

SRJC Dental Hygiene Program Application Instructions

Fall 2023 Admission

Filing Period: October 3, 2022, 8am - January 31, 2023, 5pm

Prior to beginning the online application:

1. Read all information about the Dental Hygiene Program and Application Requirements on the Dental Hygiene Program Website: dentalprograms.santarosa.edu
2. You must be an SRJC student with a SID#. If you are not, you will need to complete the application through Admissions & Records. This process is at no cost to you and can be accessed here: <https://admissions.santarosa.edu/apply>
3. Meet with a Health Sciences counselor to go over your pre-requisites, determine course equivalency (as needed) and complete any necessary course substitutions. Not doing so may cause delays and jeopardize your eligibility for the lottery.

SRJC Counseling Department: 707-527-4451

OR

Make an online appointment: <https://counseling.santarosa.edu/>

Program and degree prerequisite information may be gained by consulting with an SRJC Counselor or by visiting the Dental Programs webpage.

NOTE: The Director of the Dental Hygiene program is not available to answer questions regarding pre-requisite coursework.

Application Procedure:

Once you have completed the above, you are now ready to fill out the online application:

4. **Complete and Upload all Required Information and Documents:**
 - All sections in the Online Application Form marked with a grey asterisk (*) must be completed in order to submit your online application.
 - Program Prerequisites & College Transcripts – You must list all colleges attended and upload unofficial copies of your transcripts from each institution.
 - In addition, you must separately send official transcripts from **all** institutions attended:

Refer to the Admissions & Records Website for detailed information on how to submit official transcripts: <https://admissions.santarosa.edu/incoming-sending-transcripts-srjc>

- SRJC accepts Electronic transcripts (e-transcripts) from the following exchange services:
 - eTranscripts for California
 - National Student Clearinghouse
 - Parchment
 - eScript-Safe
 - World Education Services (WES)
 - Credential Services
 - Joint Services Military

- If you are not using these services, transcripts sent electronically must be received directly from the granting institution or transcript vendor and sent to evaluations@santarosa.edu. **Note:** Transcripts sent directly through a personal email and as a direct email attachment will not be accepted.

- Hardcopy, official transcripts in sealed envelopes can also be sent to:

Admissions and Records
Santa Rosa Junior College
1501 Mendocino Avenue
Santa Rosa, CA 95401

- Exceptions:
 - If all your coursework was completed at SRJC, upload an unofficial copy of your transcript, printed from your student portal, with your application. You do not need to send an official copy to Admissions and Records.
 - If you believe you have already submitted your most up-to-date official transcripts from other colleges to SRJC's Admissions & Records, please follow these instructions:
 - Contact Admissions Evaluations Office at (707) 527-4517 to verify all official transcripts are on file; OR, Contact Counseling for a Quick Question drop-in (707) 527-4451 to verify your official transcripts are on file. Attach unofficial copies of your transcripts with your application.

- **Important information regarding transcripts:**
 - Applications that do not have official transcripts on file with A&R by **February 6, 2023**, will be considered as incomplete and will not be eligible for the lottery.
 - If you have transcripts from other institutions, please request to have a Transfer Credit Evaluation of your transcripts by Admissions & Records:
<https://admissions.santarosa.edu/transfer-credit-evaluation-form>
 - Transcripts hand delivered or sent directly to Health Sciences, either official or unofficial, will not be accepted. No exceptions.

5. **Complete the Science and Non-Science Prerequisite Course Worksheet** – All prerequisites must be completed by **Fall 2022**.
6. **Submit your application** – Please make sure to review your application thoroughly for accuracy. Once all required fields are completed, including uploading all unofficial transcripts, use your mouse or finger to sign your name and click “Submit”.
7. **You will receive a confirmation that your application has been received.** Do not call or email Health Sciences or the Program Director for this information.