



## **CHECKLIST FOR FULL REGISTRATION AS A DENTAL ASSISTANT**

- Read *Instructional Guide to Completing Dental Assistant Registration Application Form*.
- If already licensed with the MDA, you may use the *Dental Assistant Change of Status Application Form*.

### **FORMS**

- Identified Full Registration as the category.
- Answered all the questions on application and forms in the Registration Package.
- Attached a passport-type photograph to the *Registered Dental Assistant Initial Registration Application*.
- Signed *Registered Dental Assistant Initial Registration Application* - 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.
- Certified copy of NDAEB certificate.
- 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 *Initial Registration Application Form*.
- Enclosed separate payments for the registration and initial licensure fees.

### **OTHER DOCUMENTS TO BE COMPLETED PRIOR LICENSURE**

- 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	\$ 25.00
Licensure - initial application	
▪ For new graduate before 01 September	\$120.00
▪ For not a new graduate after 01 September	\$120.00
▪ For all others	\$240.00