at Chesswood Dr. Walk north to Steepprock Dr. Head East on Steepprock to the College.



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### Application Form Level II – Dental Assisting

Please print clearly and complete this form in full.

#### PERSONAL INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Birth date: \_\_\_\_\_  
D/M/Y

Sex: Male

Female

#### PERMANENT MAILING ADDRESS

Street Name: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-mail: \_\_\_\_\_

Are you a Canadian citizen?

YES

NO

If no, are you a

Landed Immigrant

Visa Student

Country of origin: \_\_\_\_\_ Date of Entry: \_\_\_\_\_

#### *Contact person in case of emergency*

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Relationship: \_\_\_\_\_

## Application Form Level II – Dental Assisting

**Please print clearly and complete this form in full.**

**EDUCATION:**

Highest level completed: \_\_\_\_\_ Year: \_\_\_\_\_

Name of School: \_\_\_\_\_

Location of School: \_\_\_\_\_

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**POST-SECONDARY EDUCATION**

Please list all academic Institutions that you have attended since leaving Elementary/High School: Attach an additional sheet if necessary.

| Academic Institutions Attended (List most recently Attended first) | Location | Program | Certification: Record of achievement, Diploma, Degree Etc. | Year Completed | Expected Date to be Completed | Year Entered | Year Left |
|--|----------|---------|--|----------------|-------------------------------|--------------|-----------|
|  |          |         |  |                |                               |              |           |
|  |          |         |  |                |                               |              |           |

**SIGNATURE**

I certify that all of the above information is correct and complete. I agree to comply with all of the rules, regulations and policies of Toronto College of Dental Hygiene and Auxiliaries Inc.

- I have arranged to have proof of education (transcripts) forwarded to the registrar's office.
- I have read over the mandatory entrance requirements and qualify to write the entrance examination.

Print Name: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

DATE: \_\_\_\_\_



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**We hope to have you studying with us soon!**

### **TCDHA Entrance Examination Requirements**

#### **Applicants Educated in Canada or Internationally**

Applicants educated in Canada or Internationally must have completed a high school diploma equivalent to the following mandatory admission requirements.

1. Ontario Secondary Diploma - OSSD 30 Credits (General level and/or Advanced)

- Grade 12 Equivalency - GED Certificate
- Mature Student
- Grade 12 English – College Preparation Level
- Grade 11 Biology - College Preparation Level
- Grade 11 or 12 Chemistry and/or Physics - College Preparation Level

2. Dental Assisting Level I Diploma and Transcript

**If an applicant is applying to the Level II Dental Assisting Program and does not have 1 or more of the above admission requirements they must apply as a Mature Student.**

**Mature Students** - include applicants who are 18 years of age or over by the first day of classes and who lack the academic admission requirements. Individuals applying as a mature student and do not have a Secondary School Diploma must supply if needed proof of age such as an official birth certificate or driver's license.

**The Mandatory pre-admission test applies to all applicants. In order to be granted an interview the applicant must score 60% or above on the entrance exam.**

**Please note: that applicants are accepted on a first come basis assuming that they scored above 60% on the entrance exam and did well in the interview.**

**English Proficiency** - English is the language in which the Dental Assisting program will be taught. It is imperative that the student has a strong grasp of the English language, both verbal and written in order to complete the dental assisting program.



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### Program Fees

The Toronto College of Dental Hygiene and Auxiliaries Inc. anticipated fees for the Level II Dental Assisting Program commencing May 4<sup>th</sup> 2011 are as follows:

|                        |            |
|------------------------|------------|
| Tuition:               | \$3,000.00 |
| Book Fees:             | \$200.00   |
| Other Compulsory Fees: | \$40.00    |
| Uniforms and Equipment | \$125.00   |
| Expendable Supplies    | \$400.00   |

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**Total of Level II Dental Assisting Program:      \$3, 765.00**





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### Program Fees

- ***Tuition Fees*** can only be made by Certified Cheque and / or Money orders.
- ***Transportation Fees*** are the responsibility of the students.
- ***Uniform cost*** is included in our fees. White running shoes are the responsibility of the student...
- ***The Ontario Dental Nurses and Assistants Association Certification Examination Fees and National Dental Assisting Examination Board Fees*** are the responsibility of the student
- ***Insurance Fee*** is paid to the insurance provider in advance as per their policy and is non-refundable.

### Recommended Personal Admission Requirements

- ✓ Good vision and visual perception with or without corrective lenses
- ✓ Manual Dexterity that allows manipulation of small instruments with repetitive motions
- ✓ Good interpersonal communications skills
- ✓ Confident 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-motivated
- ✓ Good organizational skills and time management skills

✓ Attention to detail