

2018 DENTAL HYGIENE PROGRAM APPLICATION INTRUCTIONS

Application Deadline: February 8th, 2018

Our Dental Hygiene Application is now available online. Please make sure that you give yourself enough time to read through the instructions so that you can submit a complete application, by the deadline.

Please follow the instructions below in order to submit your 2018 Dental Hygiene Application:

Before you apply

1. Please visit the Dental Hygiene website and read the available information.

[Dental Hygiene Entry-Level Program Website](#) <-- click here

2. In order to apply to the Dental Hygiene Program, you must obtain a campus wide identification number or CWID. If you don't have a CWID, you may obtain one by submitting an application to Foothill College, at no cost to you. For more information on how to do this, please visit Foothill College's Registration Website:

[Foothill College's Registration Website](#) <-- click here

Application Requirements

3. Make sure you're ready and eligible to apply, by reviewing the program prerequisites, requirements to apply and the application worksheet.

[Program Prerequisites](#) <-- click here

Required Documents: Please obtain copies of the following documents, and be prepared to upload them and attach them to your application.

- Unofficial High School Transcripts or GED
- Unofficial College Transcripts from **ALL** colleges attended. This includes copies from Foothill and De Anza Colleges.

Optional Documents: You are welcome to include the following documents, if they apply to you, or you would like to include them with your application.

- Certification of Work Experience Form
- Documentation of completion of CSU or IGETC General education
- **Approved** petitions
- Copies of RDA pocket license or other dental related licenses, etc.

You may obtain a copy of your High School transcript by requesting a copy from the High School you graduated from. You may obtain your College Transcripts by requesting a copy from all the Colleges you've attended. Typically, registrar offices or Registration Departments will assist you with this. Please note that unofficial copies are OK. For more information on how to request a transcript, please visit:

[How to order Foothill Transcripts](#) <-- click here

You may obtain a copy of the Certification of Experience form on our website. Please fill out the form and have your employer verify it by signing it.

[Dental Hygiene Entry-Level Program Website](#) <-- click here

Please note that if you received a Bachelor's degree from a UC or CSU, completion of CSU or IGETC General Education will be reflected in your transcripts. To self-report your CSU or IGETC General Education progress, you may download the General Education for Transfer Guide, and fill out the CSU or IGETC General Education pages 3 or 4. Feel free to include a copy of the form with your application.

[Foothill College GE Transfer Guide](#) <-- click here

You will have to submit an Equivalency Petition Form through our counseling department, if you have completed prerequisite coursework outside of Foothill College, and the course/s you have completed is/are not included in the Dental Hygiene

Equivalency Form. If this is the case, please download the form, fill it out, include documentation supporting your petition, and make an appointment with a Foothill counselor.

[Dental Hygiene Equivalency Chart](#) <-- click here

[Petition Form](#) <-- click here

[Foothill College Counseling](#) <-- click here

You may include copies of any dental related licenses you have.

If you cannot obtain any of the required documents, please be prepared to provide a letter of explanation, which will be attached to your application.

Please see our sample Dental Hygiene Program Application. This sample looks very similar to the actual application. As a result, you may use it as an example of the information you will be submitting when you apply. Feel free to fill it out!

[Dental Hygiene Entry-Level Program Website](#) <-- click here

Scanning and Saving Required and Optional Documents

4. Please save the required documents (listed above) to the computer you intend to use, when applying. We recommend that you put together a file with all of these documents, so that they can be easily accessed while you're completing your application. Please note that you will only be allowed one file attachment for each required section. As a result, your college transcripts, for example, must all be uploaded as one file. For assistance on how to scan documents into one file, combine multiple files into one file, save files into one folder, or other alternative options, please visit the Foothill College's ASFC Smart Shop:

[ASFC Smart Shop](#) <-- click here

Begin your application

- When you are ready, begin your 2018 Dental Hygiene program application here:

[My Portal](#) <-- click here

MyPortal | Foothill-De Anza

https://myportal.fhda.edu/cp/home/displaylogin

MyPortal

Secure Login

MyPortal is your secure gateway to a variety of online services provided to Foothill-De Anza Community College District students and employees. Get connected and explore!

Campuswide ID:
(No dashes or spaces)

Password:

Login

What is my campuswide ID?
[I don't know my password.](#)

Please Note! Beginning on **February 20th, 2014** we will be asking everyone to change passwords to help protect your personal information. Please watch our [new tutorial video](#) for more details.

- Log into [My Portal](#).

MyPortal | Foothill-De Anza

https://myportal.fhda.edu/cp/home/displaylogin

MyPortal

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7. Click on the **Students** tab.

The screenshot shows the MyPortal website for Foothill-De Anza Community College District. The user is logged in as Claudia A. Flores. The navigation menu includes Home, Employees, Students (selected), Registration, and Financial Aid. The main content area features a 'My Messages' section with a warning about phishing emails and an 'Academic Dates & Deadlines' section with links to the Foothill and De Anza calendars.

8. Find the **Apply to Allied Health Programs** Channel.

The screenshot shows the MyPortal website with the 'Students' tab selected. The main content area features a 'My Courses' section with links to 'View Your Class Schedule' and 'Go to My Courses and Instructor Email'. Below it is a 'My Online Courses' section for De Anza College with a link to 'Log into De Anza Canvas'. To the right is a channel titled 'Apply to Allied Health Programs at Foothill College' with a sub-section for 'Dental Hygiene' containing links for 'Instructions: How to Apply' and 'Apply Here', and a note that 'Other Departments: Coming Soon'.

9. Find the **Apply Here** link.

This is a close-up screenshot of the 'Apply to Allied Health Programs at Foothill College' channel. It shows the 'Dental Hygiene' sub-section with the following text: 'Instructions: How to Apply', a blue link labeled 'Apply Here', and 'Other Departments: Coming Soon'.

10. Fill out and complete your 2018 Dental Hygiene Application. Your application progress will be saved for 180 days, or until the deadline, whichever comes first. You will receive an email after you've begun your application, to the email displayed on your application.

FOOTHILL COLLEGE DENTAL HYGIENE APPLICATION 2018

NAME: Last: Abad, First: Danilo, Middle: A

Foothill College Student CWID # (required) _____ *If you do not have a FH student CWID#, click here to register for the college: <http://www.foothill.edu/admissions.php> There is no cost involved to get a student ID #.

Date of Birth (MM/DD/YYYY): _____

Please list any other name(s) by which you have been known:

Address: _____ City: San Jose State: _____ Zip: _____

Home Phone: _____ Cell Phone: 5555555555

Valid Email: _____

11. Attach all required documents by clicking on the designated boxes with a red asterisk *. After you click, you will be asked to choose from your saved files to upload.

Dental Hygiene Application Checklist 2018

<input checked="" type="checkbox"/>	Please make a ✓ or attach the documents in the box to insure you have completed everything in your application. Note: the documents you upload must be pdf files.
<input checked="" type="checkbox"/>	Completed Dental Hygiene Program Application Form and Technical Standards.
<input checked="" type="checkbox"/>	Official copy of transcripts from all colleges, even if the courses don't seem relevant; this includes both Foothill and De Anza Colleges.
<input checked="" type="checkbox"/>	Unofficial copy of transcripts from all colleges, even if the courses don't seem relevant; this includes both Foothill and De Anza Colleges.

Please attach a copy of your College Transcripts from all colleges, even if the courses don't seem relevant; this includes both Foothill and De Anza Colleges.

Submit your application

12. When you are ready, **submit your program application by signing it electronically.**

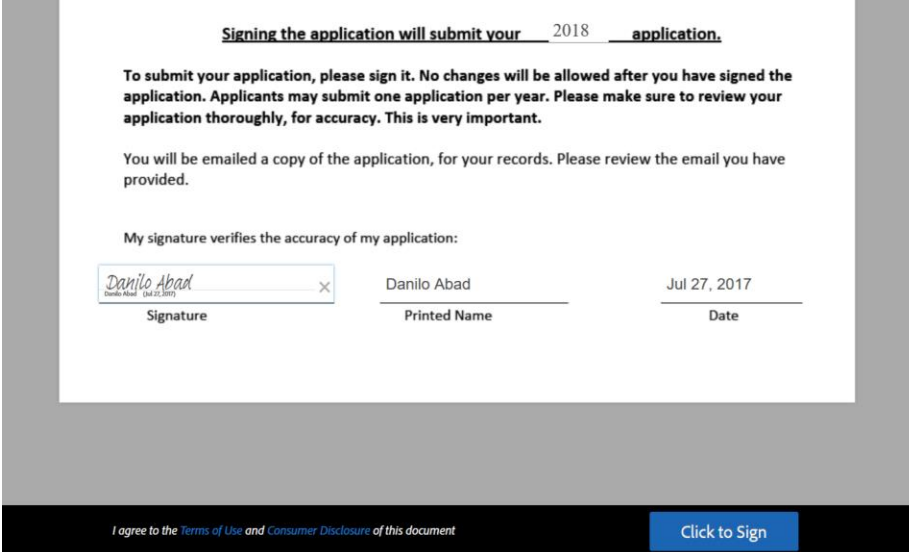
You will not be able to do this, until you have filled all of the required sections.

No changes will be allowed after you've signed the application.

Applicants may submit one Dental Hygiene application per year.

Please make sure to review your application thoroughly, for accuracy.

This is very important.



The screenshot shows a digital signing interface. At the top, it says "Signing the application will submit your 2018 application." Below this, a paragraph states: "To submit your application, please sign it. No changes will be allowed after you have signed the application. Applicants may submit one application per year. Please make sure to review your application thoroughly, for accuracy. This is very important." Another paragraph says: "You will be emailed a copy of the application, for your records. Please review the email you have provided." Below that, it says "My signature verifies the accuracy of my application:". There are three input fields: a signature field containing "Danilo Abad" with a small 'x' icon, a printed name field containing "Danilo Abad", and a date field containing "Jul 27, 2017". Below each field is a label: "Signature", "Printed Name", and "Date". At the bottom left, there is a small text link: "I agree to the Terms of Use and Consumer Disclosure of this document". At the bottom right, there is a blue button that says "Click to Sign".

13. You will be receiving an email confirming that you've successfully submitted your application, along with a copy of it, for your records. The email will be sent to the email linked to your MyPortal account, and displayed on the first page of the application.

Program application deadline: February 8th, 2018

If you have questions, please contact: **Jenevieve Alvarez** at:

alvarezjenevieve@fhda.edu or at (650) 949-7538