

TAFT COLLEGE DENTAL HYGIENE PROGRAM SELECTION PROCESS

1. Applications submitted to admissions technician
2. Applications checked by admissions technician
3. Admissions Technician notifies the applicant by email if the application is incomplete.
4. Admission Technician verifies quantitative points on:
 - Cumulative units
 - Cumulative GPA
 - Attainment of certificate/degree
 - Number of units completed at Taft College
5. Academic Advisor and Counselor calculates and verifies:
 - Prerequisite coursework
 - GPA in prerequisite course work
 - % of progress towards completion of General Education
 - assigns appropriate points for quantitative items
6. Admissions Technician assigns random numbers to each application and removes names from application to assure anonymity.
7. The Selection Committee assigned qualitative points for all applicants meeting minimum program requirements.
 - Quality of personal statement
 - Letters of recommendation
 - Quality of other experience
8. Ten applicant numbers are randomly drawn and accepted into the program.
9. Academic advisor and Dental Hygiene Office Technician average qualitative points assigned by the committee for each qualified applicant.
10. All items are entered into a spreadsheet and a rank listing is generated.
11. Students selected at random are removed from the ranking and the first ten of those remaining are offered admission into the program. The next ten applicants are assigned as program alternates.
12. Lists of students in the following categories are submitted to the Dental Hygiene Department and are notified appropriately regarding their status.

**TAFT COLLEGE DENTAL HYGIENE PROGRAM
SELECTION CRITERIA**

MAXIMUM 240 POINTS

Criteria	Points Possible	% of Total
GPA in Prerequisite Coursework	50	20.8%
Overall GPA in all Coursework	45	18.7%
Units Taken at Taft College	40	16.6%
Progress Towards General Education	30	12.5%
Work Experience	25	10.4%
College Degree	20	8.3%
Quality of Personal Statement	20	8.3%
Letters of Recommendation	10	4.16%

TAFT COLLEGE DENTAL HYGIENE PROGRAM DENTAL HYGIENE

SELECTION COMMITTEE

TALLY SHEET

File Number _____

ITEM		POINTS
GPA in Prerequisite Coursework	_____	_____
	GPA	
Overall GPA in All Coursework	_____	_____
	GPA	
Progress Towards General Education	_____	_____
	%	
College Degree	_____	_____
	Degree/Units	
Taft College Student	_____	_____
	Units	
Work Experience		_____
Quality of Personal Statement		_____
Letters of Recommendation		_____

**TAFT COLLEGE DENTAL HYGIENE PROGRAM
APPLICATION CRITERIA**

GPA in Prerequisite Coursework 20%

GPA	Points
4.00 to 3.85	5
3.84 to 3.65	4.5
3.64 to 3.45	4
3.44 to 3.25	3.5
3.24 to 3.05	3
3.04 to 2.85	2.5
2.84 to 2.65	2
2.64 to 2.45	1.5
2.44 to 2.25	1
2.24 to 2.00	0.5

Cumulative GPA 18%

GPA	Points
4.00 to 3.85	5
3.84 to 3.65	4.5
3.64 to 3.45	4
3.44 to 3.25	3.5
3.24 to 3.05	3
3.04 to 2.85	2.5
2.84 to 2.65	2
2.64 to 2.45	1.5

Progress Towards Completion of GE Requirements 12%

% Completed	Points	GE Area	Points
100% to 91%	5	Health Ed	2
90% to 81%	4.5	Library Proficiency	1
80% to 71%	4	History	3
70% to 61%	3.5	Humanities	3
60% to 51%	3	Social Science	3
50% to 41%	2.5	English	3
40% to 31%	2	Speech	3
30% to 21%	1.5	Natural Science	6
20% to 11%	1	Math	3
10% to 1%	0		
		TOTAL	27

Completion of Degree or Certificate 8%

Degree	Points
Doctorate	5
MA/MS	4
BA/BS	3
AA/AS	2
Certificate	1

Units Completed at Taft College 16 %

Units	Points
46 or more	5
45 to 41	4.5
40 to 36	4
35 to 31	3.5
30 to 26	3
25 to 21	2.5
20 to 16	2
15 to 11	1.5
10 to 6	1
1 to 5	0.5

60 Units + 100% of GE – 2 points

+60 Units + less than 100% of GE – 1 point

78% of Points are Quantitative

**TAFT COLLEGE DENTAL HYGIENE PROGRAM
CRITERIA FOR SELECTION OF DENTAL HYGIENE STUDENTS
QUALITATIVE POINTS**

Work Experience: 10 %

1 point for each year of related work experience
5 points maximum

Quality of Personal Statement: 8%

Poor ----- Excellent
1 2 3 4 5

- 2 points – legibility
- 1 point – grammar/punctuation/spelling
- 1 point – statement impact/tone
- 1 point – indication of commitment

Letters of Recommendation: 4%

Poor ----- Excellent
1 2 3 4 5

- 1.5 points – letters support facts
- 1.5 points – letters completely supportive
- 1 point – professional source of reference
- 1 point – 2 letters

22% of points are qualitative

ALL SCORES WILL BE DETERMINED BY CONSENSUS OF THE COMMITTEE