Dear Applicant

Your application checklist, we require:

- The application completed.
- The application fee
- High school transcript / or GED
- 6 hours of shadowing / observation in a dental office with documentation of completion.

Our new requirements are listed on our website. Please send in the required documents and we will be happy to process your application. Our tuition has change to $2970.00 please call our office for more details. Documents have to be turned in no later than two weeks prior to course start date.

Thank you,

Trudie L. Helmick, CDA
Program Director
Lake Norman Dental Assisting School
Application for Dental Assisting
747 Brawley School Road
Mooresville, North Carolina 28117

Name_______________________________________________ Date________________

Address__________________________________________________________________

City____________________________________ State_______ Zip____________

Social Security_____________________________ Date of Birth______________________

E-Mail Address____________________________________________________________

Home, Cell, Work Numbers____________________________________________________

Parent, Guardian, or Spouse____________________________________________________

Home, Cell, Work Numbers____________________________________________________

High School____________________________________ Year of Grad.________

High School Address_____________________________________State & Zip___________

High School Graduate _________   GED ____________  College ______________________

How I heard about this program_________________________________________________

In case of emergency contact:

Name__________________________________________ Phone_____________________

Relationship_______________________________________________________________

Address, State, Zip__________________________________________________________

Please circle which class you would like to attend: Winter Spring Summer Fall

I understand that there is a $25.00 nonrefundable application fee to be included as well as documentation of high school graduation or GED. Without these two requirements my application will not be complete and sent back.
Applicants/ Dentist:

We feel that shadowing for the applicant is to experience the dental environment so that they can make an informed decision to the area to which they are seeking education. Lake Norman Dental Assisting School now requires all applicants do 6 hours of observation or “shadowing” in a local dental office before applications can be processed. The applicant can choose any dental specialty office to do a total of 6 hours.

Please fill out our questioner at the bottom of this letter and include the dentist’s business card. We thank you for participating in our program’s requirements.

Name of applicant________________________________________________

Name and Address of dental office: ____________________________________

Phone number: ___________________________ Fax: ___________________

Comments: ________________________________

Dentist / Office Managers signature: ___________________________________

Trudie L. Helmick, CDA
Program Director
Frequently asked Questions

Do you work on the public for free?
No. We do not work on the public. We are not a clinic.

What is dental assisting?
Dental assistants assist the dentist with procedures. They clean rooms, set up rooms for procedures, and keep all instruments and rooms sterilized and or disinfected. The dental assistant helps patients understand procedures and helps develop a treatment plan according to the dentist recommendations in order for the patient to monitor their dental needs and dental health. www.dentalassistant.org

www.bls.gov/ooh/healthcare/dental-assistants.htm

What is a DA1?
A dental assistant who has been employed for less than two years. www.ncdentalboard.org

What is a DA2?
A dental assistant who has been employed for two years or more. www.ncdentalboard.org

What is a CDA?
Certified Dental Assistant. A dental assistant who has taken and passed the dental assisting national boards. www.danb.org

Do you have to go to an accredited school to be able to work in a dental office?
No. There isn’t any college or dental assisting school program required to become a dental assistant. In the United States any dentist can teach a person to become a dental assistant through an apprenticeship program within their practice.

Is Lake Norman Dental Assisting School like a regular college?
No. We are a propriety school, it’s much like a tech school, in that we teach the basics of the subject and we give out certificates of completion after the course requirements are met by the student.
What is the difference of your course and one offered at a college?
A college program is at least a one year program and you need all your prerequisites finished to be accepted into the program. The program will be accredited through the ADA and you will be eligible to take the national dental assisting boards at the end of the program.

Our program is a fast paced basic course designed to get the student working in an entry level position within the dental field. The student will have to work in an entry level position for two years full time or 3000 hours to be eligible to take the dental assisting national boards. We are not accredited.

Will your credits transfer to a college program?
No. We are a proprietary school and we are not accredited.

What are the requirements to attend the dental assisting course?
You must have a high school diploma or GED and do 6 hours observation, (Job shadowing) in a dental office.

What are the days & times of the dental assisting program?
Monday & Wednesdays OR Tuesday & Thursday evenings from 6:00pm – 10:00pm

How many times do you offer the courses?
We offer the dental assisting course four times a year. We have a winter, spring, summer and Fall Course.

Is your program accredited?
No. We are licensed through the North Carolina Community College system as a Proprietary School

What is the cost of the dental assisting course?
Our tuition is $2970.00 (tuition subject to change) it includes the student’s books and supplies. The student will have to purchase two pair of scrubs (any color) and professional shoes that do not have any openings in the toe or throughout the shoe and no mesh. All shoes must be able to repel water.

Do you offer financial aid?
Not the Pell Grant or the FASA
We have a payment plan, or we participate with the NCSTARRS/WIA program through the employment office.
Please call your local employment office for details.
Do you pay tuition all up front or is there a payment plan?
You can do either. Our payment plan divides the tuition into three payments during the 12 week course. One week before classes begin $981.00, week 5 $982.00, and week 10 $982.00
We use the Jena Mae financial Inc, that can extend your payments up to 12 months. The school requires the applicant to pay a deposit of $615.00 and finance $2355.00 with the Jenamae Inc. Company.
www.jenamae.com

Are you certified after the course?
No, with our program you will receive certificates of completion in: Chairside Assisting, North Carolina X-Ray certification, Dental Emergencies, and OSHA. We now offer the CPR course if you need it.

Do you find us a job when we complete the course?
No. The student is responsible for applying and interviewing for jobs.

Does the school find or place us in our job shadowing/observation hours that are required?
No. If a student cannot find shadowing/observation and can prove their efforts to find one, we will arrange shadowing/observation, but conditions may apply.

Will a dentist hire you if you take a short course like yours?
Yes. Many dentists like to train dental assistants to the way of their practices. You can obtain an entry level position in a dental office as a DA1. What many people don’t know is that you don’t have to go to a school to be trained as a dental assistant, it helps but, if the dentist is willing to train you in his office and you work for 3000 hours with that dentist, you can then take the dental assisting national boards without going to a school.

Do you offer job placement?
No. We do not find you a job. We do not place you in a dental office. It is up to the student to find employment. We will help with job hunting skills and resume writing and if the student keeps in touch with the school we will give information, if we have it, on who is hiring.

Is the dental X-Ray included in the dental assisting program?
Yes.

Can you just take the dental X-Ray course?
In dentistry an individual has to be a dentist, assistant, hygienist, or a dental receptionist that has a DA1 status in order to take radiographs.
The requirements for the dental X-Ray course are the student must have worked in a dental office for at least one year, DA1. We welcome all DA2 who have moved in the North Carolina area needing the NC X-Ray Certificate. An individual who has a current CDA is exempted from the state requirements.