CALHOUN COMMUNITY COLLEGE

Dental Assisting Program

How to Apply

DENTAL ASSISTING NOW OPEN TO DUAL ENROLLMENT STUDENTS

Visit: https://calhoun.edu/dual-enrollment/

to find the DA Dual Enrollment Application

INFORMATION BELOW FOR CURRENT CCC COLLEGE STUDENTS

Minimum Admission Requirements:

1. Unconditional admission to Calhoun Community College (CCC)
2. A CCC transcript documenting all previously completed educational coursework taken at CCC or accepted in transfer.
3. A current minimum overall GPA of 2.3
4. An ACT reading score or a Next-Gen ACCUPLACER reading score.
5. Completion of the online program application, open February 1st -April 30, 2026

Meeting minimal requirements does not guarantee acceptance. Admission to the program is selective as a limited number of students can be admitted each year. A point system (posted on website) is used to evaluate each application. General education coursework and grades earned are heavily weighted as students who have taken foundational classes will be poised for success in the DA program. Application points may also be earned through a reading score, dental observation hours, and attending a DA Program Information Session.

STEPS TO APPLY

1. If needed, apply for general admission to CCC and designate Dental Assisting as your major. It is recommended that all new CCC students meet with an academic advisor.

2. If needed, have transcripts sent from all other colleges attended to the CCC Office of Admissions and Records for evaluation at least one month before the application deadline. Courses accepted in transfer will appear on your **MyCalhoun transcript**.

3. Obtain a copy of either an **ACT reading score** **or** a Next-Gen **ACCUPLACER reading score**.

   CCC offers the Next-Gen ACCUPLACER test on both campuses Monday - Thursday. Schedule an appointment with the Testing Center online at https://calhoun.edu/testing-center/ Select the "Proctored Exams" button at the bottom of the webpage.

   More information about taking the ACCUPLACER and study guides can be found at: https://www.accuplacerpracticetest.com/accuplacer-reading-comprehension-practice-test/

4. Attend a **DA Program Information Session** and sign the roster. Dates, times and locations of Information Sessions are noted on the DA website. All interested persons are welcome to attend and reservations are not required.

5. Read the **Eligibility Criteria** posted on the DA website**.** The online application will require that you acknowledge the Criteria. The Alabama Community College System endorses the Americans with Disabilities Act. If an individual has a disability that might require special materials, services, or assistance, the student should contact the CCC Disability Services Office.

6. Obtain **Dental Assisting Observation Hours**

- Prior to applying, contact local dental offices to request an appointment to observe. You may want to view practice in a general dental office and one specialty office, such as orthodontics or pediatric dentistry.
- Take a copy of the DA Observation Documentation Form with you. Follow directions on the form; hours should be signed by a dentist or the office manager.
- Arrive on time and remember to look and act as a professional.
- A total of eight hours of observation, completed in at least two dental offices, in the past 6 months are requested. Additional time spent in the environment may be personally helpful in making a vocational choice but will not add to the strength of your DA application. Applicants employed in a dental office may use regular work hours to fulfill the observation requirement. Your length of employment at the facility should be noted on the Observation Documentation Form and signed by a dentist or office manager.
- Make certain the documentation is legible.

The online DA Application will be open February 1- April 30, 2026

Before accessing the online link

#1. Log in to MyCalhoun and download an official copy of your CCC transcript which includes all coursework taken at CCC and coursework taken at other colleges and accepted in transfer.

Only general education classes completed at the time of application will be considered for application points.

For submission**, your transcript should be in the .pdf format for upload**. Make certain your name is clearly visible on the copy.

#2. Have your ACT reading score or ACCUPLACER reading score **in .pdf format for upload.** Your first and last name should be clearly visible.

#3. Have your completed Observation Form **in the .pdf format** to upload.

#4 Know your **A#** and **CCC email address**

#5 Access the application to begin the program summer semester 2026 from the DA website and complete all fields. The application will not accept documentation for upload that is not in the **.pdf format**. If you are unfamiliar with creating this type of document, an online search will provide directions and options.

#6 A message saying 'thank you' will indicate your application has been submitted.

- All applicants will be contacted regarding decisions by the Dental Assisting Admission Committee **by Calhoun email**. Notification will be sent in early May. Applications are not "carried over" to the next year. If not accepted, you are encouraged to finish any outstanding general education coursework and reapply.

- Be aware of **Healthcare Student Clinical Requirements.** CPR certification, a background check, drug screen, immunizations, or physical exam is not needed to apply. However, once accepted for admission, faculty advise students when to proceed with requirements. Background check and drug and alcohol screening policies are provided upon enrollment. Results may prohibit a student from participating in clinical education and may necessitate withdrawal or course failure. If you have any questions about these requirements, please contact the Dental Assisting program.