Please Read and Keep for Reference

Thank you for your interest in the Expanded Functions Dental Assisting program at Westmoreland County Community College. Your COMPLETED application to the program must be in the Admissions Office (or postmarked) by January 5. There will be NO exceptions. A completed application means that all requirements including applications, transcripts, required paperwork, etc. must be finished and submitted by January 5. Nothing is to be outstanding by the application deadline date. Please note that any previous applications to the Expanded Functions Dental Assisting program will not be considered. Applications are good for one year only. If you are not accepted, you must reapply. We have provided the checklist below to ensure that your application is complete.

Read the entire packet of information including this instruction sheet before starting the application process and check off each item as they are completed.

WCCC Transcript to be supplied by college.

EXPANDED FUNCTIONS DENTAL ASSISTING

- For new students only: Completed Application for Admission to the college online at wccc.edu; click “Apply Now!” and follow the prompts.
- Returning students who have previously taken a course at WCCC for credit should contact the Student Records Office at 724-925-4070 to update their academic record.

- Completed Allied Health Programs Application
- OFFICIAL high school transcript(s) and/or OFFICIAL GED (Do not assume WCCC has your transcripts.)
- Copy of Dental Assisting National Board Certification (if available)
- Applicant may be a CDA or have at least three years recent chairside dental assisting experience.
- Applicant may be an RDH and provide a current copy of the PA Dental Hygiene License (if available)
- Letter from employing dentist stating applicant’s competencies and dental assisting training. This letter should verify experience and dates employed with the dentist.
- CPT 150 is required for the EFDA program. Applicant must take the mandatory placement test (call 724-925-6893 for appointment) and, if required, complete the prerequisite course (CPT 150) by application deadline. (Might possibly be taken during first semester of program with director’s permission.)

Students who have completed courses required for EFDA program must have an overall 2.0 GPA for those courses to be eligible for admission.

All requirements must be completed before January 5 to be considered for the program.

NOTE: Applications with missing materials will not be considered.

WCCC reserves the right to make changes at any time.