

**NORTHWEST FLORIDA STATE COLLEGE  
DENTAL ASSISTING SELECTIVE ADMISSION PROCESS**

Pool of Eligible Applicants:

- Completed the NWFSC and Dental Assisting Online Application (see website for application dates)
- Requested official transcripts from high school and college be sent to NWFSC and received by NWFSC before the application deadline.
- International transcripts must be evaluated by a NACES® association evaluation agency with a grade average and received by NWFSC before the application deadline, see: [www.naces.org](http://www.naces.org) to find an evaluation agency
- Completed the mandatory NWFSC Dental Assisting Information Session
- All final paperwork must be received by the application deadline.

All eligible applicants accepted unless the number exceeds the available slots, in which case the Selection Point System will be used to select students.

Item	Points
a. Successfully completed general education courses (grade of C or higher) taken at Northwest Florida State College ( <i>points based on number of credits completed for maximum of 5 points</i> ) <ol style="list-style-type: none"> <li>1. 25-30 credits: 5 points</li> <li>2. 20-24 credits: 4 points</li> <li>3. 15-19 credits: 3 points</li> <li>4. 10-14 credits: 2 points</li> <li>5. 1-9 credits: 1 point</li> </ol>	/ 5
b. Current Okaloosa or Walton County Residency by <u>application deadline</u> ( <i>subject to additional documentation upon request</i> )	/ 5
c. GPA (high school or college) 3.0 or above	/ 5
d. Completed a job observational experience of 4 to 8 hours in a dental clinic, dental office or dental care location (form must be completed and signed by a DDS, DMD, or RDH) <u><i>This observational experience is optional and is to be arranged by the student. The NWFSC Dental Assisting program does not make arrangements for students to complete observations. If you contact us to request a referral, we are strictly prohibited from providing you with the name of a dentist or dental office.</i></u> This documentation must be provided to Melissa Garza, via email <a href="mailto:garzam4@nwfsc.edu">garzam4@nwfsc.edu</a> , drop off at the Dental Assisting administrative offices, Building 420, Room 302 or mail: Dental Assisting Program, NWFSC, 100 College Boulevard, NV420-302, Niceville, FL 32578, fax to: 850.729.6460 no later than the application deadline.(Please see the website for application dates.)	/ 5
e. A current Health Certification/Licensure: CNA, CMA, EMT, Firefighter EMT, Pharmacy Tech., Paramedic, Phlebotomy, Physical Therapy Assistant, LPN, Radiography, Respiratory Therapy, RN, or Veterinary Assistant (a copy of the national or state certification must be provided). Points are not given for continuing education courses such as CPR, First Aid, or AED.	/ 5
f. Military Service: Proof of military service via DD Form 22, 22a, 256, 214 or 215 (with honorable discharge).	/ 5
<b>TOTAL POINTS</b>	<b>Highest possible score 30 points / 30</b>

The applicants with the highest point totals are admitted first. If there is a tie among point totals, students will be ranked based on their GPA (high school or college (whichever is higher)). GPA and acceptance of transfer work is determined based on policies published in the current NWFSC Catalog and Student Handbook and as determined by the College Registrar. College prep, developmental, and upper division courses will not be included in determining GPA. For students who have not earned graded non-developmental college hours at a regionally accredited institution, the high school GPA at the time of graduation will be considered.