



## MANITOBA DENTAL ASSOCIATION

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# CHECKLIST FOR PROVISIONAL REGISTRATION AS A DENTAL ASSISTANT

- Read **Instructional Guide for Completing Dental Assistant Registration Application Form**

## FORMS

- Identified **Provisional Registration** as the category
- Answered all the questions on application form and other forms in the Registration Package
- Attached a passport-sized photograph to the **Dental Assistant Initial Registration Application Form**
- Signed the **Dental Assistant Initial Registration Application Form** – properly witnessed and notarized
- Completed and signed appropriate release forms for health providers and prior regulatory bodies

## SUPPORTING DOCUMENTS - PERSONAL

- Certified copy evidencing a name change, if you changed your name
- Certified copy of government-issued photo identification
- Certified copy of citizenship, permanent residency, or work permit

## SUPPORTING DOCUMENTS - EDUCATION AND ASSESSMENT

- Certified copy of dental diploma/certificate/degree
- Original letter from Programme Director or Dean where completed diploma/certificate/degree to MDA
- NDAEB official receipt for written examination
- Proof of valid resuscitation/life support training

## SUPPORTING DOCUMENTS - PRACTICE HISTORY

- Requested Letter of Standing for each regulatory body of prior health professions and jurisdictions
- Attached separate sheets with written details as requested on **Dental Assistant Initial Registration Application Form**.
- Enclosed payment for the registration and initial licensure fees  
(Cash, Cheque or Money Transfer only | Please make cheques payable to: Manitoba Dental Association)

## DOCUMENTS TO BE COMPLETED AT TIME OF LICENSURE

- Declaration and Agreement of Applicant for Provisional Registration as a Dental Assistant**
- Declaration of Commitment to Ethical Practice and the Public Interest**
- Consent for Personal Information Form**

## FEES FOR REGISTRATION AND LICENSURE IN THE FULL REGISTRATION CATEGORY

Registration: Application fee \$ 50.00

Licensure - initial application

- For a new graduate in their graduating year \$130.00
- For all others licenses \$260.00