

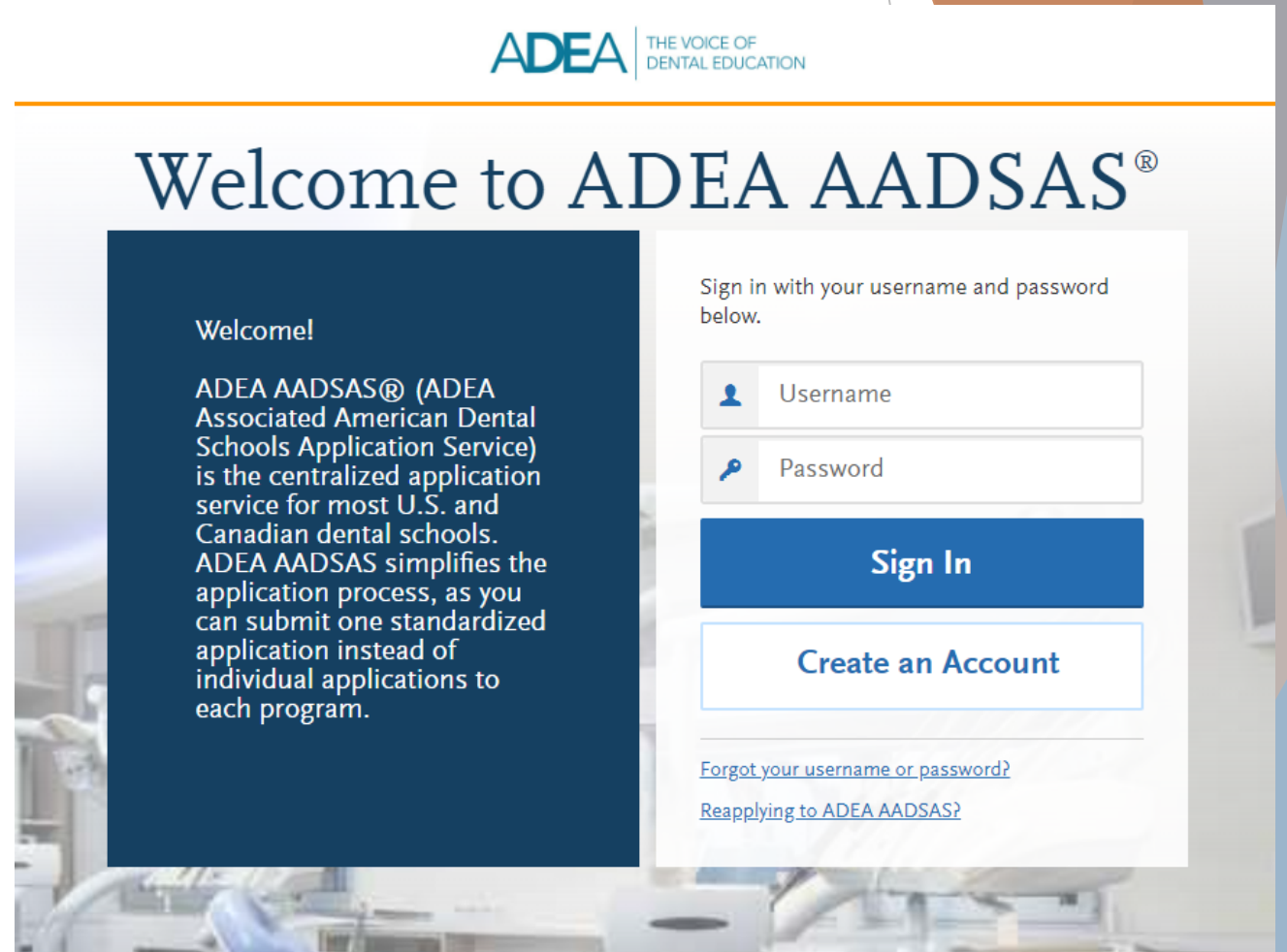


ADEA AADSAS Application Walkthrough

2023-2024 Application Cycle
May 9, 2023-February 2, 2024

What is ADEA AADSAS?

- ▶ The ADEA Associated American Dental Schools Application Service (ADEA AADSAS®) simplifies the process of applying to dental programs. You start by selecting the programs you wish to apply to, then you submit one application that includes all necessary materials. Once received by ADEA AADSAS, your application and materials go through a verification process before being transmitted to your selected programs. [Click here](#) to start your application.



The screenshot shows the ADEA AADSAS login interface. At the top right is the ADEA logo with the tagline 'THE VOICE OF DENTAL EDUCATION'. The main heading reads 'Welcome to ADEA AADSAS®'. On the left, a dark blue box contains a 'Welcome!' message and a paragraph explaining that ADEA AADSAS® is a centralized application service for U.S. and Canadian dental schools, simplifying the process by allowing a single standardized application. On the right, there is a sign-in section with the instruction 'Sign in with your username and password below.' It features two input fields: 'Username' (with a person icon) and 'Password' (with a key icon). Below these fields are two buttons: a blue 'Sign In' button and a white 'Create an Account' button. At the bottom of the sign-in section, there are two links: 'Forgot your username or password?' and 'Reapplying to ADEA AADSAS?'.

Prior to the Start of the Application Process:

- ▶ Research [programs](#) you wish to apply to. Pay special attention to:
 - ▶ [Cycle dates](#) and deadline requirements. In some instances, the individual program's deadline may differ from the application's cycle dates.
 - ▶ [Application fees](#). ADEA AADSAS charges \$264 for the first program you apply to and \$115 for each additional program. Some programs may have a supplemental fee; contact your programs to learn if they require this and how to pay it.
 - ▶ Evaluation requirements.
 - ▶ Minimum requirements, including prerequisites, standardized test scores, supplemental applications, foreign evaluations, etc.
- ▶ Utilize the [ADEA Dental School Explorer](#) online to find out information on each school. If you do not have access to this online book through the Pre-Dental Society, you can purchase it online [here](#).
 - ▶ Complete the [Dental School Selection Worksheet](#) in Excel to keep track of each program's information.
- ▶ Make sure to use Chrome or Firefox as these browsers work best with the application.

DO YOUR OWN RESEARCH

- ▶ This **PPT** presentation is meant to serve as a resource for you during this application cycle. It does **NOT** cover all aspects of the application so please be diligent about doing your own research.
- ▶ If you do not find the answer to your question in this PPT, click [here](#) to look in the ADEA Application Help Center for more detailed information.
- ▶ For the quickest response, use the chat icon at the lower right corner of the application.
- ▶ If your question is not answered by either this PPT or the Application Help Center you can **contact ADEA AADSAS for further assistance:**
 - Phone: 617-612-2045 (applicant inquiries only – open M-F, 9:00 a.m. – 5:00 p.m.)
 - Application: portal.aadsasweb.org
 - Email: aadsasinfo@aadsasweb.org (ADEA AADSAS usually provides responses to emails within two business days; however, response times can take up to three business days when they are at their busiest.)
 - Be sure to have your CAS ID number (located under your name in the upper-right corner of the application) when contacting ADEA AADSAS via phone or email.

ADEA 2023-2024 ADEA AADSAS IMPORTANT DATES:

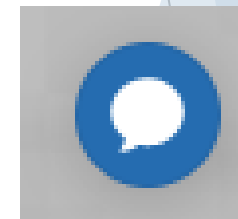
- ▶ May 9, 2023 – application cycle opens
- ▶ May 30, 2023 – first day to submit application
- ▶ Aug. 14, 2023 – Sept. 29, 2023: Academic Update period (1st academic period)
- ▶ Dec. 1, 2023 – Feb. 2, 2024: Academic Update period (2nd academic period)
- ▶ Dec. 15, 2023: The 2023-24 cycle dental school acceptance notification date
- ▶ Feb. 2, 2024: 2023-24 ADEA AADSAS closes
- ▶ Feb. 9, 2024: Last day to submit all official documents to ADEA AADSAS.
- ▶ Feb 15, 2024 – last date to approve Professional Transcript Entry (PTE), if used
- ▶ May 3, 2023 – last date you can be verified; application processing ends

Highlights/Important Notes

- ▶ **Read the entire [2023-24 ADEA AADSAS application instructions](#)** carefully before you apply. If you have any questions, don't hesitate to reach out to your advisor.
- ▶ It is important to read the [2023-24 FAP Instructions](#) carefully.
- ▶ ADEA AADSAS applications **will not be processed until all official undergraduate transcripts are received.**
- ▶ After the ADEA AADSAS application, fee payment and official transcripts are received, it usually takes about **four to six weeks to process an application.** Check the status of your application regularly to make sure there is nothing holding up the process.
- ▶ Check with your designated dental schools to make sure you fulfill all their individual **supplemental application requirements within 2 weeks of receipt.**
- ▶ **[APPLY EARLY!](#)** We suggest **submitting your application during the summer.** Do not wait until deadlines approach to submit your application. Each dental school has its own application deadline. ADEA AADSAS does not send your application to a school if your application is received by ADEA AADSAS after the school's deadline.

When You Should Contact a Program Directly

- ▶ [ADEA AADSAS](#) can assist with application-related questions. Many of your questions can be answered from the chat located on the bottom right of your application.
- ▶ For all other inquiries, including the following, please contact your program directly:
 - Admission requirements and policies
 - Deadline requirements
 - Prerequisites
 - Supplemental materials
 - Requirements regarding the identity of evaluators
 - Status of your application after it has been verified
 - Admission decisions and interview questions
 - Content and duration of a particular school's program



Chat button located in the bottom right on every page of your ADEA AADSAS

A Note About Etiquette

- ▶ ADEA AADSAS expects all applicants to exhibit professionalism when contacting customer service. Applicants must identify themselves properly and honestly, as information cannot be provided to parents, spouses, family members, or friends. Misrepresentation of identity and/or dishonest, threatening, or offensive communication will not be tolerated.

Changes in ADEA AADSAS for 2023-24 Cycle

- ▶ **In Progress:** Applicants with an application status of “In progress” can now update their experiences after submission.
- ▶ **Application Initialization:** Added a question about the applicant’s current location.
- ▶ **Citizenship Information:** Added a Canadian Residency Information section to collect legal province of residence information.
- ▶ **High School Attended:** Applicants can search for their high school in a pull-down list instead of typing the name of your school.
- ▶ **Preferred Name:** Added a Preferred Name question.
- ▶ **Phonetic Name:** Added a phonetic name question to assist admissions staff to pronounce applicants’ names correctly.

ADEA AADSAS Background Checks

▶ Overview

- ▶ Background checks vary widely from program to program. Some programs require applicant background checks prior to acceptance, while others require these checks as a condition of matriculation. For questions about background checks – including when in the application process this must be completed – contact each of your programs directly.
- ▶ Background checks reflect all prior convictions, guilty pleas, city ordinance citations (such as public intoxication), illegal possession(s) including possession of alcohol under the legal age, payments of fines (**including those for traffic violations**), and in some cases, prior records thought to have been expunged. **Note that in some states, common traffic violations can be considered misdemeanors.**
- ▶ Programs that Require Background Checks: ADEA AADSAS has partnered with [Certiphi Screening](#) to offer participating programs the option of a national criminal background check (CBC) process for accepted applicants. If you receive an offer of admission from a CBC participating program, Certiphi Screening will email you with instructions on how to complete the background check process. Receipt of this email indicates that the CBC is required as part of your acceptance to the program.
- ▶ Fee Payment: Before a CBC can be completed, you must pay a required fee of \$75 USD.

CHECKLIST

- AADSAS Opens: For this cycle, ADEA AADSAS “soft opens” on **May 9, 2023**, allowing applicants to start the 2023-2024 application three weeks prior to the official opening. For applicants, this added preparatory time ends the pressure to submit same-day, resulting in applications at-the-ready for submission on **May 30, 2023**. Before this date you should have:
 - ❑ Completed all your pre-DAT prerequisite courses listed on the Pre-Dent Quick Facts Sheet
 - ❑ Generated a [DENTPIN](#).
 - ❑ Taken or scheduled the DAT ([Prometric Testing Center](#)).
 - ❑ Asked your four evaluators to write letters of recommendation, based on the requirements of your target dental programs. Our office does not provide advisor or committee letters.
 - ❑ Set-up Interfolio for your letters of recommendation ([Interfolio Website](#) ***See slide 58 of the PPT) if you are collecting your letters prior to the application cycle.
 - ❑ Completed a 4500-character personal statement (***See slides 77-78 of this PPT). You should have worked with your designated [UGA Career Center](#) consultant to develop your personal statement.
 - ❑ Compiled a resume for reference. The UGA Career Center has [resources](#).
 - ❑ Documented your shadowing hours with a general dentist (***See slides 63-74 of this PPT). ADEA AADSAS does not collect any documentation for the experience sections. If any schools require documentation, it should be submitted directly to them.
 - ❑ Filled out the [Experience Excel Worksheet](#) or used the [Professional Planner App](#) (iPhone) so that you can copy and paste the information into the application once it opens.
 - ❑ Printed out an unofficial transcript to help you list your courses within the application service. UGA unofficial transcripts are available to current, active students in Athena under the Student Information Menu. Click [here](#) for instructions.
 - ❑ Re-applicants should download a PDF of the last cycle application when prompted during the information transfer process. Look [here](#) for a breakdown of items that will and will not transfer to a new cycle.

FEE ASSISTANCE PROGRAM

Applicants requesting [fee assistance](#) must submit supporting documents electronically. Paper documents will not be accepted and if received by ADEA AADSAS will be destroyed and not returned to you.

A limited number of fee waivers are provided to qualified applicants on a first-come, first-served basis. Each fee waiver covers the initial application fee and two additional program designations, for a total of three designations. If you wish to apply to additional programs, you are responsible for the remaining balance. If you received a fee waiver during a previous cycle, you may still apply for another in the next cycle.

You may request a fee waiver as soon as you create an application, but keep in mind that fee waiver funds can be quickly depleted.

To view the fee assistance program instructions, qualifications, and submission requirements, review the [ADEA AADSAS Fee Assistance Program \(FAP\) document](#). For any questions, contact ADEA at FAPAADSAS@adea.org.

All decisions regarding approval or denial of fee assistance for the 2023-2024 ADEA AADSAS application will be provided on or after May 30, 2023 when the cycle opens for application submission. At that time, applicants will have 14 days to use the awarded funds. Please note that only US citizens and permanent residents are eligible for the ADEA AADSAS Fee Assistance Program.

ARE YOU RE-APPLYING?

► Overview

- You can use an existing account from a previous cycle to re-apply in the current cycle. You also keep the same CAS ID number from the previous cycle. To avoid processing delays and difficulties, do not create a new account. Duplicate accounts and any documents associated with those accounts are deleted.

1. Log in to the application. A welcome screen appears; confirm you want to begin the re-application process by clicking **Start Reapplication**.
2. Ensure your profile information, including your contact information, is correct.
3. Decide if you want to copy application data. Your selection cannot be changed.

► If You Choose to Start a Fresh Application

- The data from your previous application cycle is wiped clean and you proceed with a blank application. You will receive a new CAS ID number if you create a new account.

The screenshot displays the 'Welcome Back' screen for re-applicants. It outlines the process steps: 1. Confirm Your Profile Information, 2. Decide if You Want to Copy Application Data, 3. Choose Your Programs, and 4. Review Application Sections. A 'Ready To Begin?' section features a prominent 'Start Reapplication' button. Below this, a progress bar shows three steps: 'Your Profile' (completed), 'Copy Application Data' (current step), and 'Reviewing Your Application'. The 'Copy Application Data' screen offers two options: 'Start a Fresh Application' and 'Copy Application Data'.

Welcome Back

As a previous applicant to ADEA AADSAS, you can speed up the application process by copying data from your previous application. Whether you submitted an application or started an application but did not complete the application process, this time saving process applies to you.

Confirm Your Profile Information

Step 1 in the re-applicant process is to confirm your profile information. Make any necessary updates to your Name, Contact Information and Account Information.

Decide if You Want to Copy Application Data

Step 2 in the re-applicant process is to decide if you want to copy data from a previous application. You will be able to review all of the application sections and decide what you want to copy. Or, you can start with a blank application to clear out all previous application information.

Choose Your Programs

Once you have updated your profile and decided which application data to copy, you will start your new application. The first step is selecting the programs to which you want to apply.

Review Application Sections

Every section of the application for which you choose to copy application data will initially be marked with the ! icon. You will need to visit each of these application sections to confirm the data is accurate or make updates.

Ready To Begin?

Start Reapplication

Decide if You Want To Copy Application Data

Step 2 in the re-applicant process is to decide if you want to copy data from a previous application. Whether you previously submitted an application or started an application but did not complete the application process, you can copy data to save time with this application. Select **Copy Application Data** to move to the next step. On the next screen, you will be able to review all of the application sections and decide what you want to copy and where you would prefer to start fresh.

Copying previous data is a great way to get a head start on your application. The copy process may take some time - you will receive an email when your new application is ready for you to work on.

If your previous application was a test application or you would prefer to start with a blank application, select **Start a Fresh Application** to clear out all application information. You cannot undo the Start a Fresh Application decision, so please be sure you want to wipe out all previous application entries before selecting this option.

Start a Fresh Application **Copy Application Data**

ARE YOU RE-APPLYING Cont.

► If You Choose to Copy Application Data

- Information such as coursework, official test scores, attached transcripts, etc. can be copied into the new application. Letters of evaluation, essays, payments, and program-specific information cannot be copied into the new application. [Here](#) is a table of what can and cannot be copied to the new application
 1. Select the information you want to carry over. Unselected items will not carry over and cannot be recovered, so ensure your selections are complete before clicking **Save and Continue**.
 2. A notification alerts you that every section of the application for which you choose to copy application data will require your review. You will need to review each application section to confirm the data is accurate. Click **Continue**.
 3. A second notification provides instructions for accessing a PDF copy of your previous application. This PDF is only available if you submitted an application last cycle. Download the PDF before clicking **Continue**.
 4. Your selected data will begin copying to your new application. This can take up to 24 hours to complete and you will receive an email once the application is ready.
- To successfully copy official test scores, the name and date of birth on your new application must match the name and date of birth on your original application. Note that it can take several days for the matching process to complete.
- If you have a difference in name and date of birth, contact customer service to have your scores manually copied into your application.

Select Application Data to Copy

Select all of the application sections for which you wish to copy application data. Any data you entered previously will be carried forward.

Colleges Attended and Transcript Entry will not be editable for applicants who were Verified in a previous application. You will be able to edit in progress degrees and coursework, and add new degrees and coursework. If you did not progress far enough in your previous application to be Verified, all information in Colleges Attended and Transcript Entry will be editable. All other sections of the application will be editable.

Personal Information

<input type="checkbox"/>	Biographic Information
<input type="checkbox"/>	Contact Information
<input type="checkbox"/>	Citizenship Information
<input type="checkbox"/>	Parent/Guardian
<input type="checkbox"/>	Race & Ethnicity
<input type="checkbox"/>	Other Information

Academic Information

<input type="checkbox"/>	High School Attended
<input checked="" type="checkbox"/>	Colleges and Universities Attended
<input checked="" type="checkbox"/>	Transcript Entry
<input type="checkbox"/>	Standardized Tests

Supporting Information

<input type="checkbox"/>	Experiences
<input type="checkbox"/>	Achievements
<input type="checkbox"/>	Licenses

Save and Continue

ARE YOU RE-APPLYING Cont.

▶ Downloading Last Cycle's Application

- ▶ A PDF of last cycle's application is only available if you submitted that application to at least one program.
 1. Click on your name in the upper right corner of the application, then select **View Payment History**.
 2. Click **View Order Details** next to the payment.
 3. Click **Download PDF**.

▶ Updating Coursework

- ▶ If you completed additional coursework since the last cycle:
 1. Update the **Colleges Attended** section to include changes to dates, degree statuses, and schools.
 2. Update your coursework. Coursework that was verified in the previous cycle will be locked in the current cycle; however, you can add, edit, and deleted unverified courses, including those listed as planned/in-progress.
 3. Request updated transcripts for new coursework or new awarded degrees (this include degrees that were listed as "expected" last cycle and have now been updated to "awarded"). These transcripts are required and should be requested after you finish updating your coursework.

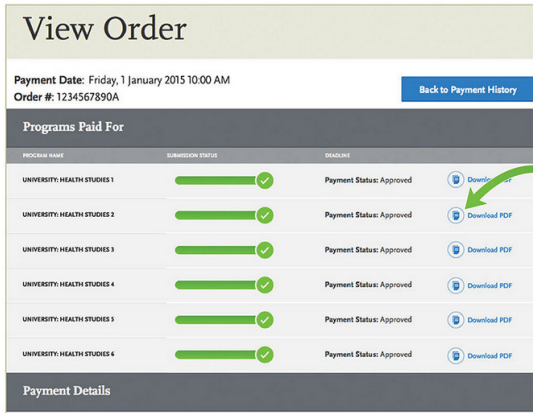
▶ Verifying New Coursework

- ▶ Once your application is completed, it is placed in queue for verification. Although there may be less information on your application to be verified, the standard verification processing timelines still apply.

View Previous Application PDFs

Application PDFs are available for download within the application. From the application header go to the Payment History page to download PDFs. If you submitted a previous application and want to review details, downloading a PDF will allow you to see what you previously entered. If you did not complete the application process, you will be able to download PDFs for your new application as you submit your new application.

Ready to begin? Select **Continue** to begin your new application. To get started, you will first select the programs to which you want to apply.



The screenshot shows a 'View Order' page with the following details:

- Payment Date: Friday, 1 January 2015 10:00 AM
- Order #: 1234567890A
- Back to Payment History button
- Section: Programs Paid For
- Table with columns: PROGRAM NAME, SUBMISSION STATUS, DEADLINE, Payment Status: Approved, and Download PDF icon.
- Table rows: UNIVERSITY HEALTH STUDIES 1 through 6.
- Payment Details section at the bottom.

Click on the icon to download a copy of that program's PDF

Continue

Creating a New ADEA AADSAS Account

▶ Account Basics

- When creating an account, consider the following:
 - Create only one account to avoid processing delays and difficulties. Duplicate accounts and any documents associated with those accounts are deleted.
 - For your own security, do not share your password or account information with anyone.
 - Usernames and passwords are case-sensitive.
 - Use an email address that you check frequently to avoid missing important updates.

Reset Your ADEA AADSAS Password:

Your password information is not accessible by customer service. To retrieve your password, use the **Forgot your username or password?** link on the login page. You will receive an email prompting you to reset your login information. Passwords must be a minimum of eight characters and include a number, capital letter, lowercase letter, and a special character.

ADEA | THE VOICE OF DENTAL EDUCATION

Welcome to ADEA AADSAS®

Welcome!

ADEA AADSAS® (ADEA Associated American Dental Schools Application Service) is the centralized application service for most U.S. and Canadian dental schools. ADEA AADSAS simplifies the application process, as you can submit one standardized application instead of individual applications to each program.

Review the [COVID-19 updates and FAQs](#) related to your application.

Sign in with your username and password below.

Username

Password

Sign In

Create an Account

[Forgot your username or password?](#)

[Reapplying to ADEA AADSAS?](#)

Creating a New ADEA AADSAS Account

▶ New Account Instructions

- To create your account, you must select at least one program to which to apply. Once your account is established you may add or remove programs as needed before you submit your application. To create an account:
 1. From the application home page, click **Create an Account**.
 2. Complete the required fields, agree to the terms and conditions, then click **Create my account**.*
 3. A message appears that your account was successfully created. Click **Continue**.
 4. Use the arrows to review helpful information. When you're ready, click **Start Your Application!**
 5. Use the filters to find and select the programs to which you want to apply. Note that you can go back and change these selections at any point before you submit your application.
 6. When you are finished selecting your programs, click **I am Done, Review My Selections**.
 7. Review your selections, then click **Continue To My Application** to view your dashboard.
- You must enter your first and last name. If you only have one name, enter it in the applicable name field (i.e., first name or last name), then:
 - Enter **FNU** if your first name is unknown.
 - Enter **LNU** if your last name is unknown.
- Once your account is created, you receive a CAS ID number. This appears in the top right corner of your application. If you need to contact customer service, provide this number to them so they can quickly find your application.

Selecting ADEA AADSAS Programs

▶ Before Selecting a Program

- **Check the program's deadline requirements.** Ensure you have enough time to apply. Determine if ADEA AADSAS or your program requires evaluations, transcripts, or other supplementary materials – if so, these must be received prior to the deadline for your application to be considered complete. Once your application is complete, it takes on average two weeks to be verified.
- **Confirm your eligibility.** Research the program and determine if you are eligible to apply. Contact the program directly if you have any questions regarding your eligibility. We do not verify prerequisites and requirements; it is your responsibility to ensure you are eligible.
- **Confirm that the program still has seats available.** Some programs fill their classes prior to their posted deadline, even if they do not specifically state they offer rolling admissions. We strongly encourage you to contact your programs and ensure seats are still available before submitting your application. ADEA AADSAS cannot offer refunds if a school you selected has already filled its class, nor can they transfer the payment to another program.

Selecting ADEA AADSAS Programs

▶ **Selecting a Program**

1. Click **Add Program** at the top of the application home page.
 2. Use the filters to locate the programs you are interested in applying to.
 3. Click the plus sign next to a program to add it to your program list. If you want to remove a program and only have one selected, you need to add the second program before you can remove the first one.
 4. Continue adding programs as desired.
 5. Begin filling out the application. Before submitting, be sure to review your program list to make sure you are applying to all your intended programs.
- ▶ Note that by submitting your application, you are committing to applying to your selected programs. You cannot substitute or remove submitted programs after submissions. Additionally, ADEA AADSAS does not offer refunds for selections made in error and they do not transfer payments to another program.
- ▶ After submission, you can continue to add and apply to programs until February 2, 2024.

Deleting ADEA AADSAS Programs

- ▶ You can remove a program(s) at any time prior to submitting the application; however, any information entered in the **Program Materials** section will be lost and cannot be retrieved or transferred. Information in the **Personal Information**, **Academic History**, and **Supporting Information** sections will be retained for any programs to which you choose to submit.
- ▶ Once you submit your applications, you cannot remove any programs. To withdraw yourself from consideration for admission to a program, contact the program directly. Note, however, that ADEA AADSAS does not offer applicant refunds for any reason.
- ▶ *Note that your application must always have at least one program selected. If you want to change or remove a program prior to submission, be sure to select a new program first.*
- ▶ **From the Add Program Page**
 1. Click **Add Program** at the top of the page.
 2. Click the checkmark next to the program name.
 3. Click **Delete** to confirm.
- ▶ **From the Submit Application Page**
 1. Click **Submit Application** at the top of the page.
 2. Click the trash can icon next to the program you want to remove.
 3. Click **Yes, Delete this Program**.

Filling Out Your ADEA AADSAS Application

Personal Information Section

Once the application **opens on May 9, 2023**, the **FIRST** thing you should do is enter your personal information. This section includes Agreement Statements, Biographic Information, Contact Information, Citizenship Information, Environmental Factors, Parent/Guardian, Race & Ethnicity, and Other information.

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

Welcome to the ADEA AADSAS application (save this email!) Today

[View My Notifications](#)



Personal Information

0/8 Sections Completed

Agreement Statements

Biographic Information

Contact Information

Citizenship Information

Environmental Factors

Parent/Guardian

Race & Ethnicity

Other Information

ADEA AADSAS Agreement Statements

▶ Overview

- In this section, you must review and respond to the following release statements in order to submit your application. Once you submit your application, your responses cannot be edited. Please review these instructions and the content of the statements carefully. It is your responsibility to read and understand these statements before responding to them. If you have any questions regarding these statements, contact customer service at 617-612-2045 for clarification before making your selections.

▶ ADEA AADSAS Applicant Agreement

- Review the ADEA AADSAS Applicant Agreement Statement carefully. This statement serves as a contractual agreement between you and ADEA AADSAS. You must agree to these terms in order to submit your application.

▶ Release Statements

- Click the checkbox to confirm that you give permission for ADEA AADSAS to release your application materials to the programs that you designate. Each program may use your application information for admission purposes and otherwise in accordance with such program's policies. For information regarding a program's policies, see the program's website or contact the program directly. To the fullest extent permitted by applicable law, ADEA AADSAS excludes all liability arising from the use of your information by any program.

▶ Pre-Submission Release of Name and Contact Information

- Selecting **Yes** for this release authorizes ADEA AADSAS to release your name and contact information to your selected programs **before** you submit your application. Your programs will be able to send you important information about their admissions process before you complete your application.

▶ Release of Information to Health Professions Advisors

- Selecting Yes for this release allows ADEA AADSAS to release certain information to health profession advisors and health profession advisory committees at schools you previously attended. This information includes some application information, including your GPA, the names of the dental programs to which you applied, and which program, if any, you matriculate into. They will not see documentation such as transcripts or letters of evaluation.
- If you select No, ADEA AADSAS will not release your information to advisors. We encourage you to authorize this release, as it is useful to advisors assisting you and other future applicants; however, it will not affect the consideration given to your application.

▶ ADEA AADSAS Additional Usage Terms

- Click the checkbox to confirm your agreement with [additional usage terms](#).

Biographic Information

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My Application

Biographic Information

Enter biographic information in this section. Some fields pull in the information you entered when you created your account. Confirm that what appears here is correct; click the [Profile Section](#) link to make changes. Visit the [Applicant Help Center](#) for more information.

You can edit this section after you submit your application.

When completing the ADEA AADSAS application, please do not use all uppercase letters.

* Indicates required field

1/8 Sections Completed

- Agreement Statements
- Biographic Information**
- Contact Information
- Citizenship Information
- Environmental Factors
- Parent/Guardian
- Race & Ethnicity
- Other Information

Your Name

To make changes to your name, go to the [Profile Section](#)

First or Given Name

Middle Name

Last or Family Name

Suffix (Jr., Sr., III, etc.)

Alternate Name

Do you have any materials under another name (for example, a maiden name, middle name, or nickname)?

Yes No

Sex

What is your biological sex?

Female Male Decline to State

Gender Identity

I identify as:

Birth Information

Date of Birth

Country

City

State/Province

County

Click Here for
Biographic Information
Instructions

Contact Information

▶ Current Address

- Enter the address where you want to receive mail correspondence. Be sure to keep this section up-to-date as you complete and submit your application. If you anticipate a change of address, enter the date through which your current address is valid.
- Note: to ensure applicants are entering consistent data for some questions, this application uses pre-populated answer options that are maintained by the [International Organization for Standardization \(ISO\)](#). For example, country answer options are derived from [ISO 3166](#), which is the international standard for country codes and codes for their subdivisions.
- If you don't have a mailing address, you can list the address of a relative or friend, with their permission. If you find more permanent housing in the future, please update it in your application and with the programs you applied to.

▶ Permanent Address

- If your current address is different from your permanent address, select **No** under **Is this your permanent address?** Then, enter the address that you consider to be your permanent and/or legal residence.

▶ Phone Number

- Your phone number pulls in from the information entered when you created your account. Verify that the listed phone number and type are correct; click the **Profile Section** link to make changes.

▶ Email

- Your email address pulls in from the information entered when you created your account. Verify that what appears here is correct; click the **Profile Section** link to make changes.

The screenshot shows the 'Contact Information' page of the ADEA application. The page is titled 'My Application' and 'Contact Information'. It features a progress indicator on the left showing '2/8 Sections Completed' with a circular gauge. A sidebar on the left lists various sections: Agreement Statements, Biographic Information, Contact Information (highlighted), Citizenship Information, Environmental Factors, Parent/Guardian, Race & Ethnicity, and Other Information. The main content area is titled 'Contact Information' and includes instructions: 'Enter your contact information in this section. Keep this information up-to-date throughout the application process. Visit the [Applicant Help Center](#) for more information. You can edit this section after you submit your application.' Below this, there are two forms: 'Current Address' and 'What is your permanent address?'. Both forms have fields for Country/Territory, Street Address 1, Street Address 2, City, State/Province, County, and Zip/Postal Code. The 'Current Address' form also includes an 'Approximate Date through which current address is valid' field and a radio button question 'Is this your permanent address?' with 'Yes' and 'No' options. The 'What is your permanent address?' form is identical but without the date and question fields. Below these forms are sections for 'Phone' and 'Email'. The 'Phone' section has fields for 'Preferred Phone Number' (with a dropdown for 'Mobile') and 'Alternate Phone Number' (with a dropdown for 'Type'). The 'Email' section has a field for 'Email' (with a dropdown for 'Work') and a 'Save and Continue' button at the bottom.

Citizenship Information

Click Here for
Citizenship Information
Instructions

ADEA THE VOICE OF DENTAL EDUCATION

My Application

Citizenship Information

Enter your citizenship information in this section. Visit the [Applicant Help Center](#) for more information. If you are not a US citizen, you can edit this section after you submit your application. * Indicates required field

2/8 Sections Completed

- Agreement Statements ✓
- Biographic Information ✓
- Contact Information
- Citizenship Information**
- Environmental Factors
- Parent/Guardian
- Race & Ethnicity
- Other Information

United States Citizenship Details

- * U.S. Citizenship Status
- * Country of Citizenship
- * Do you have dual citizenship?
 Yes No

Canadian Citizenship Details

- * Canadian Citizenship Status

Residency Information

- * Legal State of Residence
- * Legal County of Residence
- * How long have you been a resident of your state?
- * How long have you lived in the U.S.?

Visa Information

- * Do you have a U.S. Visa?
 Yes No

Deferred Action for Childhood Arrivals (DACA)

Have you applied for and been accepted to DACA?

- Yes No

Environmental Factors

▶ Disadvantaged Consideration

- Indicate whether you wish to be considered a disadvantaged applicant by any of your programs that may consider such factors (social, economic, or educational). You can also enter brief information about your background that helps clarify your determination.

▶ Family Situation (US Applicants Only)

- Select your responses to questions related to your family situation.

▶ Childhood Residency

- Select your responses to questions related to the area in which you lived as a child.

▶ High School Situation

- Select your responses to questions related to your high school.

The screenshot shows a web application interface for 'Environmental Factors'. On the left is a navigation sidebar with a progress indicator 'Sections Completed' showing 0/8. The sidebar includes sections for 'Release Statement', 'Biographic Information', 'Contact Information', 'Citizenship Information', 'Environmental Factors', 'Parent/Guardian', 'Race & Ethnicity', and 'Other Information'. The main content area is titled 'Environmental Factors' and contains the following sections:

- Disadvantaged Consideration:** A question asking if the applicant should be considered disadvantaged, with radio buttons for 'Yes' and 'No'. A note refers to 'NIH criteria' for disadvantaged background.
- Family Situation (U.S. Applicants Only):** A question asking if the applicant or family members ever used federal or state assistance programs, with radio buttons for 'Yes', 'No', and 'I don't know'. Below it is a question about the family's income level during the majority of the applicant's life from birth to age eighteen, with a dropdown menu.
- Childhood Residency:** A question about the type of geographic area where the applicant was raised, with a dropdown menu. Below it is a text area for a 'Description of Childhood Residency' with a character count of 0/250.
- High School Situation:** Two questions about high school graduation from a low percentage of seniors and students, each with radio buttons for 'Yes', 'No', and 'I don't know'. Below them is a question about the state attended high school, with a dropdown menu.
- Relatives in Dentistry:** A question asking if the applicant has any relatives who are dentists, dental hygienists, or have studied dental assisting, with radio buttons for 'Yes' and 'No'.

At the bottom of the form is a blue button labeled 'Save and Continue' with a checkmark icon.

Environmental Factors Cont.

▶ **Relatives in Dentistry**

- ▶ In this section, you can enter information about your relative(s) in dentistry, including their role within your household, school attended, and degree(s). This information is only used for data and recruitment purposes.

▶ **Add a Relative**

1. Select the relationship between you and the relative.
2. Enter his/her first and last names.
3. Enter his/her school attended.
4. Select the type of degree or certification he or she earned or anticipates earning.
5. Select his/her graduation date, if applicable.
6. Add additional relatives, as needed.
7. Click **Save and Continue**.

Parent/Guardian

Click Here for
Parent/Guardian
Instructions

ADEA THE VOICE OF DENTAL EDUCATION

My Application

Parent/Guardian

You may update this information at any time prior to submission. Once you have submitted, the information on this page cannot be edited. ✕

Sections Completed 2/8

- Agreement Statements
- Biographic Information
- Contact Information
- Citizenship Information
- Environmental Factors
- Parent/Guardian**
- Race & Ethnicity
- Other Information

* Indicates required field

Parent Info

Relationship to Applicant

First Name

Last Name

Gender

Male Female Decline to State

Living?

Yes No Don't Know

Occupation

Occupation

Parent Residency

Country of Legal Residence

United States Canada Other

State/Province

County

Parent Education

Highest Education Level

Highest Education Level School

Parent Household

Is this parent in your primary household?

Yes No

Your primary household is where you lived during the majority of your life from birth to age eighteen.

Race & Ethnicity

Programs fully recognize the importance of diversity in their student body and in the workforce. Accordingly, programs strongly encourage applications from persons from all socioeconomic, racial, ethnic, religious, and educational backgrounds and persons from groups underrepresented in the profession. Please select any and all of the options in this section which you feel best apply to you. Please note that this section is used for statistical purposes only and in no way affects your application or financial aid eligibility.

Ethnicity

Indicate whether you consider yourself to be of Hispanic or Latino origin. This question is optional.

Race

Select one or more of the groups of which you consider yourself to be a member. This question is optional.

The screenshot shows the ADEA application interface. At the top left is the ADEA logo with the tagline 'THE VOICE OF DENTAL EDUCATION'. Navigation links for 'My Application' and 'Add Program' are at the top right. A progress indicator shows '2/8 Sections Completed' with a circular graphic. A sidebar on the left lists application sections: Agreement Statements, Biographic Information, Contact Information, Citizenship Information, Environmental Factors, Parent/Guardian, Race & Ethnicity (highlighted), and Other Information. The main content area is titled 'Race & Ethnicity' and contains instructions: 'Select any and all of the options in this section which you feel best apply to you. Note that this section is used for ADEA AADSAS statistical purposes only and in no way affects your application or financial aid eligibility. Visit the Applicant Help Center for more information.' Below this, a note states 'Once you submit your application, you cannot edit this section.' A legend indicates '* Indicates required field'. The 'Ethnicity' section asks 'Do you consider yourself to be of Hispanic/Latino origin?' with a dropdown menu. The 'Race' section asks 'Please select one or more of the following groups in which you consider yourself to be a member.' and lists five options with checkboxes: American Indian or Alaska Native, Asian, Black or African-American, Native Hawaiian or Other Pacific Islander, and White. A 'Save and Continue' button is at the bottom right.

ADEA THE VOICE OF DENTAL EDUCATION

My Application Add Program

Race & Ethnicity

Select any and all of the options in this section which you feel best apply to you. Note that this section is used for ADEA AADSAS statistical purposes only and in no way affects your application or financial aid eligibility. Visit the [Applicant Help Center](#) for more information.

Once you submit your application, you cannot edit this section.

* Indicates required field

Ethnicity

Do you consider yourself to be of Hispanic/Latino origin?

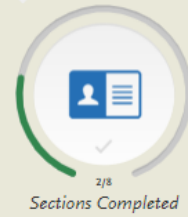
Race

Please select one or more of the following groups in which you consider yourself to be a member.

- American Indian or Alaska Native
- Asian
- Black or African-American
- Native Hawaiian or Other Pacific Islander
- White

Other Information

Click Here for
Other Information
Instructions



2/8
Sections Completed

Agreement Statements ✓

Biographic Information ✓

Contact Information

Citizenship Information

Environmental Factors

Parent/Guardian

Race & Ethnicity

Other Information

Other Information

Enter your responses to these additional questions. Visit the [Applicant Help Center](#) for more information.

Once you submit your application, you can update Infractions only if you submitted your application with an answer of No.

* Indicates required field

DENTPIN

* DENTal Personal Identifier Number: (DENTPIN@: 99999999)
[Click here to obtain your DENTPIN@.](#)

The DENTPIN® (DENTal Personal Identifier Number) is a unique personal identifier required for applicants involved with the U.S. dental education system and standardized testing programs. You must enter the correct DENTPIN when completing your application. An incorrect DENTPIN will delay the delivery of your official test scores to your designated dental schools/programs. Make sure to verify your DENTPIN before submission.

Program Plan/Intent to Apply

* Indicate when you plan to begin dental school. I plan to begin:

Language Proficiency

* What is your First Language?

+ Add Another Language

Military Status

Indicate your anticipated United States Military status at the time you enroll:

License Infraction

* Have you ever had any certification, registration, license or clinical privileges revoked, suspended or in any way restricted by an institution, state or locality?

Yes No

Academic Infraction

* Have you ever been disciplined for academic performance (e.g. academic probation, dismissal, suspension, disqualification, etc.) by any college or school?

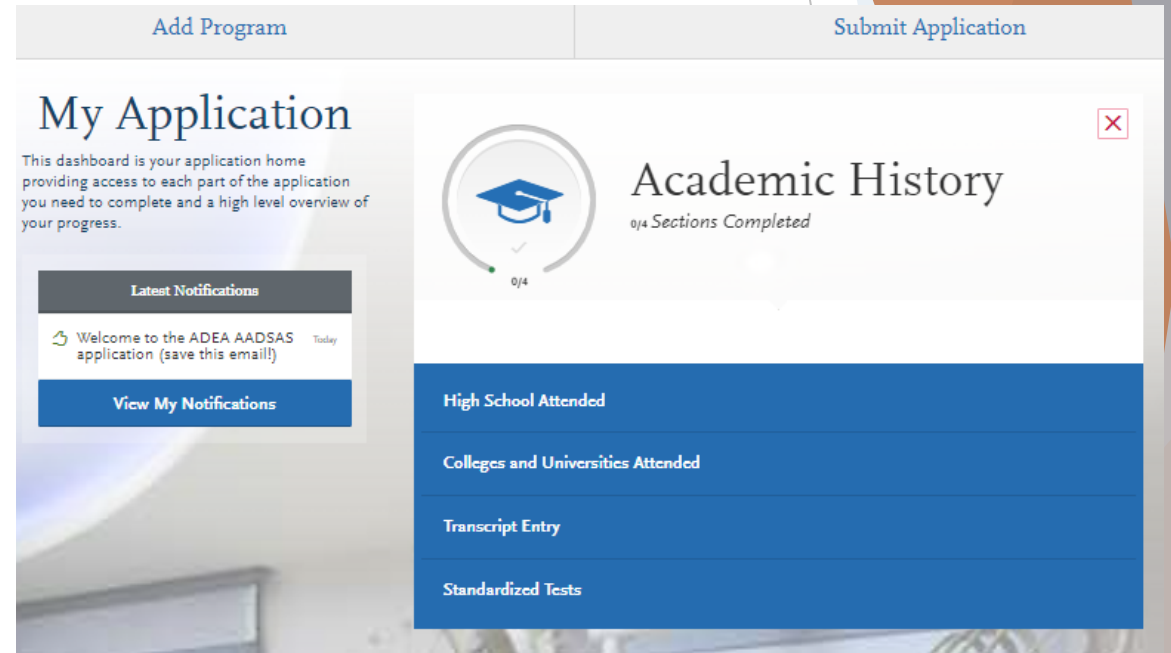
Yes No

* Have you ever been disciplined for student conduct violations (e.g. academic probation, dismissal, suspension, disqualification, etc.) by any college or school?

Yes No

Academic History

- ▶ This section is where you input the colleges you attended. Additionally, you can provide information about tests you have taken or plan to take, such as the DAT.
- ▶ In this section, **ONLY** complete the **High School Attended** and **Colleges and Universities Attended** sections for now.



The screenshot displays the 'My Application' dashboard for ADEA AADSAS. At the top, there are two buttons: 'Add Program' and 'Submit Application'. The main heading is 'My Application', with a sub-heading 'Academic History' and a progress indicator '0/4 Sections Completed'. Below this, there is a 'Latest Notifications' section with a message: 'Welcome to the ADEA AADSAS application (save this email!)' dated 'Today', and a 'View My Notifications' button. On the right, there is a vertical list of application sections: 'High School Attended', 'Colleges and Universities Attended', 'Transcript Entry', and 'Standardized Tests'.

High School Attended

1. Click **Add Your High School**.
2. Enter the name of your high school, the city and state where it is located, and graduation date, if applicable.
 - If you attended multiple high schools, only list the high school that you graduated and received a high school diploma from.
 - If you attended a high school outside of the United States, select **International**.
 - If you received your GED, please list GED as the name of the high school you attended, and the city/state which awarded your GED degree.
3. Click **Save This School**.

The screenshot shows the ADEA application interface. At the top left is the ADEA logo with the tagline 'THE VOICE OF DENTAL EDUCATION'. Below the logo is a circular progress indicator with a graduation cap icon and the text '1/4 Sections Completed'. To the right of the progress indicator is a navigation menu with 'My Application' and 'Add Program'. The main heading is 'High School Attended'. Below this is a sidebar with four options: 'High School Attended', 'Colleges and Universities Attended', 'Transcript Entry', and 'Standardized Tests'. The 'High School Attended' option is selected. The main content area is titled 'Add Your High School' and contains a form with the following fields: 'What high school did you attend?' (text input), 'City' (text input), 'State' (dropdown menu), and 'Did you graduate from this high school?' (radio buttons for 'Yes' and 'No'). A 'Save This School' button is at the bottom of the form. A small asterisk indicates required fields.

Colleges and Universities Attended

- ▶ **Report all institutions attended regardless of their relevance to the programs you are applying to.** Failure to report an institution may cause your application to be undelivered. This can significantly delay the processing of your application. Report all institutions attended, including but not limited to:
 - ▶ courses taken in high school for college credit
 - ▶ summer courses
 - ▶ community college courses
 - ▶ US military academies (note that this does not include courses on SMART or JST transcripts)
 - ▶ post-baccalaureate, graduate, and doctoral work
 - ▶ study abroad, Canadian, and foreign work, etc.
- ▶ **List all institutions on your application** even if the coursework completed there was transferred to another institution.
- ▶ **Report each institution only once**, regardless of the number of degrees earned or gaps in the dates of attendance.
- ▶ **Request official transcripts** for each institution to be sent to ADEA AADSAS (see slide 35 of this PPT) .

Adding a College or University

1. Click **Add a College or University**.
 2. Type and select your college or university. It may take several tries to find your school, especially if it shares its name with others or could be spelled differently. For example, if you attended "Saint John's University," you may need to try "Saint John," "St. John," or "St John" (no period) to bring the school up on the list. If you exhausted all options and it does not appear, select **Can't find your school?**
 - If you select **Unlisted French Speaking Canadian Institution or Other Foreign Institution**, select the school's country from the drop-down.
 3. Select if you obtained (or plan to obtain) a degree from the selected institution.
 - If you earned or plan to earn a degree, provide details about the earned or expected degree.
 - If you have a double major, select the checkbox to enter your second major. Note that you can only enter one minor.
 - Click **Add another Degree** to add additional degrees for this same college or university.
1. Select if you are still attending your institution. Enter dates of the first and last (if applicable) terms you attended. Be sure to only enter each college or university you attended once, regardless of gaps in your attendance there.
 2. Click **Save** to complete the entry.

The screenshot shows the ADEA application interface. At the top, there's a navigation bar with 'My Application' and 'Add Program'. Below that, a sidebar on the left has tabs for 'High School Attended', 'Colleges and Universities Attended', 'Transcript Entry', and 'Standardized Tests'. The main content area is titled 'Colleges and Universities Attended' and contains a form for adding a new institution. The form includes a search field with 'UNIVERSITY OF GEORGIA' entered, a section for degree information with radio buttons for 'Degree Awarded' and 'Degree In Progress', a checkbox for 'Check if you were a double major', and a section for term system with radio buttons for 'Quarter', 'Semester', and 'Trimester'. There are also radio buttons for 'Are you still attending this college or university?' and a date selection section for 'When did you attend this college or university?' with dropdown menus for 'Semester', 'Month', and 'Year'. A 'Save' button is at the bottom.

Sending Transcripts

- ▶ For each college or university entered, click **Order** and select if you are ordering electronic transcripts (recommended) or submitting a transcript via mail. See [Sending Official Transcripts to ADEA AADSAS](#) for more information.
- ▶ Note that if you attended a foreign college or university – and depending on your program's requirements – you may be required to send a foreign evaluation. See [Sending Official Transcripts to ADEA AADSAS](#) for more information.

For UGA transcripts, Click on **Order** and select **Parchment**. On the instruction pop-up, click **Copy** to capture your Transcript ID. **DO NOT** visit the Parchment site. It will only redirect you to the [UGA Office of the Registrar](#). You will need the Transcript ID to complete your transcript order through UGA. *See next slide.*

Colleges and Universities Attended

Report all institutions attended, regardless of:

- Their relevance to the programs you're applying to, and
- Whether the coursework completed there was transferred to another institution.

Also, report each institution only once, regardless of the number of degrees earned or gaps in the dates of attendance. Visit the [Applicant Help Center](#) for more information.

Once you submit your application, you cannot edit previously entered colleges and universities, but you can add new colleges and universities.

[Add a College or University](#)

Colleges and Universities Attended

UNIVERSITY OF GEORGIA	
August 2018 - Still Attending Semester System	Bachelor of Science Degree Earned: May 2023
Transcript Types	
Official Transcript ⓘ	Not Yet Received
	Order

⚠ Transcripts Are Required

You can submit your application before transcripts are received. However, you must submit all required documents in order to complete your application.

This application requires specific transcript types from your colleges and universities attended.

Order Your Official Transcript

University Of Georgia

Select how you want to order your official transcript.

Option 1: Order an Electronic Transcript

Option 2: Order a Mailed Paper Transcript

First, confirm with your school that they participate in one of the following e-transcript services. Then select their preferred service to order your transcript. If you cannot find your school in these services, please use Option 2 to order a paper transcript.

-  Credentials Solutions
-  National Student Clearinghouse
-  parchment

- Step 1: Search for University Of Georgia to see if your school participates.
- Step 2: Select AADSAS - American Dental Education Association (ADEA) as the recipient.
- Step 3: Include the University Of Georgia Transcript ID number, which is unique to this institution only: [3456466356-13114516-X] **Copy**
If you do not include this specific ID number, your transcript may experience processing delays.

[Visit Parchment Now](#)

[I Will Do This Later](#) | [I Ordered My Transcript](#)

Sending Transcripts, Cont.

- ▶ ADEA AADSAS only accepts electronic transcripts from Credentials Solutions, Parchment, and National Student Clearinghouse.
- ▶ UGA has Parchment imbedded in its transcript ordering platform found on MyUGA. You must pay \$8.00 by credit/debit card to order your transcript.
 - Log in to the portal <http://my.uga.edu>.
 - Select **Order Transcripts**, located under **Instant Access** (pictured, top right)
 - You will login with your student ID and password
 - Select **Transcript**
 - Search for **AADSAS** and select the proper result (pictured, bottom right)
- ▶ Students requiring the inclusion of UGA spring 2023 grades on their transcript should verify the grades are correct in Athena before placing an order. Spring 2023 grades will be available the morning of May 16, 2023.
- ▶ Students requiring transcripts with their awarded degree from UGA should verify that their degree is posted in Athena before placing an order. Spring 2023 degrees will be awarded no later than May 31, 2023.



UNIVERSITY OF GEORGIA
Office of the Registrar

1. Login or Register **2. Select Documents** 3. Order Details 4. Provide Consent 5. Billing Info 6. Review Order

Where would you like your document(s) sent?

Start by searching for your destination:
Institution Name, Acronym, Location, or Email

100 Matches Found:

INSTITUTION	LOCATION
AADSAS - American Dental Education Association (ADEA)	Watertown, MA, US <input type="button" value="SELECT"/>

Sending Transcripts, Cont.

- ▶ You will need to attach your ADEA AADSAS University of Georgia Transcript ID to your transcript order from the UGA Office of the Registrar.
 - Copy the Transcript ID on the ADEA AADSAS transcript ordering page (see instructions on Slide 36).
 - Click on the **Continue** button under the transcript destination of AADSAS-American Dental Education Association
 - In the “Additional Information Needed” pop-up, paste the Transcript ID in the space beside “Transcript Request Form Barcode”
 - Enter your date of birth and click on the **Confirm** button
 - Select “Apply for graduate admission” as the **Purpose for Request**

Additional Information Needed

Date of Birth: -- -- , ---

AADSAS - American Dental Education Association (ADEA) requires additional information to accept your e-Transcript

Transcript Request Form Barcode *

Confirm

UNIVERSITY OF GEORGIA
Office of the Registrar

1. Login or Register 2. Select Documents 3. Order Details 4. Provide Consent 5. Billing Info 6. Review Order

Product Description

Transcripts that include spring 2022 grades:

Students requiring the inclusion of spring 2022 grades on their transcript should verify the grades are correct in Athena before placing an order. Spring 2022 grades will be available the morning of May 17, 2022.

Transcripts that include degree awarded spring 2022:

Students requiring transcripts with their awarded degree should verify that their degree posted in Athena before placing an order. Spring 2022 degrees will be awarded no later than June 1, 2022.

Order an electronic copy of your official transcript. In most cases, electronic transcripts are delivered within a (business) day of placing your order. However, orders with holds are generally processed within 3 - 5 business days.

Once the delivery message has been sent, recipients have **21 days** to download an eTranscript. After 21 days, the link provided in the delivery email will expire and cannot be reset.

- A forwarded eTranscript is not official. Official transcripts must be sent directly to the final recipient.
- All charges are nonrefundable.
- Transcripts will not be processed for those with flags on their account for financial obligations to the University.
- If you need assistance or have questions, please contact 706-542-4040 or email us at reghelp@uga.edu. Business hours are 8:00 a.m. to 5:00 p.m., Eastern Time, Monday through Friday. Please include your document/order number with inquiries, if applicable.
- If your transcript request requires an attachment, please make sure to attach it electronically in your request at the time of ordering. **No refunds will be issued for orders where a necessary attachment is not included at the time of ordering.**
- LSAC, AMCAS, and other transcript processing center requests will include a pop-up window with a field where you may enter your application ID number. No attachment is required.

All transcripts are printed immediately and cannot be held for future release after such things as grades and/or degrees have been posted. We recommend that active students review their unofficial transcript in ATHENA before placing an order.

Please DO NOT put your SSN in any field when placing an order.

Destination: AADSAS - American Dental Education Association (ADEA) Watertown, MA 02471

Document Name: eTranscript - \$8.00
[Switch to Mail Delivery](#)

Continue

Sending Transcripts Cont.

- ▶ Transcripts must be sent to ADEA AADSAS from all US and English-speaking Canadian institutions you listed in the Colleges Attended section of your application, even if the courses later transferred to another institution.
- ▶ ADEA AADSAS prefers electronic transcripts, but they must be from Credentials Solutions, Parchment, and National Student Clearinghouse. If other colleges you have attended do not offer any of these services, your transcript must be sent by mail. Complete instructions can be found [here](#).
- ▶ Allow 5 days for your transcripts to be sent to ADEA AADSAS and another 5 days for them to be imported into your application. If after this timeframe, your transcripts are not attached to your application, first contact your school to find out the date they were sent. Then review common [posting delays](#) and re-order the transcript.
- ▶ You are responsible for monitoring the status of an application. Notifications are not sent for any missing items. To help you keep track of your application and all materials, click **Check Status** at the top right of the application dashboard.

Transcript FAQs

- 1. If you would like more information on sending your transcripts click [here](#).**
- 2. My transfer credits are listed on my primary transcript. Do I still need to send all transcripts?**
 - You must report all colleges and universities attended and submit official transcripts, even if your transfer credits are listed on your primary transcript. [See Sending Official Transcripts](#) for more guidelines.
- 3. How do I know what my primary institution is?**
 - Your primary institution is the college or university where you earned or will earn your first undergraduate college degree.
- 4. How do I list my repeated courses?**
 - ADEA AADSAS considers a course to be repeated if you enrolled in the same course (with the same course title and prefix) again at the same college or university. Report all attempts of repeated coursework (including those that are currently in-progress or planned) and be sure to mark them as repeated during Transcript Review. Enter the number of credit hours attempted for each course, regardless of how many credits were actually earned.
- 5. Why is my ADEA AADSAS GPA different from the GPA on my transcripts?**
 - The ADEA AADSAS GPAs factor in all coursework taken, regardless of the college or university and any academic forgiveness policies. See [Calculating Your ADEA AADSAS GPAs](#) for more information.

Program Selection

- ▶ Once you have finished entering your **University** and **High School** information, head back to the **MY APPLICATION** page and choose **ADD PROGRAM** (this is the top tab next to “my application” and before “submit application.”)
 - **DO NOT CONTINUE TO TRANSCRIPT ENTRY.** It will be easier for you if you go to the Add Program section first and then return to the **TRANSCRIPT ENTRY SECTION.**
- ▶ **Before Selecting a Program**
 - **Check the program's deadline requirements.** Ensure you have enough time to apply. Determine if ADEA AADSAS or your program requires evaluations, transcripts, or other supplementary materials – if so, these must be received prior to the deadline for your application to be considered complete. Once your application is complete, it takes on average two weeks to be verified.
 - **Confirm your eligibility.** Research the program and determine if you are eligible to apply. Contact the program directly if you have any questions regarding your eligibility. We do not verify prerequisites and requirements so it is your responsibility to ensure you are eligible.
 - **Confirm that the program still has seats available.** Some programs fill their classes prior to their posted deadline, even if they do not specifically state they offer rolling admissions. We strongly encourage you to contact your programs and ensure seats are still available before submitting your application. ADEA AADSAS will not offer refunds if a school you selected has already filled its class, nor can they transfer the payment to another program.

Selecting ADEA AADSAS Programs

▶ Selecting a Program

- ▶ Click **Add Program** at the top of the application home page.
- ▶ Use the filters to locate the programs you are interested in applying to.
- ▶ Click the plus sign next to a program to add it to your program list. You must select at least one program to continue completing the application. If you want to remove a program and only have one selected, you need to add the second program before you can remove the first one.
 - If you choose the wrong program, you can click on the check mark. You will be prompted that you are about to delete that program from your application. Choose **Delete** and it will go back into the Find Program list.
- ▶ Continue adding programs as desired.
- ▶ Begin filling out the application. Before submitting, be sure to review your program list to make sure you are applying to all your intended programs.
- ▶ Note that by submitting your application, you are committing to applying to your selected programs. You cannot substitute or remove submitted programs after submissions. Additionally, ADEA AADSAS does not offer refunds for selections made in error and they do not transfer payments to another program.
 - You can add more programs later, but be sure you are within their deadlines and that they still have seats available.

School Selection

- 1st school with application \$265
- Each additional program \$115
- Some programs may have an additional supplemental fee; contact your programs to learn if they require this and how to pay it.
- Average is 10 schools
- 10 schools = \$1,415.00

APPLY EARLY!

- ▶ Applicants who submit early are more successful in being invited to interviews.
- ▶ AADSAS Processing takes 4-6 weeks before it is mailed to schools
- ▶ Under the **Submit Application** tab you can see the total cost before you confirm your application.

The screenshot shows the ADEA AADSAS application interface. At the top, there are three tabs: "My Application", "Add Program", and "Submit Application". The "Submit Application" tab is active. Below the tabs, there is a message: "If you were approved for the 2022-23 ADEA AADSAS FAP, your fee assistance covers the first three dental school programs you apply to. You must submit to at least three programs at once to redeem your full fee assistance. Otherwise, you forfeit any remaining funds and cannot use them in the future. Visit the [Applicant Help Center](#) for more information." Below this message is a yellow warning box: "Please note: Apply for the Fee Assistance Program (FAP) before you submit your application." In the center, there are two statistics: "APPLICATIONS READY FOR SUBMISSION: 0" and "TOTAL FEE(S): \$379.00". Below these statistics is a "Sort By" dropdown menu set to "Deadline". There are two school entries listed: "Dental College of Georgia at Augusta University (DCG) Doctor of Dental Medicine" with a deadline of "9/30/2022" and "University of Florida College of Dentistry (FLA) Doctor of Dental Medicine". Each entry has a progress bar and a "Submit" button. A yellow arrow points from the "Submit Application" tab to the "TOTAL FEE(S)" value.

ADEA AADSAS Transcript Entry

- ▶ After completing the **ADD PROGRAM** section head back to the **ACADEMIC HISTORY** portion of the application. Now you will choose **Transcript Entry** and begin to add in your coursework for each institution.
- ▶ For your UGA courses you may work from the unofficial transcript you can obtain free through Athena. Instructions are [here](#).
- ▶ Before you begin entering your coursework, you should review all instructions, including a video, found [here](#).

Professional Transcript Entry Service Option

Professional Transcript Entry

What is this?

- 🕒 Save time completing your application by having us enter coursework on your behalf.

How long does it take?

- 📅 Professional Transcript Entry will begin as soon as you submit your application and we receive all of your official transcripts. After you submit your application and we receive all of your official transcripts, please allow up to ten business days for us to complete your order.

Why should I use it?

- 📁 Entering coursework from multiple institutions can be a time-consuming and error-prone task.
- ⌚ Professional Transcript Entry frees you to focus on more strategic tasks, like writing your essay or gathering letters of recommendation.
- 📅 Professional Transcript Entry also improves the accuracy of coursework entry, so you can avoid any processing delays.
- 🗨️ And don't worry, you'll be able to approve all entries before they're finalized.

How much does it cost?

- 💰 It's just \$75 for up to 3 transcripts, \$100 for 4-6 transcripts, or \$150 for 7 or more transcripts.

How can I learn more?

- 🔗 [Visit the Applicant Help Center for more information on process](#), including steps you'll need to take.

* Would you like to use Professional Transcript Entry?

Yes, I'd like to have my transcripts entered

No thanks, I'll handle it myself

Continue

This optional service costs \$75 for 1-3 transcripts, \$100 for 4-6 transcripts and \$150 for 7 + transcripts. There will be a link to the professional service within the application.

PLEASE NOTE: If you end up using this service you will be required to review and sign-off on their work.

For more detailed information on this process click [here](#).

Transcript Entry

Requirements

Enter all the coursework you completed at all US and English Canadian colleges or universities attended. See **Foreign and French-Canadian Transcripts** and **Study Abroad or Overseas US Transcripts** for guidelines on foreign coursework. Note the following:

- Reporting coursework accurately is your responsibility. Since credit values, grade values, and course subjects vary widely from school to school, your programs need some type of standardization so they can accurately compare applicants. This standardization is achieved by using your coursework to create a standard set of GPAs, ensuring you are compared to other applicants fairly and equally.
- Complete the **Colleges Attended** section before entering your courses.
- Report all courses on your transcripts, not just prerequisites. Be sure to include courses from which you withdrew, repeated courses, ungraded labs, test credits, gym courses, orientations, or other non-graded courses.
- Use official copies of your transcripts. Coursework must exactly match your official transcripts; don't use an unofficial version, like a printout from your school's website. List your courses under the correct term, year, and class level. Department prefixes and course numbers must precisely match those on your transcripts.
- Enter courses under the institution where you originally took the course, exactly as they appear on the original school's transcript. Don't list courses under the school in which the credits were transferred. You may need to go back to your Colleges Attended and add a school to enter the transfer credits for.

The screenshot shows the ADEA (The Voice of Dental Education) Transcript Entry interface. The user is logged in as 'My Application' and is viewing the 'Transcript Entry' page for the 'UNIVERSITY OF GEORGIA Transcript' for 'Fall August 2018 - Still Attending'. The progress bar indicates '1/4 Sections Completed'. The left sidebar shows 'High School Attended', 'Colleges and Universities Attended' (checked), 'Transcript Entry', and 'Standardized Tests'. A video player is visible below the sidebar with the text 'Need help with Transcript Entry? Watch this video.' The main content area features a message: 'Alright, start by adding a semester.' with a '+ Add A Semester' button. Below this is a banner: 'Is entering your coursework taking too long? Save Time' with a 'tell me more' button. The 'Prerequisites Information' section lists prerequisites for 'Dental College of Georgia at Augusta University (DCG) Doctor of Dental Medicine' and 'University of Florida College of Dentistry (FLA) Doctor of Dental Medicine'. The prerequisites listed include: General Chemistry II, English, Physics I, Principles of Biology I, Organic Chemistry I, Biochemistry I, General Chemistry I, Principles of Biology II, General Chemistry, Microbiology, English, Biochemistry, Biology, Organic Chemistry, and Physics (with or without calculus).

Coursework Entry Step-by-step

Enter a Term

- Click **Start** to begin entering courses for a college or university.
- Add a semester, quarter, or trimester depending on the term system you selected in the **Colleges Attended** section.
- Select a term.
- Select a year. Options are based on the time spans you selected in the **Colleges Attended** section.
- Select an academic status. Academic status refers to your status during the term you are inputting, not your current status. Refer to the list of Academic Status definitions below for more information. If you're entering courses for a term that is currently in progress or planned, select **In Progress/Planned**.
- Click **Save**.
- Continue adding terms, as needed.

Academic Status Definitions

- **Freshman-Senior:** Applies to all college- or university-level courses taken prior to your first bachelor's degree. In general, four-year students should list one year per designation and five-year students should list their last two years as senior. Non-traditional students should label their terms as evenly as possible in chronological order.
- **Post-Baccalaureate:** Applies to undergraduate level courses taken after your first bachelor's degree is earned. If you earned a second bachelor's degree, that is considered post-baccalaureate.
- **Graduate:** Applies to master's degree- and doctorate degree-level work only, regardless of whether the degree was earned. Work such as that taken in pursuit of a Ph.D, MD, PharmD, JD, JurisD, LL.D, DC., etc. are considered doctorate degree-level.

Transcript Entry

UNIVERSITY OF GEORGIA Transcript
Fall August 2019 - Still Attending

* Indicates required field

*TERM	*YEAR	*ACADEMIC STATUS	*COMPLETION STATUS
Spring	2019	Freshman	Completed

Transcript Entry

UNIVERSITY OF GEORGIA Transcript

Fall August 2019 - Still Attending

* Indicates required field

Spring 2019 Freshman

* COURSE CODE	* COURSE TITLE	* SUBJECT	* CREDITS	* GRADE	CAS GRADE
ENGL 1101	Engl Comp I	English	3.00	CR	None

+ Add A Course + Add A Semester

Fall 2019 Freshman

* COURSE CODE	* COURSE TITLE	* SUBJECT	* CREDITS	* GRADE	CAS GRADE
BIOL 2107H	Prin Biology 1 Honors	Biology	3.00	A	A
BIOL 2107L	Prin Biology 1 Lab Honor	Biology	1.00	A	A
CHEM 1211	Freshman Chem I	Chemistry	3.00	A-	A-
CHEM 1211L	Freshmen Chem I Lab	Chemistry	1.00	A	A
ENGL 1102	English Comp II	English	3.00	A	A
PSYC 1101	Elementary Psychology	Psychobiology	3.00	A	A
FYOS 1101	First Year Odyssey	Special Topics	1.00	A	A

+ Add A Course + Add A Semester

Fall 2022 Senior is in progress

* COURSE CODE	* COURSE TITLE	* SUBJECT	* CREDITS	GRADE	CAS GRADE
PHYS 1111	Intro Physics Mechanics	Physics	4.00		

You will enter all courses each semester as it is designated on your transcript. **DO NOT** rush through this section as you will need to select the courses you have entered for later sections.

Example Of Coursework

- ▶ **Course Code:** List the department prefix and number of the course, which will look something like this: “BIOL 1107” exactly as it appears on your transcript.
- ▶ **Course Title:** The title of the course as it appears on the transcript, which will say “Principles Of Bio I.” The course title may be abbreviated if it does not fit into the space provided and it is clear that it corresponds with the title listed on the transcript, *i.e.*, “Anatomy and Physiology I,” abbreviated to “Anat and Phys 1.”
- ▶ **Course Subject:** Make your best guess. The UGA FYOS course should be listed under “Special Topics.” Refer to the [ADEA AADSAS Course Subject List](#).
- ▶ **Credits:** Enter the number of credits for each course. A “credit” is the value of the course. For example, “BIOL 1107,” will be listed a 3.00. You will need to add BIOL 1107L as another course. Your course title would then be “Prin Biol I Lab,” and your credits would be 1.00. Remember list everything exactly as it appears on the transcript.
- ▶ **ADEA AADSAS Grade:** List the grade exactly as it appears on the official transcript. The exception is AP courses should have a grade of CR, rather than the K that is on the UGA transcript.
- ▶ For more transcript entry details click [here](#).

Coursework Entry Step-by-step

▶ Enter Courses for an In-Progress or Planned Term

▶ You should enter any courses that you are currently taking or plan to take in the near future. This is not required, but is strongly recommended, as some programs require it. Note, however, that any term containing In Progress/Planned courses cannot be marked as complete; the entire term must be marked as In Progress/Planned. Contact your programs to determine if they require planned or in-progress coursework to be listed. Once you complete in-progress courses, you can update them in the application.

1. Make sure that you selected **In Progress/Planned** for the term you're listing the course under. This alerts the system that you aren't required to enter a grade for this course.
2. Enter the course code.
3. Enter the course title. You can abbreviate it if it does not fit in the text box.
4. Select the course subject. If you're unsure, make your best guess.
5. Enter the expected course credits. Depending on the format of your credits, you may need to convert them. See the [Course Credits](#) section of the help page for more details.
6. Click **Save**.
7. Continue adding courses, as needed.

The screenshot shows a web form for entering coursework. At the top, there are four dropdown menus for selection: TERM (Fall), YEAR (2022), ACADEMIC STATUS (Senior), and COMPLETION STATUS (In Progress/Planned). Below these is a table with columns for COURSE CODE, COURSE TITLE, SUBJECT, CREDITS, GRADE, and CAS GRADE. The first row contains the following data: COURSE CODE: PHYS 1111 (with a subtext 'e.g., BIO 101'), COURSE TITLE: Intro Physics Mechani (with a subtext 'e.g., Introduction to Biology'), SUBJECT: Physics (with a dropdown arrow), CREDITS: 4 (with a subtext 'e.g., 3.00'), GRADE: 00 (with a dropdown arrow), and CAS GRADE: (with a subtext 'e.g., 85 or B' and a lock icon). Below the table are two buttons: '+ Add A Course' and '+ Add A Semester'. At the bottom right of the form are 'Cancel' and 'Save' buttons. A warning box at the bottom of the form contains the text: 'Enter your courses first. For any courses you took that fall outside of the typical academic statuses, choose Freshman. After you enter all courses, you will start Transcript Review where you will be asked to identify courses that are Repeated, Advanced Placement, Other Tests, Honors, and Study Abroad.' with a red 'X' icon.

*TERM	*YEAR	*ACADEMIC STATUS	*COMPLETION STATUS
Fall	2022	Senior	In Progress/Planned

* COURSE CODE	* COURSE TITLE	* SUBJECT	* CREDITS	GRADE	CAS GRADE
PHYS 1111 <small>e.g., BIO 101</small>	Intro Physics Mechani <small>e.g., Introduction to Biology</small>	Physics	4 <small>e.g., 3.00</small>	00	<small>e.g., 85 or B</small>

+ Add A Course + Add A Semester

Cancel Save

Enter your courses first. For any courses you took that fall outside of the typical academic statuses, choose Freshman. After you enter all courses, you will start Transcript Review where you will be asked to identify courses that are Repeated, Advanced Placement, Other Tests, Honors, and Study Abroad.

Course Selection

After you enter transcript information for all colleges attended, you will complete **Transcript Review**. In Transcript Review you will be asked to identify additional attributes about your coursework including **Primary College** and courses that are **Repeated, Advanced Placement, Other Tests, Honors, and Study Abroad**.

The screenshot shows the ADEA application portal. The top navigation bar includes 'My Application' and 'Add Program'. The main heading is 'Transcript Entry'. A progress indicator shows '1/4 Sections Completed'. A sidebar on the left lists 'High School Attended', 'Colleges and Universities Attended', 'Transcript Entry', and 'Standardized Tests'. The 'Transcript Entry' section contains instructions, a list of requirements, and a 'Review & Finalize My Transcripts' button circled in yellow. Below this, a progress bar for 'UNIVERSITY OF GEORGIA' is shown with a green checkmark and an 'Edit' button.

Transcript Review

Which one of these is your primary college or university?

Your primary college or university is the college or university where you will earn (or have earned) your first bachelor's degree.

UNIVERSITY OF GEORGIA

Continue

Primary College: The “Primary College” is the school at which the applicant earned or will earn his/her first bachelor’s Degree.

Transcript Review: Repeated Courses & AP Credit

Transcript Review

Did you repeat any classes?

If you had to repeat any of the courses you entered in your transcripts, then you should select "Yes" below.

Yes
 No

Continue

Repeated Classes: Indicate if you repeated any of your courses. Courses should only be marked as repeated if you repeated them at the same institution (i.e., you retaken the course for a higher grade). Withdrawn courses, courses taken at different schools, and courses taken multiple times for new credit (i.e., school band, physical education, etc) are not considered repeated.

Record full credit values and grades for all repeated courses. ADEA AADSAS is required to include all repeated courses in GPA calculations, regardless of an institution's or state's academic forgiveness policies.

If you repeated courses, select **Yes** and click **Continue**. Then, click the plus sign next to the repeated courses for each college or university you attended.

Transcript Review

Select Your Repeated Courses Below

Identify courses repeated from each college or university you attended. Mark all attempts to take a course as Repeated including the final attempt. ADEA AADSAS will include the credits from all attempts in your overall ADEA AADSAS GPA.

Note: courses should be marked repeated only if repeated at the same institution. If you took a course at one institution and later repeated it at another institution, it should not be marked repeated. Withdrawn courses and courses taken multiple times for new credit (such as physical education courses) are also not considered repeated.

2 COURSES SELECTED

I am Done, Continue

UNIVERSITY OF GEORGIA Transcript

2

I Am Not Adding Any Repeated Courses

Fall 2016					
	COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE
✓	CHEM 1211	Freshmen Ch	Chemistry	3.00	A
✓	CHEM 1211L	Freshm Chem	Chemistry	1.00	A-
+	MATH 2250	Calculus I for	Calculus	4.00	B+
+	PSYC 1101	Elementary Ps	Psychobiology	3.00	A
+	FYOS 1101	First Year Ody	Special Topics	1.00	A-
+	ENGL 1101	English Comp	English	3.00	B

Spring 2019					
	COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE
+	CHEM 2212	Mod Org Che	Organic Chemistry	3.00	
+	CHEM 2212L	Mod Org Che	Organic Chemistry	1.00	
+	PHYS 1112	Intro Physics I	Physics	4.00	
+	BIOS 2010	Elementary Bi	Statistics	4.00	
+	CLAS 1010	Roman Cultur	Classics	3.00	

Transcript Entry

Transcript Review

Did you receive credit for any Advanced Placement exams?

If you have any course credits fulfilled by Advanced Placement exams and clearly marked as Advanced Placement on your transcript, then you should select "Yes" below.

Yes
 No

Continue

Transcript Review

Select Your Advanced Placement Credit Courses Below

Identify course credits fulfilled by Advanced Placement exams. Select courses only clearly marked as Advanced Placement on your transcript. If you identify courses as Advanced Placement that do not match the transcript, your selection will be modified during the verification process.

You will be identifying other types of test credits (if applicable) as your next step, so please select Advanced Placement credits only.

1 COURSES SELECTED

I am Done, Continue

UNIVERSITY OF GEORGIA Transcript

1

I Am Not Adding Any Advanced Placement Courses

Spring 2019					
	COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE
✓	ENGL 1101	Engl Comp I	English	3.00	CR

Advanced Placement Credit: Indicate if you received Advanced Placement (AP) credit on the College Board Advanced Placement Exams for any of your courses.

If you received AP credit, select **Yes** and click **Continue**. Then, click the plus sign next to the advanced placement courses. Be sure to only select courses that are clearly marked as AP on your transcript.

Transcript Review: Additional Tests & Honors Courses

Transcript Entry

Transcript Review

Did you receive credit for any additional tests other than Advanced Placement exams?

If you have course credits fulfilled by tests other than Advanced Placement exams (such as CLEP, Department Exam, Institutional Exam, International Baccalaureate, and the Regents Exam) and clearly marked as a test credit on your transcript, then you should select "Yes" below.

Yes
 No

Continue

Other Test Credit: Indicate if you received credit for tests other than the AP exam, including International Baccalaureate (IB), CLEP, DANTE, Regents, or Institutional/Departmental exams (i.e., courses you "tested out of" at college or university).

If you received test credits, select **Yes** and click **Continue**. Then, click the plus sign next to the courses. Be sure to only select courses that are clearly identified as test credits on your transcript.

Transcript Entry

Transcript Review

Select Course Credits Fulfilled by Other Tests Below

Identify course credits fulfilled by tests other than Advanced Placement exams. Common test types include: CLEP, Department Exam, Institutional Exam, International Baccalaureate, and the Regents Exam. Please select courses only if they are identified on your transcript as a test credit.

1 COURSES SELECTED

I am Done, Continue

UNIVERSITY OF GEORGIA Transcript

Fall 2016						
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE		
<input checked="" type="checkbox"/>	VPHT	Elements of	Physiology	3.00	95	X
<input type="checkbox"/>	CHEM 1211	Freshman CI	Chemistry	3.00	92	
<input type="checkbox"/>	MATH 1113	Pre-calculus	Mathematics	3.00	89	
<input type="checkbox"/>	BIOL 1107	Principles of	Biology	3.00	91	
<input type="checkbox"/>	BIOL 1107L	Principles of	Biology	1.00	93	
<input type="checkbox"/>	CHEM 1211	Freshman CI	Chemistry	1.00	95	

Spring 2017						
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE		
<input type="checkbox"/>	CHEM 1212	Freshman CI	Chemistry	3.00		
<input type="checkbox"/>	CHEM 1212	Freshman CI	Chemistry	1.00		
<input type="checkbox"/>	BIOL 1108	Principles of	Biology	3.00		
<input type="checkbox"/>	BIOL 1108L	Principles of	Biology	1.00		
<input type="checkbox"/>	PSYC 1101	Elementary I	Psychology	3.00		
<input type="checkbox"/>	ARST 1080	Three-Dimer	Art	3.00		

Transcript Entry

Transcript Review

Did you take any Honors Courses?

If you had any honors courses you entered in your transcripts, then you should select "Yes" below.

Yes
 No

Continue

Honors Courses: Indicate if you took any honors courses, which are generally college or university courses taken at an honors level. These are usually designated with an "H" in the course number on your transcript. Note that earning Latin honors upon graduation does not mean your courses are retroactively considered "Honors." If you took honors courses, select **Yes** and click **Continue**. Then, click the plus sign next to the courses. Be sure to only select courses that are clearly identified as honors on your transcript.

Transcript Entry

Transcript Review

Select Your Honors Courses Below

Identify honors courses from each college you attended. To move between colleges, select the college name from the list on the left.

2 COURSES SELECTED

I am Done, Continue

UNIVERSITY OF GEORGIA Transcript

Fall 2016						
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE		
<input type="checkbox"/>	VPHT	Elements of	Physiology	3.00	95	
<input type="checkbox"/>	CHEM 1211	Freshman CI	Chemistry	3.00	92	
<input checked="" type="checkbox"/>	MATH 1113	Pre-calculus	Mathematics	3.00	89	X
<input type="checkbox"/>	BIOL 1107	Principles of	Biology	3.00	91	
<input checked="" type="checkbox"/>	BIOL 1107L	Principles of	Biology	1.00	93	X
<input type="checkbox"/>	CHEM 1211	Freshman CI	Chemistry	1.00	95	

Spring 2017						
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE		
<input type="checkbox"/>	CHEM 1212	Freshman CI	Chemistry	3.00		
<input type="checkbox"/>	CHEM 1212	Freshman CI	Chemistry	1.00		
<input type="checkbox"/>	BIOL 1108	Principles of	Biology	3.00		
<input type="checkbox"/>	BIOL 1108L	Principles of	Biology	1.00		
<input type="checkbox"/>	PSYC 1101	Elementary I	Psychology	3.00		
<input type="checkbox"/>	ARST 1080	Three-Dimer	Art	3.00		

Transcript Review: Study Abroad

Transcript Entry

Did you take any courses while studying abroad?

If any of the courses you entered in your transcripts are studied abroad, then you should select "Yes" below.

Yes No

Continue

Study Abroad: If you studied abroad, indicate the courses you took as part of your institution's study abroad program. Refer to the Sending Transcripts section for more information. If you studied abroad, select **Yes** and click **Continue**. Then, click the plus sign next to the courses.

Transcript Entry

Select Your Study Abroad Courses Below

Identify courses you studied abroad from each college you attended.

To move between colleges, select the college name from the list on the left.

2 COURSES SELECTED

I am Done, Continue

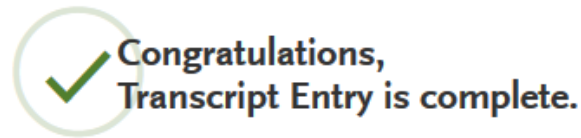
UNIVERSITY OF GEORGIA Transcript

Transfer Courses from your Study Abroad Transcript

Fall 2016					
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE	
+ VPHY	Elements of	Physiology	3.00	95	
+ CHEM 1211	Freshman Ch	Chemistry	3.00	92	
+ MATH 1113	Calculus	Mathematics	3.00	89	
+ BIOL 1107	Principles of	Biology	3.00	91	
+ BIOL 1107L	Principles of	Biology	1.00	93	
+ CHEM 1211	Freshman Ch	Chemistry	1.00	95	
Spring 2017					
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE	
+ CHEM 1212	Freshman Ch	Chemistry	3.00		
+ CHEM 1212	Freshman Ch	Chemistry	1.00		
+ BIOL 1108	Principles of	Biology	3.00		
+ BIOL 1108L	Principles of	Biology	1.00		
✓ PSYC 1101	Elementary I	Psychology	3.00		✗
✓ ARST 1080	Three-Dimen	Art	3.00		✗

Transcript Entry

Transcript Review



To get updates on the quality assurance review of your transcript entry and receipt of your official transcripts, visit the My Programs section. This status will be visible only after you have paid and e-submitted your first application.

Continue to Next Section

STUDY ABROAD information is the last section in the Transcript Review process. Once you finish here you can continue on to the next section: STANDARDIZED TESTS.

Standardized Tests

▶ Self-Reported Test Scores

- ▶ You can self-report your Standardized Test scores or report tests you plan to take in the **Standardized Tests** section. Some of the programs you apply to may require you to report certain test scores; be sure to check with your programs to ensure you are completing all requirements.
- ▶ Note that self-reporting your scores is not the same as providing official scores to your programs. If your programs require official test scores, see [Sending Official Test Scores](#) for more information.

▶ Add a Test Score

1. Navigate to the **Standardized Tests** section.
2. Find the test you took in the list and click **Add Test Score**. In some cases, you may only be able to enter scores for certain tests.
3. Select **Yes** under **Have you taken the test**.
4. Enter the date you took the test.
5. Enter all applicable scores.
6. Click **Save This Test**.

After submitting your application, you can continue to add new test entries to this section, but you cannot update or delete previous entries.

▶ Add a Planned Test

1. Navigate to the **Standardized Tests** section.
2. Find the test you took in the list and click **Add Test Score**. In some cases, you may only be able to enter scores for certain tests.
3. Select **No** under **Have you taken the test**.
4. Enter the date you plan to take the test.
5. Click **Save This Test**.

DAT Test Entry

Standardized Tests

Please provide information about the tests you have taken or plan to take. You may add or update this information at any time prior to submission. Once you have submitted, you will be able to add additional tests as well as update the ones marked "plan to take", but you will not be able to update or delete completed tests.

List all the Tests that you have taken or plan to take.

I Am Not Adding Any Standardized Tests

US DAT Cancel

Add Test Score

Canadian DAT Cancel

Add Test Score

+ Add a Standardized Test

US DAT

High School Attended

Colleges and Universities Attended

Transcript Entry

Standardized Tests

US DAT

* Have you taken the test?

Yes No

* When do you plan to take this test?

06/24/2022

S	M	T	W	T	F	S
Jun 2022 >	1	2	3	4		
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30				
Jul 2022 >	1	2				

Save This Test

US DAT

Sections Completed 1/4

High School Attended

Colleges and Universities Attended

Transcript Entry

Standardized Tests

* Have you taken the test?

Yes No

* When did you take this test?

MM/DD/YYYY

* DENTPIN

Academic Average

Perceptual Ability

Quantitative Reasoning

Reading Comprehension

Biology

General Chemistry

Organic Chemistry

Total Science

Save and Add Another

Save This Test

ADD YOUR UNOFFICIAL DAT TEST SCORES HERE.

If you are planning to take the test after the application opens, you can add when you plan to take the test in the DAT portion of the application. REMEMBER you can still SUBMIT without having your DAT scores.

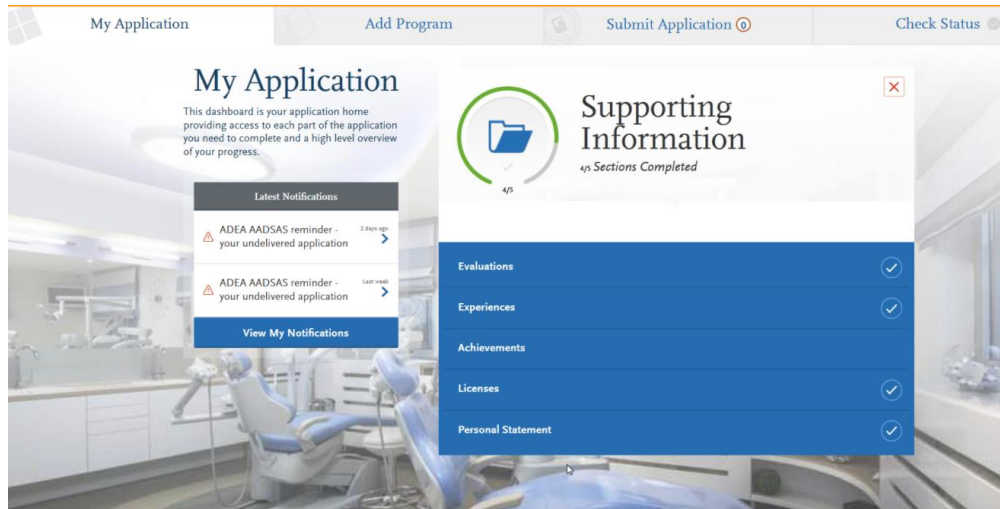
Official DAT Scores (IMPORTANT)

- ▶ You must contact [ADA](#) to have your official Dental Admission Test (DAT) scores sent to ADEA AADSAS. Once you do, ADA electronically sends your scores directly to ADEA AADSAS. Paper copies are not accepted. *If you requested that your DAT scores be sent to a dental school, the scores will also automatically be sent to ADEA AADSAS.* If you did not request that your scores be sent to a dental school when you first submitted your DAT application, you can make an additional request at www.ada.org/dat.
- ▶ After you contact ADA, make sure you also self-report your DAT score in the **Standardized Tests** section of the application and include your DENTPIN. It takes approximately 10-12 business days from the date you make the request to post to your application.
- ▶ Make sure that the name, date of birth, and DENTPIN on your application match that on your DAT exam; otherwise, your scores will not automatically post to your account. If you believe there may be a discrepancy, wait until ADA processes your scores, then contact customer service so they can manually connect the scores to your application.
- ▶ Once your DAT scores are attached to your application, they cannot be removed should you decide you no longer want your programs to view them. Your DAT scores will also remain attached to your application if you re-apply. We recommend researching your programs to determine whether you want your DAT scores to be part of your application before you request them.

Missing Test Scores

- ▶ It is your responsibility to follow up on any missing DAT scores in a timely manner. Before contacting ADEA AADSAS customer service, first confirm if and when the American Dental Association sent your scores to ADEA AADSAS.
- ▶ If you confirmed that the American Dental Association sent your scores to ADEA AADSAS and your scores are not posted at least three weeks after your test date, contact customer service at **aadsasinfo@aadsasweb.org** or **617-612-2045 (M-F 9a-5p ET)** and provide them with the following details:
 - First and last names
 - Date of birth
 - CAS ID
 - DENTPIN
 - Test date
- ▶ They will use this information to determine if they have received the batch and to locate your scores, if possible. If your scores aren't found, they will contact the American Dental Association to troubleshoot.

Supporting Information Section



Please note that references from family members are generally frowned upon by admissions offices (DON'T DO IT!). Click [here](#) to access our [Letter Writers Guide](#).

Before You Begin

Evaluations (sometimes called Letters of Evaluation, Letters of Reference, or Letters of Recommendation) are submitted by the evaluators themselves; they cannot be completed or submitted by the applicant or another party on behalf of the evaluator. ADEA AADSAS is not responsible for verifying evaluators' identities. If a discrepancy is found, they reserve the right to contact the appropriate individuals to investigate and to share the discrepancy with all programs.

Before getting started, consider the following:

- **All evaluations must be submitted electronically** by evaluators using [Letters by Liaison](#), the Recommender Portal.
- **Research each program's requirements.** You should determine whether your programs have specific requirements regarding evaluator roles or relationships before listing evaluators on your application. Many programs have strict guidelines and completed evaluations cannot be removed or replaced.
- **Prepare your evaluators.** Once you choose your evaluators, be sure to inform them about the process and that they will be completing the evaluation electronically. ADEA AADSAS recommends getting their preferred email address and asking that they monitor that inbox for your evaluation request (which will come from aadsasinfo@aadsasweb.org), including any junk or spam folders.

Letters Of Evaluation With INTERFOLIO

- How do I collect and send my letters?

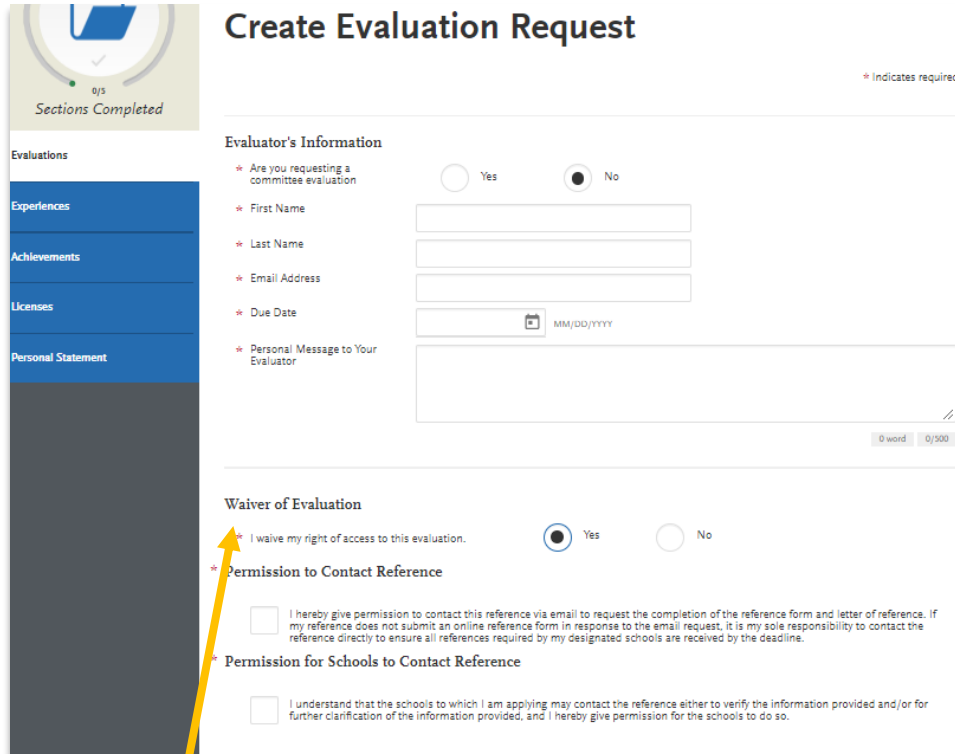
1. Sign up for a [Dossier Deliver](#) account (\$59.00 annual subscription).
2. Collect letters into your account by [requesting recommendations](#).
3. Create an AADSAS application and they will attach your letter to the application once they receive it from your letter writer.

- How do I use Interfolio to deliver letters of recommendation to AADSAS?

- If you have letters of recommendation stored in your Interfolio Dossier account, you can have Interfolio upload them directly to your AADSAS application using their online application delivery service.
- A unique Interfolio email address will be generated for each confidential letter of recommendation stored in your account. You'll substitute this email address for your letter writer's email address in the recommendation letter section of the AADSAS online application.
- Typically, you only need to deliver each letter once from Interfolio to AADSAS, regardless of the number of dental schools you're applying to.
- Click [here](#) to learn how to submit your letters.

*****ALWAYS WAIVE YOUR
RIGHT TO READ YOUR
LETTER!**

Letters Of Evaluation Within AADSAS



Create Evaluation Request

Sections Completed: 0/5

Evaluator's Information

- * Are you requesting a committee evaluation: Yes No
- * First Name:
- * Last Name:
- * Email Address:
- * Due Date: MM/DD/YYYY
- * Personal Message to Your Evaluator:

Waiver of Evaluation

- * I waive my right of access to this evaluation. Yes No
- * **Permission to Contact Reference**
 - I hereby give permission to contact this reference via email to request the completion of the reference form and letter of reference. If my reference does not submit an online reference form in response to the email request, it is my sole responsibility to contact the reference directly to ensure all references required by my designated schools are received by the deadline.
- * **Permission for Schools to Contact Reference**
 - I understand that the schools to which I am applying may contact the reference either to verify the information provided and/or for further clarification of the information provided, and I hereby give permission for the schools to do so.

[Click Here for Letters of Evaluation Instructions](#)

*****ALWAYS WAIVE YOUR RIGHT TO READ YOUR LETTER!**

Letters Of Evaluation Within AADSAS Cont.

Evaluator Instructions:

- ▶ When an applicant saves an evaluation request, the evaluator will receive an email request from aadsasinfo@aadsasweb.org to complete the evaluation. The email will include a link to an online portal where the evaluator can upload a letter up to 5MB. ADEA AADSAS does not provide a prompt or set of characteristics to include in the letter; evaluators are encouraged to provide information about the applicant's academic ability, character, time management skills, among other items deemed important. It is recommended that the letter be on letterhead and include a signature. Please check the "Program Materials" section of the ADEA AADSAS for school specific requirements regarding letters of evaluation.
- ▶ Click here to access our [Letter Writers Guide](#).

The screenshot displays the AADSAS evaluator interface. At the top, it identifies the user as James Brown with CAS ID 1352279277, a requested completion date of Dec 08, 2016, and contact information for email and phone. Below this, the 'Upload Letter' section features a file selection area with supported formats (Microsoft Word, PDF, Rich Text, Plain Text) and a 'Browse to your evaluation letter to upload.' button. A file named 'New WA training - Lesson 1 - Getting Started - DRAFT SCRIPT_cmh.docx' is shown with 'View' and 'Delete' options. The 'Applicant's Comments' section shows a text box with the comment: 'Hello, I was in your organic chemistry class and am ...'. At the bottom, there are buttons for 'Save Evaluation', 'Submit Evaluation', and 'Preview Evaluation'.

Letters Of Evaluation Within AADSAS Cont.

- ▶ Once a reference is completed on the ADEA AADSAS application, it cannot be removed or replaced.
- ▶ Once evaluators are selected, be certain to inform them of the process and that they will be filling out the reference electronically. Obtain their preferred email address and make sure they are monitoring their email inbox for the request email.
- ▶ Requesting Evaluations: Applicants can select **four individual** evaluations and each letter should be written by one person.
- ▶ For each evaluation, the applicant must select whether or not to waive their access to the evaluation. **ALWAYS** waive your right to read this letter.

FAQ

I didn't agree to the evaluation waiver by mistake. Can I change it?

If the applicant has indicated the wrong waiver status, the applicant must delete the evaluator, correctly re-enter the evaluator's name and other information and save. A new email requesting a letter of evaluation will be sent by ADEA AADSAS to the evaluator. This cannot be changed after the evaluation or application is submitted.

Four Letters Of Evaluation

Sections Completed

Once you have saved an electronic evaluation, an email request will automatically be sent to the evaluator on your behalf. Please advise your evaluator to look for this email in their inbox, as well as their spam or junk-mail folder, as emails do occasionally get filtered out.

Evaluations ✓

Experiences ✓

Achievements ✓

Licenses ✓

Personal Statement ✓

You have reached the maximum of 4 evaluations.

Hoyle, Cindy	✓
Evaluation Request: Status Completed: 12/06/2016 Submitted: 12/06/2016	
Keaveney, Melissa	✓
Evaluation Request: Individual Status Requested Submitted: 05/03/2017	
Frantz, Carolyn	✓
Evaluation Request: Committee Status Requested Submitted: 05/03/2017	
Cushman, Claire	✓
Evaluation Request: Individual Status Requested Submitted: 05/03/2017	

NOTE: You can see if the evaluation has been sent if a **green** STATUS box appears under the Evaluators name. If the letter of recommendation has yet to be sent an **orange** STATUS box will appear.

What does a LOE status of "Requested" mean? What about "Accepted"?

A "Requested" status means that no information has been saved in the evaluator website, nor has that information been submitted electronically to ADEA AADSAS. Please confirm with your evaluator that they received the email request; then, inform your evaluator to log in to the evaluator website, complete and save the information, then click submit to complete their letter of evaluation. If your evaluator saves any information, including their name, the status will immediately update to "Accepted," so you will be able to see the letter of evaluation is proceeding correctly.

An "Accepted" status on an evaluation means that the evaluator has accepted your evaluation request and may have saved information into the evaluation form, but has NOT yet submitted that information to ADEA AADSAS. Sometimes the evaluator mistakenly believes that by pressing "Save" they have completed the reference, when they are in fact required to click "Submit." If your evaluator believes they have completed the letter of evaluation, please ask them to go back to the form and click "submit." When they log back in, they will see your name listed under "My Applicants." After clicking on your name, they can review their evaluation and click on the "Submit" button.

When this is done correctly, the evaluator's status will immediately update to "Complete," which you can see in your application. If your evaluator experiences any difficulty, they can contact ADEA AADSAS at aadsasinfo@aadsasweb.org or (617) 612-2045.

Experiences

▶ Overview

- ▶ In this section, you can enter your professional experiences in several categories, or types. Review the definitions below, consider the duties you performed, and choose the category that you think best fits the experience.
- ▶ **Note that since each program's definitions and requirements vary, ADEA AADSAS has no specific preference as to which category you choose.** These categories are broadly based on feedback from various dental programs and are not a comprehensive list of every type of experience. Your experience's individual job description and responsibilities should determine the category you select; however, it is not guaranteed that your experience will be accepted by every program in the way you categorize it.
- ▶ If you have any questions about your experiences fulfilling an individual program's prerequisite requirements, contact that program directly.
- ▶ Although you can enter any experiences that you believe are relevant to your application, we recommend focusing on those experiences within the last 10 years and at the collegiate level and above. Enter only current and in-progress experiences (not planned experiences) and check your program's requirements regarding documentation.

Experiences

While ADEA AADSAS does not collect a resume, applicants are encouraged to use the experience section to provide detailed information about academic enrichment, dental shadowing, employment, activities, research and volunteer positions. This section allows you up to 600 characters to describe each experience.

▶ **Academic Enrichment**

- ▶ Programs sponsored by colleges, universities, or other not-for-profit organizations; for example Summer Medical and Dental Education Program, Summer Health Professions Education Program, and Lessons in a Lunchbox.

▶ **Dental Experience**

- ▶ Either paid or unpaid work in a dental field where you observed patient care, interacted with practitioners, or had responsibility for patient care.

▶ **Dental Shadowing (In-Person)**

- ▶ Time spent officially following and observing a dental professional in an office or clinic.

▶ **Dental Shadowing (Virtual)**

- ▶ Time spent officially observing a dental professional at work virtually.

▶ **Employment**

- ▶ Paid work done outside of the dental field or a research lab; for example, a retail or restaurant job.

▶ **Extracurricular Activities**

- ▶ Related activities you would like your selected programs to review; for example, academic clubs and competitive teams. Do not include paid work experience in this section.

▶ **Research**

- ▶ Any experience working on a research project, preferably in addition to or outside of regular classroom work. This may include student research positions, research technician positions, summer research student, master's rotational student, etc.

▶ **Volunteer**

- ▶ Volunteer work done outside of the dental field; for example, working for Habitat for Humanity, tutoring students, participating in or working for a fundraiser walk or blood drive, etc.

NOTE: Include the name and address of each organization, supervisor, dates associated with the experience, title held by the applicant, average weekly hours, and a description of key responsibilities and a release for the dental schools if they choose to contact the organization. Applicants should only record experiences obtained during college.

Experiences Cont.

My Application Add Program

Experiences

Add Your Experiences

Update your experiences any time prior to submission. After submission, you can add more experiences. However, you cannot update or delete completed experiences. Refer to the Checklist on the program materials section of the application to determine if experiences are required for your program application.

After experience entry, select up to 6 as your most important to highlight on your application PDF. Choose the experiences that best reflect your background or mean the most to you. You can change your selection any time before you submit your application. After submission, you may select additional experiences as most important up to the maximum but may not remove previously-designated experiences.

Experience Type
What type of experience do you want to add? Type

Organization
Name
Address
Address 2
City
Country
Zip Code
State/Province

My Application Add Program Submit Application

Experiences

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more Experiences, but you will not be able to update or delete completed Experiences. Please refer to the Checklist on the program materials section of the application to determine if this section is required for your program application.

After experience entry, select up to 6 as your most important to highlight on your application PDF. Choose the experiences that best reflect your background or mean the most to you. You can change your selection any time before you submit your application. After submission, you may select additional experiences as most important up to the maximum but may not remove previously-designated experiences.

+ Add an Experience

Important (★)	NAME	ISSUING ORGANIZATION	DATE	TITLE	
★	Employment	Macy's	01/16/2017 - Till Date	Retail	
★	Dental Shadowing	Main Street Dental	02/12/2016 - 02/07/2017	Assistant	

Enter Your Experience:

1. Click **Add an Experience**.
2. Select the appropriate [experience type](#) from the drop-down.
3. Enter information about the organization where the experience took place.
4. Enter information about your supervisor at the organization. This is a person that programs can contact to verify that this experience occurred. If the experience was a student-organized group and there was no advisor, list a member who can verify your experience.
5. Enter the date or date range in which the experience took place. Note that your experiences will not display on your application in any specific order, regardless of the dates entered.
6. Enter additional details about the experience, including the title of the experience and the time commitments. Enter the average weekly number of hours that you **completed** for this experience during the date range that you indicated. Select **Yes** or **No** to indicate a release authorization to allow your selected programs to contact the organization.
7. Click **Save & Continue**.

Note that you cannot repeat hours between Experience types. So, if position duties encompass more than one section, enter the position in both sections and divide the hours and duties accordingly. For example, you shadowed Dr. D for 50 hours (Dental Shadowing) and the following summer you worked for 150 hours as a dental assistant in her office (Dental Experience).

Select Your Most Important Experience

Once you have added all your experiences, click the star icon next to an experience in the **My Experiences** list to mark it as your most important. You can select up to 6 experiences to highlight as your most important.

We recommend you compose the 600-character descriptions in a Word document and paste it into the application. Use the [AAMC Core Competencies](#) to guide the details in your descriptions. In a final sentence, tell what you learned in the experience. Let the [Career Center](#) help you refine these descriptions.

Experiences Cont.

ADEA THE VOICE OF DENTAL EDUCATION

My Application Add Program

Experiences

Add Your Experiences ✕

Update your experiences any time prior to submission. After submission, you can add more experiences. However, you cannot update or delete completed experiences. Refer to the Checklist on the program materials section of the application to determine if experiences are required for your program application.

1/5
Sections Completed

Evaluations

Experiences

Achievements

Licenses

Personal Statement

After experience entry, select up to 6 as your most important to highlight on your application PDF. Choose the experiences that best reflect your background or mean the most to you. You can change your selection any time before you submit your application. After submission, you may select additional experiences as most important up to the maximum but may not remove previously-designated experiences.

* Indicates required field.

Experience Type

* What type of experience do you want to add?

Organization

* Name

Address

Address 2

City

* Country

Zip Code

* State/Province

Supervisor

First Name

Last Name

Title

Contact Phone

Contact Email

Experience Dates

* Start Date

* Current Experience Yes No

* End Date

* Status

Experience Details

* Title

* Type of Recognition

Compensated

Received Academic Credit

Volunteer

* Average Weekly Hours

* Number of Weeks

* Total Hours

* Description/Key Responsibilities

0/600

* Release Authorization (May we contact this organization?) Yes No

Save & Continue

You will also have a description box that allows 600 characters to discuss your experience.

Utilize Core Competencies

- ▶ We recommend you utilize the [15 Core Competencies created by the AAMC](#) (Association of American Medical Colleges) in writing your 600-character experience descriptions. Although this was created for pre-med students, it is still useful for your descriptions. A competency is an observable behavior that combines knowledge, skills, values, and attitudes related to a specific activity. There are four categories: Interpersonal, Intrapersonal, Thinking and Reasoning, and Science.
- ▶ The work and activities you are already involved with and your life experiences likely demonstrate these competencies. For example, you can demonstrate the scientific inquiry competency by excelling in scientific research, illustrate a service orientation competency by leading a service trip, or show capacity for improvement in a reflection at the end of your description.
- ▶ Use the AAMC core competencies to guide what you will say that you brought to and gained from your experience.
- ▶ Carefully compose and proof-read your descriptions.
- ▶ Click [here](#) for a Core Competencies Worksheet.



Interpersonal Competencies

- ▶ **Service Orientation:** Demonstrates a desire to help others and sensitivity to others' needs and feelings; demonstrates a desire to alleviate others' distress; recognizes and acts on his/her responsibilities to society; locally, nationally, and globally.
- ▶ **Social Skills:** Demonstrates an awareness of others' needs, goals, feelings, and the ways that social and behavioral cues affect peoples' interactions and behaviors; adjusts behaviors appropriately in response to these cues; treats others with respect.
- ▶ **Cultural Competence:** Demonstrates knowledge of socio-cultural factors that affect interactions and behaviors; shows an appreciation and respect for multiple dimensions of diversity; recognizes and acts on the obligation to inform one's own judgment; engages diverse and competing perspectives as a resource for learning, citizenship, and work; recognizes and appropriately addresses bias in themselves and others; interacts effectively with people from diverse backgrounds.
- ▶ **Teamwork:** Works collaboratively with others to achieve shared goals; shares information and knowledge with others and provides feedback; puts team goals ahead of individual goals.
- ▶ **Oral Communication:** Effectively conveys information to others using spoken words and sentences; listens effectively; recognizes potential communication barriers and adjusts approach or clarifies information as needed.



Intrapersonal Competencies

- ▶ **Ethical Responsibility to Self and Others:** Behaves in an honest and ethical manner; cultivates personal and academic integrity; adheres to ethical principles and follows rules and procedures; resists peer pressure to engage in unethical behavior and encourages others to behave in honest and ethical ways; develops and demonstrates ethical and moral reasoning.
- ▶ **Reliability and Dependability:** Consistently fulfills obligations in a timely and satisfactory manner; takes responsibility for personal actions and performance.
- ▶ **Resilience and Adaptability:** Demonstrates tolerance of stressful or changing environments or situations and adapts effectively to them; is persistent, even under difficult situations; recovers from setbacks.
- ▶ **Capacity for Improvement:** Sets goals for continuous improvement and for learning new concepts and skills; engages in reflective practice for improvement; solicits and responds appropriately to feedback.



Thinking and Reasoning Competencies

- ▶ **Critical Thinking:** Uses logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- ▶ **Quantitative Reasoning:** Applies quantitative reasoning and appropriate mathematics to describe or explain phenomena in the natural world.
- ▶ **Scientific Inquiry:** Applies knowledge of the scientific process to integrate and synthesize information, solve problems and formulate research questions and hypotheses; is facile in the language of the sciences and uses it to participate in the discourse of science and explain how scientific knowledge is discovered and validated.
- ▶ **Written Communication:** Effectively conveys information to others using written words and sentences.



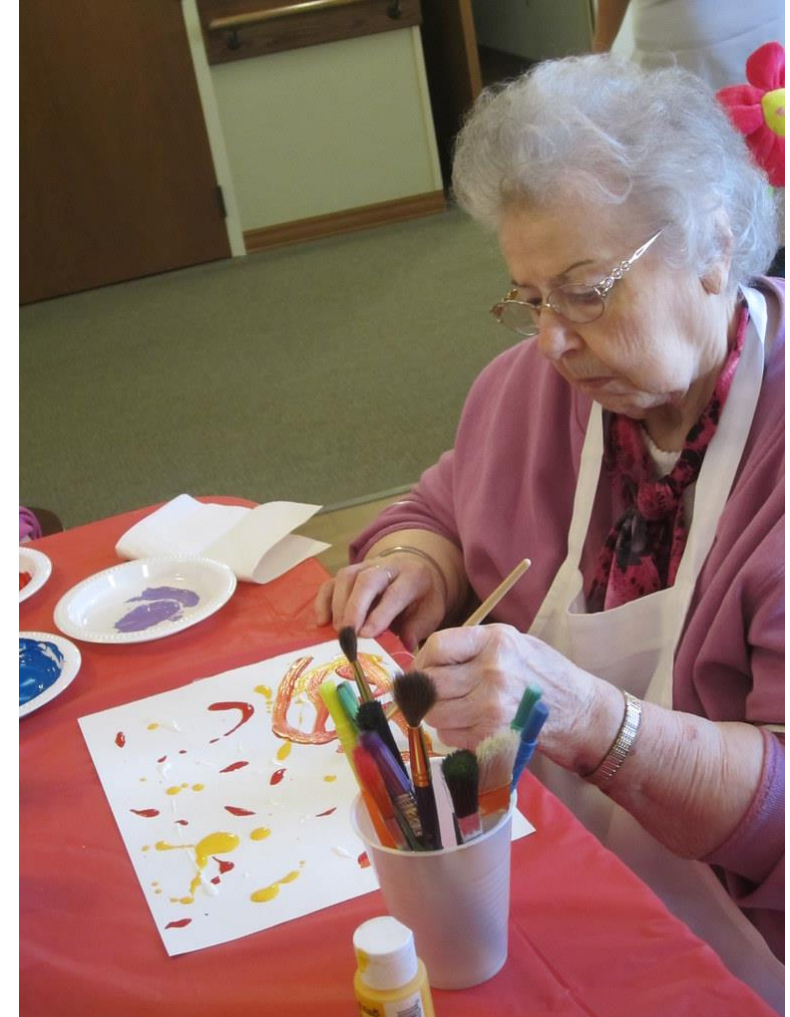
Science Competencies

- ▶ **Living Systems:** Applies knowledge and skill in the natural sciences to solve problems related to molecular and macro systems including biomolecules, molecules, cells, and organs.
- ▶ **Human Behavior:** Applies knowledge of the self, others, and social systems to solve problems related to the psychological, socio-cultural, and biological factors that influence health and well-being.

Volunteer

Service Orientation, Collaboration, Teamwork, Oral Communication, Cultural Competence, Critical Thinking, Social Skills, Resilience and Adaptability

We deliver art programs to area senior citizens. As Vice President, I coordinate interactions between members and the community to cultivate relationships between different groups through art. For example, I collaborated with the executive board to plan monthly activities with local nursing home residents, guiding them through crafts and facilitating conversations. During the pandemic, we maintained membership connections by shifting to a remote approach, creating projects together over Zoom to give to the residents. We use the power of a shared interest to bridge diverse communities.



Employment

Reliability and Dependability, Collaboration, Teamwork, Oral Communication, Critical Thinking, Social Skills, Resilience and Adaptability

As a host, I was responsible for **greeting** and seating 50 groups of customers per shift. I coordinated with the wait staff to balance service stations and ensure that customer needs were met. During peak hours I communicated with the team to help any sections that were overwhelmed while also cleaning tables as needed to seat more patrons. After 4 months I was promoted with the added responsibility of training new wait staff and **resolving customer complaints**. I learned how to deescalate tension and think clearly in stressful situations.



Experiences FAQs

- ▶ I haven't begun my experience, but plan on doing so soon. Can I report that?
 - No, you cannot report "planned" experience. Once you have accumulated the experience, however, you can add new experiences to your application, even if you have already submitted it. Please note you cannot edit experiences which have already been entered. You may send updated information directly to the schools to which you are applying.
- ▶ I have plans to add experiences after I submit my application. Can I add new experiences after I submit?
 - Yes, new experiences can be added but existing experiences cannot be updated after the application is verified.
- ▶ I've begun my experience, but plan on accumulating more hours before dental school begins. Can I include those?
 - In the experience sections, you may only document (in hours/weeks, etc.) the time already completed. Once you submit your application, you may update your hours while the application's status is "in progress." TIP: Clarify your expected future time commitment in the description and send any updates directly to the schools which you are applying.

FAQ

Where do I send documentation of my experience hours?

ADEA AADSAS does not collect any documentation for the experience sections. If any schools require documentation, it should be submitted directly to them.

What is my "Title?" Who is my supervisor?

If you did not have an official title, you enter the type of activity you did; for example, "Dentist Shadow" or "Nurse Shadow," etc. The organization is the location where or for whom the work took place and the supervisor is the person who was responsible for you or was in charge of your activity.

Achievements

Overview

In this section you can enter any relevant professional or academic achievements in several categories, or types. Review the definitions below, consider the achievement you earned, and choose the category that you think best fits.

Although you can enter any achievements that you believe are relevant to your application, we recommend focusing on those achievements within the last 10 years and at the collegiate level and above.

Achievement Types

Awards: Awards received as a prize, such as trophies and medals.

Honors: Honors received as a special distinction for work done, including Dean's List and memberships in honor societies.

Scholarships: Scholarships earned based on academic, athletic, and other achievements.

Add an Achievement

Click **Add An Achievement**.

Select the type of achievement.

Enter the name of the achievement.

Enter the name of the organization that presented the achievement, if applicable.

Enter the issued date.

Enter a brief description, especially if the achievement is not clear based on its title. You can also note if any special circumstances surrounded it. If your achievement was awarded multiple times (e.g., Dean's List), use this field to explain that instead of creating multiple instances.

Click **Save This Achievement**. Your saved achievements will not display in any particular order, regardless of the order or dates you enter.

Note that once you submit your application, you cannot edit or remove your achievements; however, you can continue to add new achievements, as needed.

Select Your Most Important Achievement

Once you have added all your achievements, click the star icon next to an achievement in the **My Achievements** list to mark it as your most important. You can select up to 4 achievements to highlight as most important.

Add Your Achievements

Update your achievements any time prior to submission. After submission, you can add more achievements. However, you cannot update or delete completed achievements. Refer to the Checklist on the program materials section of the application to determine if achievements are required for your program application.

After achievement entry, select up to 4 as your most important to highlight on your application PDF. Choose the achievements that best reflect your background or mean the most to you. You can change your selection any time before you submit your application. After submission, you may select additional achievements as most important up to the maximum but you may not remove previously-designated achievements.

Achievement Details

Type: Awards

Name: Award

Name of Presenting Organization:

Issued Date: MM/DD/YYYY

Brief description:

Save This Achievement

FAQ

How far back in my career should I list achievements?

It is recommended to include important achievements from during and after college.

Can I add new achievements after I submit?

Yes, new achievements can be added but existing achievements cannot be updated after the application is submitted.

CERTIFICATIONS/LICENSES

Add Your Licenses

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more Licenses, but you will not be able to update or delete.

5/5 Sections Completed

Evaluations ✓
Experiences ✓
Achievements ✓
Licenses ✓
Personal Statement ✓

Type: Other Licenses
Number (optional):
Type of License: CPR
Date License was issued: MM/YYYY
Country where License is held: United States

Please upload a copy of your license

+ Choose file No file chosen

Save & Continue

You may update the information in this section at any time prior to submission. Once you have submitted, you will be able to add more Licenses, but you will not be able to update or delete completed Licenses.

List your licenses. Other license types include a dental hygiene or dental assisting license.

+ Add a License

TYPE	DATE	TITLE	EDIT / DELETE
RDH (Registered Dental Hygienist) Licenses	03/2017	ADEAAADSASCourseSubjects2018	/ ✕

- Provide information about certification. Types include registered dental hygienist (RDH), certified dental assistant (CDA), certificated dental technician (CDT) and other. List only valid certifications.

Licenses

In this section, you can add any current professional licenses that you have. Note that ADEA AADSAS does not verify the information entered here. Contact your individual programs to determine if they require official documentation of any license listed in this section.

Add a License

1. Click **Add a License**.
2. Select the type of license from the **Type** drop-down.
3. Enter a number, if applicable.
4. Enter the date on which the license was issued.
5. Select the country where the license is held in.
6. Upload a copy of the license.

Note that once you submit your application, you cannot edit or remove licenses; however, you can continue to add new ones, as needed.

I do not have a certification, but was trained in various health-related activities as part of my work experience. Can I list that here?

No. If you completed courses as part of on-the-job training, these can be listed under the appropriate job in the "Experiences" section of the application.

I do not have a transcript for my certification. What do I do?

Transcripts are not required for certifications. Even transcripts for certificates or Associate programs in Dental Hygiene or Dental Assisting don't include the certifications on them, as the certifications are usually granted by state boards or similar organizations, not the schools themselves.

FAQ

Can I add new certifications after I submit?

Yes, new certifications can be added but existing certifications cannot be updated after the application is submitted.

PERSONAL STATEMENT

- 1 page, 4,500 characters including spaces
- Answer the question: Why do I want to pursue a dental career?
- Things to express: motivation, academic preparedness, articulate, socially conscious, and knowledgeable about dentistry.
- Write about your experiences and any qualities that will make you stand out.
- Do **not** personalize your personal statement for one particular school. Keep it general.
- Do not exceed the maximum length: Refer to the number below the field in the application. This is the number of characters (not words) that you can use in your essay. As you type, you can see how many characters are still available. Characters include spaces, carriage returns, and punctuation. You cannot save your essay if it exceeds the character limit.

FAQ

Why won't the formatting in my Personal Statement save in the text box?

Since the personal statement section is composed of a text box, formatting such as tabs, italics or multiple spaces cannot be saved. In order to delineate paragraphs, you should type a double return between paragraphs. This delineation does not always show in the print preview version, but it will separate your paragraphs in the version submitted to your schools.

I made a mistake in my Personal Statement, but I already submitted! Can I go back and make a change?

Unfortunately, not. It is the applicant's responsibility to ensure that their personal statement is entered completely and correctly prior to submitting the application. Once you submit your application, you may not re-enter, update or otherwise edit your personal statement. If there are corrections which need to be made to your essay, you should submit those corrections directly to the programs to which you are applying.

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My Application Add Program Submit Application

Personal Statement

Write a brief statement expressing why you would like to be considered for the programs you are applying to. [Click here](#) for more information.

Once you submit your application, you cannot edit this section.

* Indicates required field

Personal Statement

* The response you enter below will appear in your application exactly as you type it. Using all capital letters or not capitalizing properly does not present a professional image to your application. Do NOT personalize your Personal Statement for a specific dental school. You can NOT make any edits to your Personal Statement after you have e-submitted your completed application to ADEA AADSAS.

Please explain why you want to pursue a dental career.

0 word 0/4500

Evaluations
Experiences
Achievements
Licenses
Personal Statement

0/5 Sections Completed



Personal Statement Advice From The UGA Career Center

Writing Your Personal Statement for Health Professional School

There is no one way to write a personal statement, but there are some best practices and core elements of personal statements. Use some of this information to start writing; consider attending a personal statement workshop or setting up an individual appointment with your Career Consultant to fine-tune your statement.

Structuring Your Statement

Organize your Personal Statement just like you would any other essay: introduction, body, conclusion. Each body paragraph should be structured using PEEL:

- P** **Point**- topic sentence- what is the point you want to make?
- E** **Evidence**- make your point- what evidence supports your point?
- E** **Explanation**- explain your point- why is this relevant to the program you are pursuing?
- L** **Link**- link your point to the next paragraph.

Do's & Don'ts

DO: Tell a story, find an angle, be specific.
DO: Write well & proofread!
DO: Use a clean, professional format.
DO: Stay within the word/character limit.

DON'T: Speak in clichés or generalities.
DON'T: Preach, whine, condescend, or repeat info from your resume.
DON'T: Submit supplemental materials unless they are requested.



4 Key Components of Your Statement

1. Motivation

Why do you want to pursue this career? Think about your initial aspiration and your ongoing preparation.

2. Fit

How do you know this is the right career for you? Think about the values and personal qualities you possess that make you a good fit for this career. Consider how they match the profession.

3. Capacity

How do you know that you have what it takes to be successful in this field? Assess your skills, strengths, weaknesses, and challenges. Put them in context of this profession.

4. Vision

How do you want to impact the profession? Consider broad and specific goals.



Top 10 Tips for Writing Success

1. **Plan ahead – time and content.** Give yourself more time than you think you need to write your document. Identify the main points you wish to include before you start writing.
2. **Narrow your purpose.** Be sure you understand the directions you were given, and choose a narrow focus. Each sentence and paragraph should support your purpose and consider your audience.
3. **Start in the middle.** Introductions and conclusions often prove to be challenging to write. Start in the middle and just begin writing.
4. **Embrace terrible first drafts.** Allow yourself to make mistakes. Just write, knowing that you may throw out drafts entirely or make significant revisions. Remember that writing is a process.
5. **Use strong action verbs.** Limit state of being verbs (“is,” “are,” “was”) to only two or three per paragraph. Instead, use strong action verbs to make your writing more interesting.
6. **Write in active voice.** Using active voice instead of passive voice makes your writing easier to read. For example, write “I used Adobe InDesign to create engaging and creative publications” instead of “Adobe InDesign was used to create engaging and creative publications.”
7. **Streamline your words.** Avoid clutter, ensuring that each word adds to your purpose. At times, fewer words lead to strong sentences. For instance, “There are many people who are affected by a fear of public speaking” could be improved by writing “Many people fear public speaking.”
8. **Use variety of sentence structures and lengths.** Using the same sentence structure and length over and over again leads to dull writing. Instead of writing “I went to the grocery store. I bought some delicious chocolate chip cookies.” Try “I went to the grocery store and bought some delicious chocolate chip cookies.”
9. **Use transitional words and phrases.** Transitions ensure that your sentences and paragraphs flow nicely for the reader. Simply repeating select words from one paragraph to the next serves as a useful transitional tool. Words like “additionally,” “however,” “therefore” and “consequently” can help with transitional flow as well.
10. **Start and end strong.** Capture your reader’s attention with an interesting opening that introduces your topic and supports your purpose of writing. A strong conclusion sums up your purpose and leaves the reader with a positive impression.

Reflective Writing Prompts

Use these prompts to practice writing personal content with details and structure.



1. If I could talk to my childhood self, the one thing I would say is...
2. What surprised you most about your life or life in general?
3. Write about a moment in your life you wish you could freeze and preserve.
4. Imagine living the day as someone else.
5. Write about a promise you want to make to yourself and keep.
6. I feel most energized when...

Adapted from the University of Minnesota “Personal Statements for a Health Program,” 2017

Program Materials Section

- ▶ The **Program Materials** section includes additional information and requirements for the programs you selected in the **Add Programs** section. Each program's requirements may vary, so it's important you review this section in detail.
- ▶ Your selected programs appear on the left side of this page; click each program's name to begin your review. Note that depending on your program's requirements, you'll see one or more of the tabs outlined below.
- ▶ **Home**
- ▶ The **Home** tab contains the Program Details provided by each program at the start of the application cycle. It includes deadlines and other information specific to the program. Be sure to review this page carefully for any additional instructions, information, and/or requirements.

The screenshot shows the ADEA AADSAS application interface. At the top, there are two tabs: "My Application" and "Add Program". Below the tabs, there is a progress indicator showing "Sections Completed" with a circular icon and the number "0/4". On the left side, there is a list of programs with their respective logos and names:

- Doctor of Dental Medicine
Dental College of Georgia at Augusta University (DCG)
- Doctor of Dental Surgery
Herman Ostrow School of Dentistry of University of Southern California (USC)
- Doctor of Dental Science
Creighton University School of Dentistry (CRE)
- Doctor of Dental Surgery
Howard University College of Dentistry (HOW)

The main content area displays the details for the Herman Ostrow School of Dentistry of USC. It features a red header with the school's name and logo. Below the header, there are three tabs: "Home", "Prerequisites", and "Questions". The "Home" tab is currently selected. The content under the "Home" tab includes:

For more than 100 years, the Herman Ostrow School of Dentistry of USC has produced oral health professionals who have changed the face of the dental profession. Through pioneering new techniques, groundbreaking research, and extraordinary leadership, our graduates continue to shape what is thought, what is taught, and what is practiced in the oral health professions.

Coupled with our unparalleled community outreach efforts and our groundbreaking craniofacial development and oral disease research, the Herman Ostrow School of Dentistry provides our students the opportunity to explore the many facets of the oral health professions and the tools to pursue their dreams.

Our Curriculum
The Herman Ostrow School of Dentistry features a learner-centered environment that supports students as they work in collaborative groups to solve challenging, patient-based problems. The expert faculty encourages evidence-based, critical-thinking, and problem-solving strategies that aid students in the acquisition of the knowledge, skills, and values needed to excel in the delivery of comprehensive oral care.

The School remains committed to keeping the curriculum flexible and integrated across the biomedical, behavioral, and clinical sciences, with the cases studied continuously changing. Student input into ongoing curricular changes is encouraged.

For more information about the application process or admission requirements, please visit our [website](#), or contact the USC School of Dentistry – Office of Admissions at 213-740-2851.

To attend our "FightOn! Fridays" informational session, please sign-up [HERE](#).

Follow us! [FACEBOOK](#) | [INSTAGRAM](#) | [TWITTER](#)

Program Details

Program Name: Doctor of Dental Surgery	City: Los Angeles	State: CA
Level: DDS	Deadline: January 31, 2019	Start Year: 2019

Documents

The **Documents** tab is only available for certain programs. If applicable, you can upload documents that will only be visible to that particular program. Documents that do not have a red asterisk are optional and do not need to be uploaded for you to submit your application.

Contact the program directly if you have any questions about their specific requirements.

If your program provides a PDF form to fill out and upload in this section, you must save and upload it as an image. Depending on your computer's operating system, there may be multiple ways to do this; a Google search can point you in the right direction.

Once your application is submitted, you cannot re-upload, update, or edit the documents in any way; however, you can upload new documents.

FAQ

Is the Program Materials section required?

Yes, you must complete this section in order to submit the ADEA AADSAS application. Some questions, though, will be optional depending on the dental school's selection.

Does completing this section mean that I don't have to submit a supplemental application to the school directly?

The answer depends on the dental school. Please check with each school to determine if information, fees, or documents are required outside of ADEA AADSAS.

Program Materials Section

Prerequisites

The **Prerequisites** tab is only available for certain programs. In it, you can assign courses you took (or plan to take) to fulfill the program's required prerequisites. You must complete Transcript Entry and Transcript Review in order to complete this section. Note that assigning these courses **does not necessarily mean you meet the program's prerequisite requirements**; the program wants you to self-identify these courses for their review. Contact each program directly if you have questions about these prerequisites.

Assign a Prerequisite

Click **Assign Course**.

Click the plus sign next to the course(s) that you believe fulfill the prerequisite. You can match multiple courses to one prerequisite, if applicable.

Click **Save and Exit**.

The screenshot displays the ADEA application portal interface. At the top, the ADEA logo and the text "THE VOICE OF DENTAL EDUCATION" are visible. The navigation bar includes "My Application" and "Add Program". The main content area is divided into two columns. The left column features a circular progress indicator showing "0/4 Sections Completed" and a list of programs: "Doctor of Dental Medicine" (Dental College of Georgia at Augusta University (DCCG)), "Doctor of Dental Surgery" (Herman Ostrow School of Dentistry of University of Southern California (USC)), "Doctor of Dental Science" (Creighton University School of Dentistry (CRE)), and "Doctor of Dental Surgery" (Howard University College of Dentistry (HOW)). The right column shows the "Prerequisites" section for the "Doctor of Dental Medicine" program. It includes a header with "Dental College of Georgia at Augusta University (DCCG)", "Doctor of Dental Medicine", and "Deadline: 09/30/2018". Below the header are three tabs: "Home", "Prerequisites", and "Questions". The "Prerequisites" section contains the following text: "You must complete your Transcript Entry in the Academic History section before you can identify prerequisites." "Minimum Required Hours: 90 semester hours (135 quarter hours) at an accredited American college or university (preference given to students who earn a baccalaureate degree)." "Academic Criteria: Minimum overall GPA: 2.8 (average GPA's: overall 3.65; science 3.6) Dental Admission Test: minimum 14/13; Averages: Academic Average:20/Perceptual Ability:21." "Because biochemistry is required, Organic chemistry II is optional." Below this text are three course assignment sections: "Principles of Biology I", "General Chemistry II", and "Biochemistry I". Each section has a progress indicator and a blue button with a plus sign and the text "Assign Course".

Program Materials Section Cont.

Herman Ostrow School of Dentistry of USC
Doctor of Dental Surgery | Deadline: 01/31/2019

Home | Prerequisites | Questions

Prerequisites

General Physics and Lab

Save and Exit

1 year = 2 semesters or 3 quarters required.
Minimum Credits: 8 | Minimum Grades: 2

UNIVERSITY OF GEORGIA Transcript

Fall 2016					
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE	
✓ CHEM 1211	Freshman Chem I	Chemistry	3.00	A	✕
✓ CHEM 1211L	Fresh Chem Lab I	Chemistry	1.00	A	✕
+ MATH 2250	Calculus I for Sci and Eng	Calculus	4.00	B+	
+ PSYC 1101	Elementary Psychology	Psychobiology	3.00	A	
+ FYOS 1101	First Year Odyssey	Special Topics	1.00	A-	
+ ENGL 1101	English Composition I	English	3.00	B	

Spring 2019					
COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE	
+ CHEM 2212	Mod Org Chem II	Organic Chemistry	3.00		
+ CHEM 2212L	Mod Org Chem Lab II	Organic Chemistry	1.00		
+ PHYS 1112	Intro Physics Electricity	Physics	4.00		
+ BIOS 2010	Elementary Biostatistics	Statistics	4.00		
+ CLAS 1010	Roman Culture	Classics	3.00		

- Click **ASSIGN COURSE** to choose from all the courses listed from your Transcript Entry section.
- Click on the course and it will turn green to show it was selected successfully.

Herman Ostrow School of Dentistry of USC
Doctor of Dental Surgery | Deadline: 01/31/2019

Home | Prerequisites | Questions

Prerequisites

You must complete your Transcript Entry in the Academic History section before you can identify prerequisites.
You must complete your Transcript Entry in the Academic History section before you can identify prerequisites.
All science courses must be taken with lab.
For courses that have not yet been taken, please click "Assign Course," then click "I am not matching any courses to this prerequisite."
After submitting the application, updated courses and grades must be emailed to uscadadm@usc.edu.

General Physics and Lab

UNIVERSITY OF GEORGIA | Course Code: CHEM 1211 | Course Title: Freshman Chem I | Grade: A

General Chemistry and Lab

Organic Chemistry and Lab

Program Materials Section Cont.

▶ Questions

- ▶ The **Questions** tab is only available for certain programs. Here, you can answer questions specific to each program. Questions may be multiple choice or open-ended text boxes. Some programs require an additional essay. Contact each program directly if you have questions.
- ▶ Select your answers for each question and then click **Save My Responses**. If copying a response into a text box, check for possible formatting changes. We suggest using simple formatting, as tabs, italics, multiple spaces, etc., will not be saved. To delineate paragraphs, type a double return between each paragraph.

The screenshot displays the ADEA application portal interface. At the top, the ADEA logo and tagline 'THE VOICE OF DENTAL EDUCATION' are visible. The main navigation bar includes 'My Application' and 'Add Program'. On the left sidebar, a circular progress indicator shows '0/4 Sections Completed'. Below this, a list of programs is shown, with the 'Doctor of Dental Surgery' program at the Herman Ostrow School of Dentistry of USC selected. The main content area features a red header for the school and program, with a 'Deadline: 01/31/2019'. Navigation tabs for 'Home', 'Prerequisites', and 'Questions' are present, with 'Questions' being the active tab. A 'Save' button is located below the navigation tabs. The 'Supplemental Questions' section contains three text input fields, each with a character count of 0/2000. The questions are: 1) 'Have you previously applied to the Herman Ostrow School of Dentistry of USC? If so, did you participate in an interview?'; 2) 'Have you taken any classes at a community college? If so, list each institution's name and the number of units you have completed.'; and 3) 'Please list your professional achievements and include when and how long.'

Submit ADEA AADSAS Application

▶ Before Submitting

- ▶ Before you submit your application, be aware of the following:
 - **You can make limited changes after you submit your application.** You can add new test scores, experiences, achievements, and/or certifications (where applicable), but you cannot edit existing entries. You can also update evaluations with "new" or "in-progress" statuses and select additional programs to apply to. All other sections are read-only.
 - **You can submit your application before your transcripts and evaluations are received.** Please note, however, that ADEA AADSAS will not review your application until all your transcripts, payments, and evaluations are received.
 - **Do not wait until the last minute.** You can submit your application up until 11:59 PM ET on the deadline date; however, ensure you allow for time to complete the required payment section. You must click **Submit** and complete the final payment information before the deadline in order to guarantee your submission is accepted. Additionally, be aware that during their busiest times you may experience page loading delays, and these may occur outside of customer service's hours of operation. ADEA AADSAS cannot grant deadline extensions if you miss your deadline; contact your programs directly for more information.

▶ Fee Assistance Program

- ▶ Check the **ADEA AADSAS Application Fees** section before submitting to see if you qualify for the available Fee Assistance Programs.

▶ Submitting Your Payment

- ▶ When you are ready to submit your application, go to the **Submit Application** tab and click **Submit**. Payments can only be made in the application via a credit card. They accept Visa, Mastercard, American Express, and Discover. Credit card payments cannot be made over the phone.
- ▶ Once you submit your application and payment, click **View Payment History** for each program on the **Check Status** page to confirm your payment's receipt.

Submit ADEA AADSAS Application

Completing Your ADEA AADSAS Application

- ▶ Your application must be considered "complete" to be placed in line for verification. In general, an application is complete when:
 - All official transcripts have been received and posted to your application.
 - If you used the Professional Transcript Entry (PTE) service, you have approved the work completed.
 - Your application fee payment was submitted and marked as received.
 - You submitted your application and received an email confirming it was successfully submitted.
 - Your application Program Status is "Complete."
- ▶ Note that your selected programs may have specific requirements for completion (i.e., supplemental applications, official transcripts, document uploads, etc.). Contact your programs directly if you have questions about their requirements. Failure to submit all required materials may jeopardize your eligibility for admission consideration. Review each [program's homepage](#) in the Program Materials section to ensure you are meeting all requirements.

After Submitting

- ▶ You'll receive a confirmation email acknowledging that your application was submitted. Note that submitting does not mean your application is being reviewed by your programs. Depending on what materials were already received, submitting changes your application status from "In-Progress" to "Received" or "Complete."

What is Verification?

Definition

- ▶ Verification is the process used to ensure all of your coursework was entered correctly and consistently. Since credit values, grade values, and course subjects vary widely from school to school, your programs need some type of standardization so they can accurately compare applicants. This standardization is achieved by using your coursework to create a standard set of GPAs, ensuring you are compared to other applicants fairly and equally.
- ▶ Several things happen during verification:
 - Each course you entered in the [Transcript Entry](#) section gets placed under a specific [course subject category](#).
 - Each grade you entered in the [Transcript Entry](#) section gets converted to a ADEA AADSAS [grade value](#).
 - [GPAs are calculated](#) using the converted grade values.
- ▶ If significant mistakes are found in your application during the verification process, your application will be [undelivered](#), or returned to you for corrections.

Timeline

- ▶ Once all of your required application materials are received, your application's status changes to **Complete** and your application is placed in line to be verified. Verifications occur in chronological order and on average take two weeks to complete. Once your application is verified, you will receive a notification and your application's status will change to **Verified**.

How ADEA AADSAS Programs Receive Your Application

When Programs Review Your Application

- ▶ Once you pay for and submit your application, you'll receive a confirmation email and ADEA AADSAS will send your application electronically to your programs. Your programs choose when to review your application. Once your application is verified, contact the programs directly with any questions about your application's status.

Why Programs Don't Receive Your Application

- ▶ Programs don't receive your application when the following occurs:
 - You did not submit your application to the program.
 - You did not submit payment.
 - Your application has an Undelivered status.
 - Your application has been placed on hold. Applications are placed on hold when:
 - You have created more than one application account for the cycle, and the duplicates are placed on hold.
 - You have chosen to withdraw your application for the cycle.
 - Your application has been suspended as a result of a code of conduct or ethics violation.
 - A credit card payment was charged back.
- ▶ If your application is on hold, contact [ADEA AADSAS Customer Service](#) for more information.

Calculating Your ADEA AADSAS GPAs

Overview

During verification, ADEA AADSAS uses the information you entered in the **Transcript Entry** section to calculate several GPAs, including GPAs for each institution you attended. To calculate these GPAs, each A-F or 0-100 grade you entered in the **Grade** field is first converted to a ADEA AADSAS numeric grade value, then multiplied by the attempted credits. The resulting product is Quality Points.

Your total Quality Points are then divided by your Attempted Credits to determine your GPA.

Non-graded credits are not included in your GPAs. Non-graded credits are earned credits for which you did not receive actual letter grades (e.g., advanced placement credits, "pass" or "satisfactory" credits, college board AP exams, etc.).

ADEA AADSAS calculates all GPAs in semester hours. Courses that were completed in quarter hours are converted to semester hours. The conversion ratio is 1.0 quarter hour = 0.667 semester hours.

Use the [GPA Calculator](#) to see how ADEA AADSAS will calculate your GPA.

CLICK [HERE](#) TO LEAN MORE ABOUT GPA CALCULATIONS. CLICK [HERE](#) FOR THE ADEA AADSAS GRADE VALUES CHART.

Do repeated courses factor into my GPA?

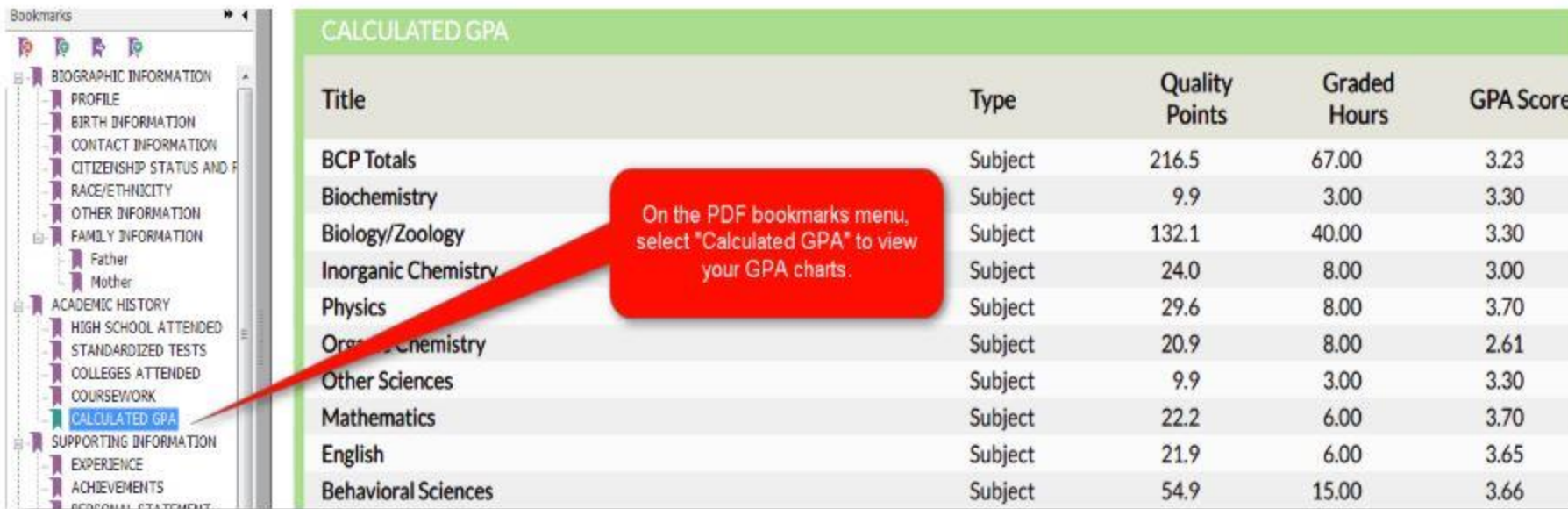
ADEA AADSAS must standardize applicant information throughout the country, and therefore does not recognize individual school or academic "forgiveness" policies in regard to repeated courses, as each college treats these situations differently. Some schools average the two grades together, other factor in the higher grades, some take the second grade even if it's lower than the first, and others don't recognize repeated courses at all. Therefore, ADEA AADSAS must factor both grades in your AADSAS GPA. Once your application arrives at your designated programs, they may or may not recalculate your GPA depending upon their own individual policies.

Where will I be able to view my GPAs?

Once coursework is verified, please log in to your account and visit the Check Status tab on the homepage of your application to download a PDF of your application and review your GPAs as your programs will see them.

Find Your GPA Calculations

- ▶ You can view your ADEA AADSAS GPAs once your application has been verified. To view your ADEA AADSAS GPAs:
 - From the application dashboard, navigate to the Submit Application tab.
 - Click the download button located next to any program you applied to.
 - Open the PDF and use the bookmarks to navigate to the Calculated GPA section.



On the PDF bookmarks menu, select "Calculated GPA" to view your GPA charts.

CALCULATED GPA					
Title	Type	Quality Points	Graded Hours	GPA Score	
BCP Totals	Subject	216.5	67.00	3.23	
Biochemistry	Subject	9.9	3.00	3.30	
Biology/Zoology	Subject	132.1	40.00	3.30	
Inorganic Chemistry	Subject	24.0	8.00	3.00	
Physics	Subject	29.6	8.00	3.70	
Organic Chemistry	Subject	20.9	8.00	2.61	
Other Sciences	Subject	9.9	3.00	3.30	
Mathematics	Subject	22.2	6.00	3.70	
English	Subject	21.9	6.00	3.65	
Behavioral Sciences	Subject	54.9	15.00	3.66	

Find Your GPA Calculations Cont.

Discrepancies:

- ▶ Because of the standardization that occurs during verification, it is not uncommon to see GPA discrepancies between what your schools calculate and what ADEA AADSAS calculates. Discrepancies occur because:
 - ADEA AADSAS does not recognize an individual school's policies for forgiveness, academic renewal, or grade replacement for repeated courses. All grades earned for repeated courses are factored into your ADEA AADSAS GPA.
 - ADEA AADSAS's numeric grade values differ from an individual school's.
 - ADEA AADSAS calculates all GPAs in semester hours. Courses that were completed in quarter hours are converted to semester hours. The conversion ratio is 1.0 quarter hour = 0.667 semester hours.
 - ADEA AADSAS breaks down your GPA by academic year, not by college or university. Coursework completed at multiple schools for similar academic years get combined. For example, if you completed freshman coursework at College ABC and freshman coursework at College XYZ, ADEA AADSAS uses all of that coursework to calculate the GPA for your freshman academic year.
- ▶ Click [here](#) to learn how to dispute and correct ADEA AADSASS Course Subjects and GPAs

Updates

Overview

- ▶ After you submit, you can make limited changes to your application and materials. Review the changes allowed for coursework, transcripts, and other sections below.

Updating Your Coursework and Transcripts

▶ What is Academic Update?

- Academic Update allows you to update planned or in-progress coursework that you completed since your application was originally verified. Academic Update is an optional process; check with your programs to determine if they require it. During the Academic Update window, you can also enter new planned/in-progress coursework for the upcoming term(s).

▶ Am I Eligible for Academic Update?

- You are eligible for AU if you have at least one program in the Verified status by February 2, 2024. You can find your application status under the **Check Status** tab. Updates are available within the following timeframes:
 - August 15, 2023 - September 29, 2023
 - December 1, 2023 - February 2, 2024
 - You will receive an email when the Academic Update periods are open and available.

Updates Cont.

▶ **What Happens When I Update My Coursework?**

- Academic Update helps ensure your programs have the most up-to-date information about your coursework. If you update your coursework during the Academic Update window, ADEA AADSAS verifies your new courses, calculates updated ADEA AADSAS GPAs, and sends this information to your programs.
- Since updated coursework will be verified, you must arrange for your updated official transcripts to be sent directly to ADEA AADSAS as soon as you receive an email confirmation from ADEA AADSAS confirming that your Academic Update was successfully submitted. Do not request that transcripts be sent to ADEA AADSAS beforehand; they will not qualify for Academic Update and will need to be resubmitted.
- Once your new transcripts are received, your new coursework is placed in line to be verified. Verifications occur in chronological order and on average take two weeks to complete. You will receive an email when your Academic Update is verified.
- Note that your application status will remain as Verified throughout the Academic Update process.

▶ **Which Courses Should I Update?**

- You can update any coursework you initially marked as in-progress or planned, as well as add courses that are planned for the next term. You cannot update terms that are already verified or add terms from previous years (e.g., you forgot to add a term from 2014). If you are updating coursework as a re-applicant, review [Use an Existing ADEA AADSAS Account to Re-apply](#).
- Note that you can only update your grades once during the Academic Update period. For example, if you've listed fall coursework as in-progress or planned, wait until that term is completed and you've received your final grades before you submit your Academic Update. Be mindful of the Academic Update deadline and submit before it closes.

Updates Cont.

▶ **How Do I Complete the Academic Update Process?**

- Academic Update is a three-step process:

▶ **Update Your Coursework**

- Ensure your application's status is Verified on the **Check Status** tab.
- Navigate to the **Academic History** section.
- Click **Transcript Entry**.
- Click **Edit** under the school you are updating.
- Click the **blue pencil** next to the term you are updating (if you need to add a new term, click **Add Term**).
- Change the **In Progress/Planned** box to **Completed**.
- Update your courses, credits, and grades.
- Click **Save All**.

▶ **Submit Your Application**

- Click **Submit My Updates** to send the updated information to your programs no later than 11:59 PM ET on February 2, 2024.

▶ **Send Your Updated, Official Transcripts to ADEA AADSAS**

- ADEA AADSAS must receive your official transcripts by February 9, 2024. Arrange for your updated official transcripts to be sent directly to ADEA AADSAS as soon as they are available.

Updates Cont.

▶ **Updating Other Application Sections**

- ▶ Once you submit your application, most sections are locked to prevent edits. Updates you can make include:
 - ▶ Editing your contact information.
 - ▶ Editing your profile information (username, password, security question, etc.).
 - ▶ Adding programs with deadlines that have not yet passed.
 - ▶ Adding new evaluations (if you have not yet requested the maximum number of evaluations).
 - ▶ Editing or deleting evaluations that remain incomplete.
 - ▶ Adding new test scores, experiences, achievements, and/or certifications, if applicable (you are unable to edit or delete existing entries).
 - ▶ Editing program materials for programs you have not yet submitted to (programs you have already submitted to will be locked).
- ▶ After making your updates, click **Update my application** to send the changes to your programs. If you have updates for other sections of your application, submit these updates directly to your programs.

What I Learned from My Dental School Application Journey Panelists



INTERVIEW TIPS

FEATURING:

Harvard School of Dental Medicine

University of Louisville School of Dentistry

Indiana University School of Dentistry

New York University College of Dentistry

A.T. Still University- Arizona and Missouri

Rutgers, The State University of New Jersey, School of Dental Medicine

University of the Pacific Arthur A. Dugoni School of Dentistry

FEATURING:

University of Minnesota School of Dentistry

University of New England College of Dental Medicine

Western University of Health Sciences College of Dental Medicine

Case Western Reserve University School of Dental Medicine

Virginia Commonwealth University School of Dentistry

University of Iowa College of Dentistry

University of Missouri Kansas City School of Dentistry



Questions?

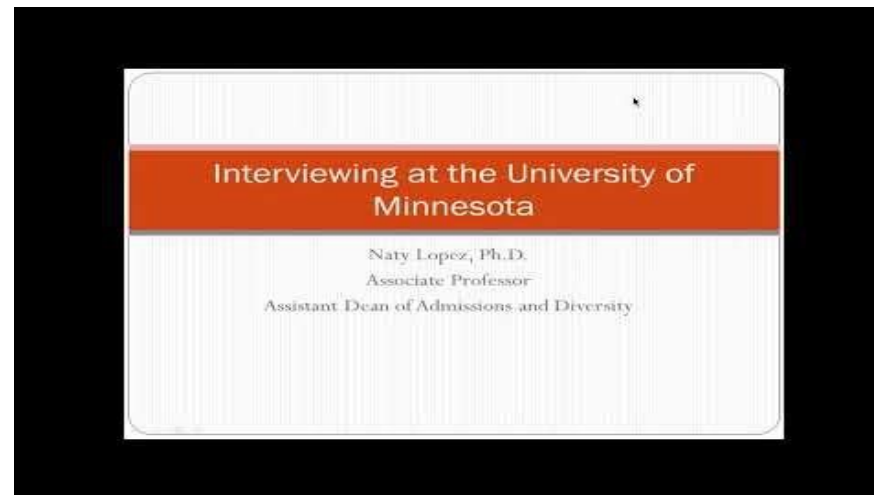
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HARVARD
School of Dental Medicine

HSDM Class of 2020 following the White Coat Ceremony



Interviewing at the University of Minnesota

Naty Lopez, Ph.D.
Associate Professor
Assistant Dean of Admissions and Diversity

More Interview Resources

- ▶ [ADEA Virtual Interview Tips](#)
- ▶ [Preparing for the Interview](#)
- ▶ [The Medical School Interview](#)

GOOD LUCK!

