

EDUCATION

Learning Management System

College of Dentistry currently uses Desire 2 Learn (D2L). We will be switching over to Canvas in Spring 2024 with full implementation by Summer 2024.

Access Desire2Learn at <https://learn.ouhsc.edu/d2l/login/>

Access Canvas at <https://canvas.ou.edu>

Sign-on using your **campus username and password**.

Each class has a community group, for example: Class of 2027 or DH Class of 2025. General information is housed in this course such as orientation information or requirements. It is in the student's best interest to set up notifications for items added to this course or to check in often. To visit specific courses, click on the 9 square icon to do a course search. Students will not have access to courses unless they are enrolled in the course.

Technical Standards of Performance

The College recognizes the unique cognitive, technical, and attitudinal aspects of the profession and its curricula. Students must possess the skills and abilities that will allow them to successfully complete the course of study and receive the full benefit of the educational program. The student is required to direct or perform treatment on the patients of the College as part of the curriculum. The College has responsibility for ensuring the safety of patients and student clinicians. This includes the completion of treatment safely and within a reasonable amount of time. The student must be able to meet or perform the following elements that are fundamental to the nature of the program.

Sensory and Observation

Students must be able to observe patients, in clinic or in simulations, in order to gain information to be used in diagnosis. Students must possess vision, hearing and physical abilities sufficient to obtain a patient history, perform a physical examination and provide patient care. Additionally, students must have sufficient dexterity to manipulate dental and dental hygiene equipment appropriately and to perform in class, clinic and laboratory settings for extended periods of time.

Cognitive

Students must be able to solve problems using the ability to understand and retain knowledge derived from readings, lectures and demonstrations. Students must be able to use reasoning to analyze and integrate learned material and apply principles to new problems.

Motor Skills

Students ordinarily should have motor function sufficient to enable them to execute movements required to provide general care for and treatment of patients in routine and emergency situations. It is required that a student possess the motor skills necessary to directly perform palpation, percussion, auscultation and other diagnostic maneuvers, basic laboratory tests and diagnostic procedures. Such actions require coordination of both gross and fine muscular movements, equilibrium and functional uses of the senses of touch, vision and smell. Students must be able to tolerate physically taxing workloads and to function effectively under stress.

Communication

Students must be able to communicate effectively with patients; convey or exchange information at a level allowing development of a health history; identify problems presented; explain alternative solutions; and give directions during treatment and post treatment. Communication includes speech and writing. Students must be able to communicate effectively and efficiently in oral and written form with all members of the health care team. Students must have sufficient facility with English in order to retrieve information from texts and lectures and communicate concepts on written exams and patient charts; elicit patient backgrounds; describe patient changes in moods, activity and posture; and coordinate patient care with all members of the health care team. In any case where a student's ability to communicate through these sensory modalities is compromised, the student must demonstrate acceptable alternative means and/or ability to acquire and demonstrate the essential information conveyed in this fashion.

Behavioral Skills

Students must possess the emotional health required for all utilization of the intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of patients and the development of mature, sensitive and effective relationships with patients.

Academic Integrity and Standards

The College of Dentistry is committed to a culture of trust and individual accountability. At the foundation of this culture are the principles of truth, fairness, respect, and responsibility. Personal responsibility in all dimensions of teaching and learning result in principled people with shared standards, which assure that the allied health professions consist of practitioners with character. The choices that practitioners make shape their character and their practice. Consequently, in the College of Dentistry community, integrity in all aspects of professional education and personal development is a shared value. Individual acts that are in conflict with this shared value of integrity are subject to the Academic Misconduct Code of the University of Oklahoma. Please also see Regents' Academic Integrity policy in the OUHSC Faculty Handbook, Section 4.17 (<https://provost.ouhsc.edu/Portals/1037/assets/documents/FacultyHandbookOUHSC.pdf?ver=2018-10-30-111311-860>).

Grading Policy

No student may graduate from the College with less than an overall (2.0) "C" grade point average. A student may appeal any decision made by the Dean according to procedures and policies set forth by the Health Sciences Center guidelines.

The College of Dentistry uses the OUHSC grading system, based on the mastery of subject material. Students are made aware of the course expectations at the beginning of each course. Each syllabus lists the specific requirements for that course, as well as the grading scale upon which the grade is derived. The mastery of the subject material, or clinical accomplishments where applicable, will determine the grade the student earns.

The grading standards used by the College are as follows:

- "A" for outstanding work that demonstrates exceptional mastery of course material.
- "B" for good work which is clearly beyond simple mastery of the course material.

- “C” for acceptable work indicating a mastery of basic concepts of a course.
- “D” indicates that a student performed at a level that is below minimal competency levels established for that course. The deficiencies are limited enough that they are amenable to remediation. The course director recommends the specific requirements for remediation.
- “F” indicates that a student performed at a level that is substantially below competency levels established for the course.

Note: students receiving a grade of “D” or “F” will be placed on academic probation for the following term and will be removed from probation the following term if successfully remediated.

An “I” grade is to be given only for an administratively excused absence for extenuating circumstances (i.e. personal illness or family tragedy). An “I” (Incomplete) grade signifies that due to extenuating circumstances the student has not achieved the minimal course objectives. The “I” grade can be removed by meeting criteria established by the instructor, after which an appropriate grade will be awarded. Normally, an “I” grade for a course, which is a pre-requisite to advancement, must be made up by the beginning of the next semester. The department chairperson and/or the course director can grant exceptions to this policy. An “I” grade for all other courses must be made up as soon as possible, but not later than the end of the next semester. An “I” not made up by the specified deadline will remain an “I” on the transcript permanently. Re-enrollment will be required to earn credit in the course.

“S” Satisfactory work “U” Unsatisfactory work

Some courses do not lend themselves to definitive letter grades, and these are graded according to the Satisfactory/Unsatisfactory grading system. An Unsatisfactory (U) is treated in the same manner as an “F” grade. “S” and “U” grades are not included in grade point average computations.

Non-passing Grades

The College of Dentistry does not consider the “D”, “F”, or “U” grade acceptable in terms of degree fulfillment. Both “D” and “F” grades counts toward overall GPA insofar as academic hours are recorded.

D/F Protocol

To satisfy degree requirements, all “D” grades must be remediated by enrolling in a special studies remediation course, the contents of which are determined by the course director. If the student satisfactorily completes the requirements for the special studies course, a grade of “S” will be recorded. If the student does not satisfactorily complete the requirements, the remediation is not considered successful and the student receives a grade of Unsatisfactory (U) for the special studies course and must repeat the course in its entirety. This can result in the student repeating the year.

Didactic and preclinical courses in which an “F” grade is received must be re-taken and the student will be re-enrolled in the course. Both grades will appear on the transcript. The course director recommends a format by which the course may be re-taken, subject to approval of the Periodic Assessment Committee. This can result in the student repeating the year.

Clinical courses in which an “F” grade is received may either be remediated or re-taken as determined by the course director subject to approval of the Periodic Assessment Committee. Students re-taking a failed course are re-enrolled in the course for a second time. The “F” grade for the original course and the grade for the re-taken course both

appear on the student’s academic record and are included in the grade point average calculation.

Academic Integrity

Upon acceptance of an offer of admission, the student commits to comply with all professional conduct regulations established by the University, respective college, and program. Individual acts that are in conflict with this shared value of integrity are subject to the Academic Misconduct Code of the University of Oklahoma.

College Standards

Students will be placed on academic probation for the following reasons:

1. receipt of a “D” or “F” grade
2. Cumulative GPA of less than 2.0

Any student receiving a “D” or “F” grade in a course or grade point average below 2.0 (4.0=A) for a semester will automatically be placed on probation. Probationary status may also be given to a student who does not receive an “F” grade or who earns a grade point average above 2.0 if, in the judgment of the faculty, the student has not made satisfactory progress toward the adequate professional development necessary for the proper treatment of patients. Other sanctions may be imposed at the discretion of the Periodic Assessment Committee subject to the Dean’s approval.

A student who receives a semester grade of “F” in any course while on probation or who receives two consecutive probationary periods may be assessed by the Periodic Assessment Committee to determine if they should repeat all or part of a year, or dismissal from the program.

Students on academic probation for two consecutive semesters may be dismissed.

If the course deficiencies are satisfactorily remediated as directed by the course director, and the student receives no further major academic deficiencies for the specified term (i.e. course grade of F, one or more D’s, academic or professional misconduct), the probationary status will be lifted. Failure to satisfactorily remediate these item(s) or continued poor academic performance may lead to an extended probationary period or more severe sanctions, such as limiting ability to receive student aid, repeating a year, or may result in dismissal from the program.

Academic Misconduct Code

The code describes academic misconduct as acts intended to improperly affect the evaluation of a student’s academic performance or achievement and includes but is not limited to acts such as cheating, plagiarism, fabrication, fraud, destruction, bribery or intimidation, assisting others in any act proscribed by this Code, or attempting to engage in such acts. The policy and procedures related to academic misconduct are detailed in the Academic Misconduct Code found in Appendix C of the Faculty Handbook at: <https://provost.ouhsc.edu/Policies-and-Procedures/HSC-Faculty-Handbook> (<https://provost.ouhsc.edu/Policies-and-Procedures/HSC-Faculty-Handbook/>)

Copyright Infringement

Course syllabi and all related course material are protected under US Copyright Law and may not be further disseminated in any form or format without the prior explicit written consent of the faculty member. Failure to

comply with this provision may subject the student to disciplinary action and/or state or federal action.

Academic and Professional Progress

The College of Dentistry uses a progressive 3-tier system of reviewing and making decisions regarding the advancement of students:

1. the individual course director;
2. the Periodic Assessment Committee (PAC); and
3. the Dean of the College of Dentistry.

Periodic Assessment Committees: The function of the Periodic Assessment Committees (PACs) is to assess the academic progress and professionalism of each student in the context of published University of Oklahoma Health Sciences Center progression policies, College of Dentistry academic progression policies, and documentation of completion of course requirements as specified in the syllabi as well as the student's overall transcript. These assessments shall result in recommendations from the PAC to the Dean of the College of Dentistry pertaining to students' advancement in the program, and may include:

1. Advance to the next semester in good standing
2. Advance to the next semester on academic probation
3. Repeat the year or a portion thereof, or
4. Dismissal from the College.

PACs may also suggest, but are not required to suggest, departmental and/or administrative counseling.

There is a PAC for each class of dental and dental hygiene students. Each PAC shall meet at the mid-term mark and following the deadline for end-of-term grades. The Dean appoints PAC chairs annually. The PAC for each class is composed of the department chairs, the course directors from all courses that have been offered in the particular semester in which students are being evaluated, the Dean for Clinical Affairs and the Dean for Research. If s/he is not serving as chair of the Dental Hygiene PAC(s), the Dental Hygiene Program Director shall be an ex officio member of these PACs only. The Dean for Academic Affairs, Dean for Student Affairs, and the Director of Student Services are ex officio members of all PACs without vote.

The Dean for Academic Affairs will schedule meetings. A 50% quorum is required for decisions or actions to be official, and recommendations on students' status are based on a 2/3 vote of those present. If a department chair or course director cannot attend the meeting, s/he is responsible for designating an alternate who must be approved by the chair of the PAC to attend in his or her place. The Office of the Dean for Academic Affairs shall provide administrative support to the PAC.

Professional Dress Code

The University of Oklahoma College of Dentistry (COD) brings workforce members (employees, faculty, students, volunteers, trainees, etc.), patients, and visitors together for the purposes of patient care, education, and research. The healthcare provider/patient relationship is a cornerstone of your future professional career. The COD appreciates that clinical, educational, and research experiences can be influenced by the personal appearance and demeanor of all members of our college community. The confidence and trust of our patients are directly and indirectly influenced by their assessment of professional decorum, conduct, attitude, and personal appearance. The conduct and appearance of all workforce members also form a major part of the collective impression outside of the provision of care -- including alumni, legislators,

foreign dignitaries, visiting professors, and others who visit the College of Dentistry. It is incumbent on all of us in the college community to conduct ourselves with dignity, responsibility, and respect for others and to maintain appropriate dress and a well-groomed professional appearance in accordance with the guidelines set forth by the COD.

Proper dress and a well-groomed professional appearance also reflect current infection prevention and safety guidelines recommended by the Centers for Disease Control and Prevention (CDC) and enforced by the Occupational Safety and Health Administration (OSHA). College guidelines for appearance and attire reinforce our commitment to all current federal, state, and local regulations as part of an ongoing effort and responsibility to maintain the safest, most contemporary learning and clinical environment possible for our patients and workforce members. These guidelines are reviewed and updated as needed by the COD Health and Safety Committee.

College of Dentistry allows self-expression through personal appearance unless it conflicts with a workforce member's ability to perform their duties effectively or it is regarded as offensive or harassing towards others in the college community, including patients and guests.

All workforce members must comply with the Clinical and Professional Appearance and Dress Code policy. Since patient care is delivered throughout the year, it is important to maintain a professional appearance during college business hours, Monday through Friday from 7:30 am to 5:30 pm, as well as, during college-approved activities, for example, Kid's Day and Veteran's Day events. This operating procedure applies to all College of Dentistry facilities as well as all affiliated external sites. When workforce members are at affiliated external sites, should there be differences in policies, they must comply with the site's policies and procedures, including those related to professional appearance and attire.

General Appearance

All students must comply with the following guidelines for professional appearance and attire during business hours.

Professional Appearance

1. Hair should be clean, well-groomed, and of a neutral or natural color.
2. Men must be clean-shaven or beards and mustaches must be clean, neatly trimmed, and well groomed.
3. Personal body hygiene is required so that offensive body odor is avoided.

Professional Dress Code

1. Business casual: dress slacks, skirts or dresses of appropriate length, polo-style shirts, shirts with collars, and blouses with long or short sleeves.
2. Shoes: most types of shoes are acceptable as long as they are clean and presentable.
3. OUCOD ID badge: must be visible and worn above the waist, at all times.

Unacceptable or not Permitted

Clothing: bare midriffs, exposed undergarments, improperly fitted clothing, baseball caps or other hats, T-shirts with inappropriate content, rubber flip-flops, jeans with tears or designer holes, yoga pants or workout attire, and sweats.

Tattoos: obscene images and/or are offensive based on gender, race, sexuality, or religion, or that have yielded patient or employee complaints must always be covered.

Jewelry: must not present a safety hazard or interfere with job responsibilities.

Professional Concerns Report

The College of Dentistry is charged with educating the dental student in a manner which allows that student to matriculate into the profession of dentistry. However, academic and clinical situations can arise which bring into question the ethics, integrity, or abilities of the student.

The Professionalism Concerns Report is prepared when a student exhibits behavior not consistent with the OUHSC Student Professional Behavior in an Academic Program Policy. It is intended to assist the student in meeting professionalism expectations in academic, professional or administrative settings. Improvement in the area(s) below is needed in order to meet the standards of professionalism inherent in being a dentist or dental hygienist:

- Integrity & Honesty
- Patient-Centered Care & Patient Safety
- Respect
- Service & Working within the Team
- Responsibility
- Responsiveness, Adaptability, & Self-Improvement

PCRs are filed with the Dean of Student Affairs and becomes part of the student file.

Outcomes in these situations will be consistent with published university policy (see OUHSC Faculty Handbook, Appendix C - Student Professional Behavior in an Academic Setting.)

Skills Development Report

The Skills Development Report is prepared when a student exhibits performance concerns that do not meet pre-clinical and/or clinical expectations outlined in course syllabi. It is intended to assist the student in meeting expectations, progressing in pre-clinical and/or clinical settings, and includes a course of action plan. Improvement in the area(s) noted below is needed in order to meet the expected standards of progress towards being a dentist or dental hygienist.

Nature of Concern(s):

- The student does not exhibit the skills expected at this stage in their education.
- The student does not follow instructions.
- The student repeatedly did not demonstrate awareness of his/her own deficiencies and/or willingness to seek help.
- The student resisted adopting recommendations from faculty or others to improve learning or performance.
- The student did not correct their errors when they were brought to their attention.
- Other reasons at the discretion of pre-clinical and clinical course directors where a student does not meet expectations.

This report goes to the Dean of Clinical Affairs and is discussed as part of student progress at the Periodic Assessment Committee meetings.

DDS Promotion and Advancement Policy

The College of Dentistry curriculum for the Doctor of Dental Surgery degree is both rigorous and tightly scheduled. Each cohort of students takes the same block of required courses for each academic year of

the program. The Promotion and Advancement Policy is designed to ensure that students are clearly informed regarding requirements for advancement and the consequences when those requirements expectations are not met. For each semester of the program, all required courses must be successfully completed in order to advance.

Purpose

The University of Oklahoma College of Dentistry [COD] seeks to:

- Set clear standards for advancement through the curriculum.
- Inform students of requirements and consequences.
- Ensure that students are clearly informed and responsible for their own progression through the program.

Policy Statement

- Students who earn an "F" grade in Human Structure for Dental Students during the first term will automatically be dismissed from the program.
- Any "D" or "F" grade automatically places the student on academic probation, with the exception of an "F" grade in Human Structure for Dental Students, which shall result in dismissal from the program.
- Any student who receives an "F" or 2 "D's" in a simulation lab course must repeat the year, regardless of the term in which the "F" or 2 "D's" were earned. For example, a second year student who earns an "F" in a simulation lab course offered in the spring term must repeat the second year in its entirety.
- A student who receives two (2) or more "F" grades in simulation lab courses will be dismissed from the program.
- A student may only repeat one year of the first three (3) years.
- Students must successfully complete Part 1 and Part 2 of NBDE or the INBDE in order to receive a DDS degree.

Scope and Applicability

This policy shall apply to all students in the Doctor of Dental Surgery Program.

A student is considered to have repeated a year if he/she retakes a portion of the curriculum and thus falls a year behind his/her original cohort.

Senior dental students not completing their minimal clinical experiences for graduation on or before the last regularly scheduled spring clinic session will be enrolled in the summer session and the diploma will reflect the final date of the summer session. Any dental student not completing their work by the end of the summer session must be enrolled in the fall semester and the diploma will reflect the final date of the fall semester.

Any senior student who does not fulfill graduation requirements by the end of the fall semester is enrolled in the spring semester. The student may be required to complete additional requirements in various clinical departments to ensure the maintenance of competency in all areas. The decision to assign additional clinical procedures is determined by the Comprehensive Care Course Director and/or considered by the fourth-year dental Periodic Assessment Committee. If required, these additional clinical expectations are presented to the student in writing.

Simulation Lab Courses include:

Code	Title	Hours
OCCL 7125		2.5
OCCL 7225	Articulation and Occlusion	2.5
ENDO 7225	Endodontics I, Pre-Clinical Laboratory	1.5
FPRO 7125	Fixed Prosthodontics I	2.5
FPRO 7293	Fixed Prosthodontics II	3
FPRO 8215	Clinical Fixed Prosthodontics I	0-1.5
IMPL 8192	Oral Implantology I	2
OPDT 7292	Preclinical Operative Dentistry II	2
OPDT 7293	Operative Dentistry I Laboratory Course	3
ORTH 7225	Developmental Dentistry Orthodontics	2.5
ORTH 7391	Orthodontic Diagnosis	1
PEDO 7192	Basic Pediatric Dentistry	2
PERI 7192	Preventive Dentistry	2
PERI 7292	Oral Prophylaxis Technique	2
RD 7105	Alginate Impressions and Study Cast Fabrication	0.5
RP 7125	Removable Prosthodontics	2.5
RP 7392	Removable Partial Prosthodontics	2
RP 8191	Immediate Dentures	1

Policy Approval: This policy was approved by the Curriculum Committee on June 1, 2018, went into effect on June 8, 2018, and will be reviewed annually thereafter.

Appeals Process for Students

Academic Appeals Board

The function of the Academic Appeals Board (AAB) is to adjudicate disputes concerning academic evaluations that have not been satisfactorily resolved at the division level. If the student is unable to resolve the matter at the division level, an appeal may be made to the AAB.

Membership of the AAB will consist of a pool of six full-time faculty and six students. The full-time faculty of the College will elect the six faculty members. One second year dental student, one third year dental student, two fourth year dental students plus two senior dental hygiene student members will be appointed by the Dean upon recommendations from the Student Council President. Faculty members will serve three-year staggered terms and may be re-elected. Students will serve one-year terms and may be reappointed.

The AAB shall meet on an as-needed basis. In the event of a hearing, the Dean shall establish an ad hoc board consisting of three students and three faculty members selected from the AAB membership pool. Procedures for notification and hearings should be followed as outlined in The University of Oklahoma Health Sciences Center Faculty Handbook. Any retiring member serving on a case in progress shall be continued on the Board until the case is closed.

The Dean shall appoint an additional faculty member from the AAB pool who shall be non-voting to chair the AAB and to be responsible for the Board's administrative matters including scheduling of cases, notification of hearings and decisions, and maintenance of records. The Office of the Dean for Academic and Student Administration shall provide administrative support to the AAB.

Academic Misconduct Board

The function of the Academic Misconduct Board (AMB) is to hear cases of alleged didactic or clinical misconduct. Academic misconduct includes but is not limited to:

1. cheating (using unauthorized materials, information, or study aids in any academic exercise or on national board examinations), plagiarism, falsification of academic or clinic work or records, unauthorized possession of examinations, intimidation and any and all other actions that may improperly affect the evaluation of a student's academic, clinical, or professional performance or achievement;
2. destruction, misappropriation or unauthorized possession of University property or the property of another;
3. assisting others in any such act; or
4. attempts to engage in such acts.

Membership of the AMB will consist of a pool of ten (10) full-time faculty and ten (10) students. The full-time faculty of the College will elect the ten (10) faculty members. Two second-year dental students, three third-year dental students, three fourth-year dental students plus two senior dental hygiene student members will be appointed by the Dean upon recommendations from the Student Council President. Faculty will serve three-year, staggered terms and may be re-elected. Students will serve one-year terms and may also be reappointed.

The AMB shall meet on an as-needed basis. In the event of a hearing, the Dean shall establish an ad hoc board consisting of two students and three faculty members selected from the AMB membership pool. Procedures for notification and hearings should be followed as outlined in The University of Oklahoma Health Sciences Faculty Handbook. Any retiring member serving on a case in progress shall be continued on the Board until the case is closed.

The Dean shall appoint an additional faculty member from the AMB pool who shall be non-voting to chair the AMB and to be responsible for the Board's administrative matters, including scheduling of cases, notification of hearings and decisions, and maintenance of records. The Office of the Dean for Academic and Student Administration shall provide administrative support to the AMB.

Departmental Care Completion

Students must have Block Care requirements completed by the end of the Fall semester during their 4th year. If students do not have this completed, they will not participate in May's graduation.

Senior dental students not completing their minimal clinical experiences for graduation by the last regularly scheduled spring clinic session will be enrolled in the summer session and the diploma will reflect the final date of the summer session. Any dental student not completing their work by the end of the summer session must be enrolled in the fall semester and the diploma will reflect the final date of the fall semester. Senior dental hygiene students not completing their minimal clinical experiences for graduation by the last regularly scheduled spring clinic session will be enrolled in the fall semester and the diploma will reflect the final date of the fall semester.

Any dental or dental hygiene student who does not fulfill graduation requirements by the end of the fall semester is enrolled in the spring semester and may be required to complete additional requirements in

various clinical departments to ensure the maintenance of proficiency in all areas.

The decision to assign additional clinical procedures is considered by the fourth-year dental Periodic Review Committee and the second year dental hygiene Periodic Review Committee, respectively. If required, these additional clinical expectations are presented to the student in writing.

Participation in Graduation Ceremony

The commencement ceremony recognizing the achievements of students having completed all requirements for the degree is an honored tradition. It is at this time the graduates are invested with the doctoral hood representing the University and the discipline of dentistry and it is when graduates take an oath for the profession of dentistry. The recitation of the Oath symbolizes a commitment to respect the privileges inherent in the degree.

1. All students in the College of Dentistry are required to participate in the commencement ceremonies.
2. Students who have circumstances that may prevent attendance at commencement must submit a written statement of non-participation a minimum of two (2) weeks prior to the commencement date to the Dean for Student Affairs. Alternate arrangements for recitation of the oath will be required.
3. Students are eligible for the current ceremony as a spring or summer graduate.
4. Students completing requirements for the Doctor of Dental Surgery degree to be awarded in the fall semester will participate in the commencement exercises the following year.
5. Recitation of the Oath - the College of Dentistry uses as its official oath an adaptation of the original Oath of Hippocrates and further developed by the Faculty of the College of Dentistry.
6. Graduates may be individually hooded by an immediate family member, if the family member is a dentist with a D.D.S. or D.M.D. degree. The definition of "immediate family member" includes any person related by blood or marriage (e.g. parent, grandparent, spouse, sibling)

National Board Dental Examination Policy

The Joint Commission on National Dental Examinations (JCND) administers several standardized tests to evaluate the preparedness of individuals for the study and practice of dentistry and dental hygiene. The purpose of the National Board Examinations is to assist state boards in determining qualifications of dentists and dental hygienists who seek licensure to practice dentistry or dental hygiene. These examinations assess candidates' ability to understand important information from basic biomedical and dental sciences and also the ability to apply such information in a problem-solving context.

- Ensure that students have met minimal required national standards in dental education at appropriate time points in the curriculum.
- Ensure that all graduates of OUCOD are eligible to attain a license to practice dentistry in Oklahoma and other states.

Policy Statement

- Students must successfully complete Part 1 and Part 2 of NBDE or the INBDE in order to receive a DDS degree.

- A student who fails to pass NBDE Part 2 or the INBDE prior to graduation in May will not receive his/her diploma until he/she successfully passes (see details below).

Scope and Applicability

Specific dental and dental hygiene licensure requirements vary among jurisdictions, but all jurisdictions have three basic requirements: an educational requirement, a written examination requirement and a clinical examination requirement. You must complete all three to receive a license to practice dentistry.

NBDE-Part I

With the Integrated exam starting in the Spring of 2020, the NBDE Part I has been eliminated. Students who have successfully passed Part I are eligible to take Part II or they can take the INBDE and must pass either of those to receive their diploma.

NBDE-Part II or INBDE

Students must successfully pass NBDE-Part II or the INBDE in order to graduate from the College of Dentistry. Passing Part II is a curriculum requirement, which must be met in order to receive a D.D.S. degree from the College of Dentistry. It is expected that the initial attempt will be completed sometime between the end of summer session of the senior year and the beginning of the spring semester of the senior year.

It is imperative that students sitting for licensing examinations thoroughly understand the requirements, rules, and procedures applicable to the Board examination for which they are sitting. The consequences relative to cancellations or withdrawals, required or otherwise, are the sole responsibility of the student, as are any financial penalties incurred.

Clinical Licensing Examination

Senior dental students who have not been cleared to participate in all phases of Comprehensive Care by the end of the Fall semester of their senior year will not be allowed to sit for the Clinical section of the Clinical (Regional) Board exam offered in the Spring term, regardless of their status as a candidate for a specific Clinical Board Exam.

Awarding of the Diploma

Diplomas are awarded three times a year – May, August, and December. Students completing all department obligations prior to the May graduation date will be eligible to receive a May-dated diploma. Students completing department obligations after that date will have degrees dated corresponding to the August or December deadline, depending upon the semester in which their obligations are completed.

The Registrar is responsible for ordering diplomas after the College of Dentistry submits the list of "degree candidates." No student will be allowed to graduate and receive a diploma earlier than the established spring commencement date for that Class.

Students are responsible for applying for graduation by the application deadline. At that time, they indicate if they would like the diploma to be picked up or mailed.

Degree Completion Timeline

Dental students will have 6 years (72 months) from the month he or she enters dental school as a freshman to successfully complete all program requirements for a DDS degree, not counting time away for leave of absence. Advanced Standing Program students have 4 years (48 months) from the month of their initial enrollment at OU College of Dentistry to successfully complete all program requirements for a DDS degree, not

including time away for leave of absence. Any student failing to fulfill all program requirements in the stipulated time period will be dismissed from the program and will be ineligible for graduation.

Compliance with Commission on Dental Accreditation

Regarding: Compliance with the American Dental Association
Commission on Dental Accreditation's Policies for Complaints

The ADA Commission on Dental Accreditation serves the public by establishing, maintaining, and applying standards that ensure the quality and continuous improvement of dental and dental-related education.

In accordance with the ADA Commission on Dental Accreditation's policies relating to Complaints, the University of Oklahoma College of Dentistry has instituted procedures to inform all students of these policies, and of their rights to file any complaints relative to accreditation standards directly to the Commission. A complaint is defined by the Commission on Dental Accreditation as one alleging that a Commission-accredited educational program, or a program which has an application for initial accreditation pending, may not be in substantial compliance with Commission standards or required accreditation procedures. The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for treatment received by patients or individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at

211 East Chicago Avenue,
Chicago, IL
60611-2678

or by calling 1-800-621-8099 extension 4653.

Student Complaints

Section 3 of the OUHSC student handbook enumerates the rights students possess, as well as the procedures for addressing suspected or confirmed violations of said rights. Further, when the complaint pertains to specific accreditation standards, the Commission on Dental Accreditation strongly urges that students and interested parties file formal correspondence. Students are encouraged to notify the Dean of Student Affairs, where such complaints will be logged.