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## IDAHO DENTISTRY LICENSING GUIDE

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GLOBAL TALENT IDAHO  
UPDATED 2020

## **IMPORTANT NOTIFICATION:**

### **IDAHO STATE BOARD OF DENTISTRY EDUCATION REQUIREMENTS**

The Idaho State Board of Dentistry's rules on licensing require a foreign trained dentist to enroll in an American Dental Association (ADA) accredited Doctor of Dental Surgery (DDS)\* or Doctor of Medicine in Dentistry (DMD)\* program to be eligible to apply for an Idaho license. There are an increasing number of ADA accredited DDS/DMD programs that offer accelerated programs for international dentists, also known as International Dental Programs. Most schools that offer IDP programs are registered with the American Dental Education Association's Centralized Application for Advanced Placement for International Dentists (ADEA CAAPID). ADEA CAAPID provides a thorough list of institutions that currently accept applications from international dental graduates through ADEA CAAPID. [Click here](#), to find out which institutions provide this service.

\*DDS and DMD programs are identical programs with the same degree. Dentists who have a DMD or DDS have the same education. It's up to the universities to determine what degree is awarded, but both degrees use the same curriculum requirements.

Currently, Idaho does not offer any DDS/DMD programs in the state; you will need to seek a program out-of-state. You will most likely need to move to the state you wish to receive your degree from. There are no current online programs that offer DDS degrees.

**The following are typical costs associated with attending a dental program. Remember, there is the potential for scholarships and other financial aid options. It is recommended that you contact the institutions that you wish to apply to for more information.**

#### **Typical costs:**

- The cost of dental programs varies widely between institutions, both public and private. Costs can vary from **\$100,000** to **\$300,000** for an advanced international dental program.

**Additional costs:**

- You should also consider the costs for Dental admissions testing, laptop and software, instruments and supplies, book prices, and personal expenses such as rent. This can be an additional cost of up to **\$50,000** dollars over the course of the program.

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## **1. HOW THE PROFESSION IS ORGANIZED IN IDAHO**

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### REGULATION

In the state of Idaho, you must be licensed to practice dentistry. The Idaho State Board of Dentistry is the regulatory agency that oversees the licensing process for dentistry.

In order to receive your dental license, the Idaho State Board of Dentistry requires each candidate to graduate from an ADA [accredited](#)\* DDS program and pass a regionally accepted examination. In order to sit for regional examinations, internationally trained dentists need to complete numerous steps in order to receive their license and practice in Idaho.

This guide includes all the necessary steps in order to receive your license in Idaho. This process includes: foreign credential evaluation, 3 exams, and completion of an international dental ADA [accredited dental program](#)\* program.

**\*It is worth noting, the ADA is the leading body that looks at the overall profession of dentistry. The ADEA is the leading body that specifically focuses on the education of dentists. Make sure that the international dental program that is accredited by ADA also participates in ADEA CAAPID.**

### EMPLOYMENT

Most U.S. dentists are self-employed or partnered with one or more colleagues in a private practice with a team of dental hygienists. About 89% of dentists are in generalist practices, according to the Bureau of Labor Statistics. Another 6% of dentists are in the field of Orthodontist. The [average salary](#) of dentists in Idaho is around \$150,000.

*It is not uncommon for some international dentists to become dental assistants or dental hygienists.*

**2. TIME AND COSTS**

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Successfully licensing as a Dentist in Idaho depends on many factors. Some of these include:

- The completeness of your educational and professional records
- Your performance on several tests
- Your ability to attend and finance an International Dental Program

The following is a hypothetical scenario of the time and cost it would take for you to become licensed as a dentist in the U.S.

HYPOTHETICAL SCENARIOS FOR DENTIST LICENSING:

Step	More Efficient Scenario <i>Approximate Time and Cost</i>
1. <a href="#">Create ADEA CAAPID application</a>	<ul style="list-style-type: none"> <li>• \$251 for first school, \$105 for additional schools.</li> </ul>
2. Receive credential evaluations from <a href="#">Educational Credential Evaluators (ECE)</a> and <a href="#">World Education Services</a> (depending on school requirements), and receive your DENTPIN  <b>*Every program that you will apply to requires an evaluation from Educational Credential Evaluators (ECE). However, some institutions also require a WES evaluation. Please, make sure that you know what programs you are applying to require, <a href="#">click here</a> to find out more.</b>	<ul style="list-style-type: none"> <li>• Your degree evaluation from ECE: \$160+</li> <li>• Your degree evaluations from WES: \$205</li> <li>• 1-6 months (depending on the ability to receive your official transcript from an overseas institution)</li> </ul>
3. Take and Pass NBDE <a href="#">Part I</a> and <a href="#">Part II</a> (optional order depending on school requirements) <b>**Every program that you will apply to requires an applicant to take and pass the NBDE Part I and Part II. Some institutions require that the NBDE Part II is completed prior to applying for the program, whereas others allow students to take the NBDE Part II at the end of the program. Please, make sure that you know what programs you are applying to require <a href="#">click here</a> to find out more.</b>	<ul style="list-style-type: none"> <li>• Take and pass the NBDE Part I the first time: \$435</li> <li>• Take and pass NBDE Part II the first time: \$490</li> <li>• <b>Total:</b> \$925 and 1+ year for study and preparation</li> </ul>

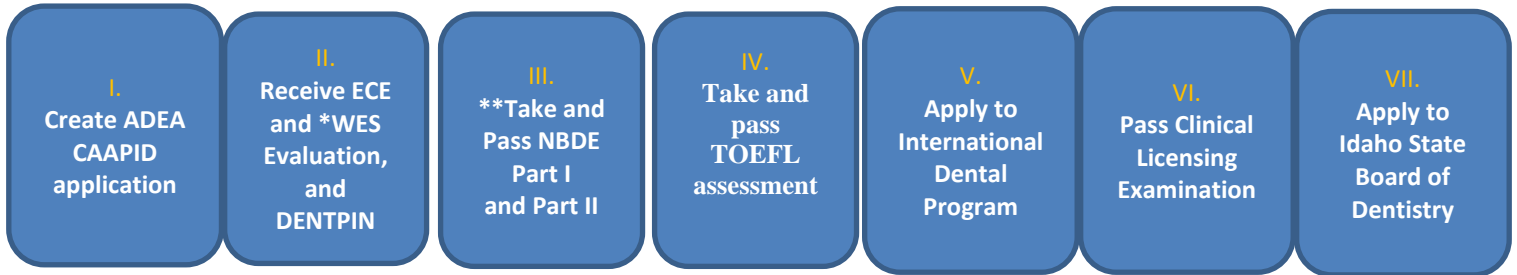
<p>4. Take and pass the <a href="#">TOEFL ibt English proficiency examination</a></p>	<ul style="list-style-type: none"> <li>• Take and pass the TOEFL to the minimum requirements stated by the school you wish to apply to.</li> <li>• \$160 and 1 week</li> </ul>
<p>5. Apply to an ADA accredited International Dental Program</p>	<ul style="list-style-type: none"> <li>• You apply for a few programs and are accepted into a program.</li> <li>• Your financial aid package includes both loans and grants</li> <li>• \$200,000 average + 2-3 years depending on the length of the program.</li> <li>• <b>NOTE:</b> There are options for scholarships to help alleviate the cost. Contact the school you are interested in for more information.</li> </ul>
<p>6. Take and Pass either ADEX, WREB, or CRDTS</p>	<ul style="list-style-type: none"> <li>• You then take any one of the three accepted examinations</li> <li>• <a href="#">ADEX: \$2,295</a></li> <li>• <a href="#">WREB: \$2,500 +/-</a></li> <li>• <a href="#">CRDTS: \$1,025</a></li> <li>• Each one can take about 5 months to prepare for.</li> </ul>
<p>7. Apply to Idaho State Board of Dentistry</p>	<ul style="list-style-type: none"> <li>• <a href="#">Idaho State Board of Dentistry Application Fee: \$300</a></li> <li>• Controlled Substance License: \$60</li> <li>• Sedation Permit: \$300</li> <li>• \$660 and 4 months</li> </ul>
	<p><b>Most Efficient Total About \$205,000 and 4 1/2 years</b></p>

### 3. ELIGIBILITY FOR LICENSING

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This section explains 7 important steps that you need to complete before you can be licensed to practice dentistry in Idaho. The steps to licensing are as follows:

#### DENTIST LICENSING MAP



**\*Every program that you will apply to requires an evaluation from Educational Credential Evaluators (ECE). However, some institutions also require a WES evaluation. Please, make sure that you know what programs you are applying to require, [click here](#) to find out more.**

**\*\*Every program that you will apply to requires an applicant to take and pass the NBDE Part I and Part II. Some institutions require that the NBDE Part II is completed prior to applying for the program, whereas others allow students to take the NBDE Part II at the end of the program. Please, make sure that you know what programs you are applying to require [click here](#) to find out more.**

#### **I. CREATE AN ADEA CAAPID ACCOUNT AND APPLICATION**

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\*The following information in this section has been provided by ADEA CAAPID. For more information, please go to:

American Dental Education Associations' Centralized Application for Advanced Placement for International Dentists (ADEA CAAPID) (2016). ADEA CAAPID Application Instructions. Retrieved from <http://www.adea.org/CAAPIDapp/Instructions.aspx>.

#### *ADEA CAAPID Overview*

The ADEA Centralized Application for Advanced Placement for International Dentists (ADEA CAAPID) is the centralized application service for foreign trained dental graduates who wish to practice dentistry in the United States or Canada. ADEA CAAPID is the place to research and apply to participating advanced standing dental programs without having to go through traditional D.D.S./D.M.D. programs. Save time and energy by completing one application for



multiple programs. ADEA CAAPID applicants can locate programs by state or program name before applying by using the [ADEA CAAPID Directory](#).

**IT IS IMPORTANT TO NOTE: The ADEA CAAPID process encompasses the entire process of applying to advance programs for internationally trained dentists. This includes credential evaluation, taking and passing the NBDE examinations, TOEFL assessment, and the application process to specific programs. It is important to look at the ADEA CAPPID Directory to know what programs require in order to make sure that you are prepared for applying.**

#### *Application Process*

**It is the applicant's responsibility to read, understand and follow all [ADEA CAAPID and program-specific instructions](#).**

The ADEA CAAPID application is available March – February of each year and applicants can begin an application by visiting [caapid.liasoncas.com](http://caapid.liasoncas.com). In order to complete the application, an applicant must complete five sections: Program Selections, Personal Information, Academic History, Supporting Information, and Program Materials

**\*\*Important note**, while the process of receiving your transcripts can take time and may be over a year, applicants who created an ADEA CAAPID account in the previous year will need to re-apply for the current admissions cycle. For more information about this very important step, please contact ADEA CAAPID directly: 617-612-4339.

#### *Application Fee*

The application fee for ADEA CAAPID depends on the number of programs to which an applicant applies. The current fee is **\$251** for the first program designation and **\$105** for each additional program designation. Please, [click here](#) for more information on current fees.

Payment for the ADEA CAAPID application can be made by credit card or debit card only (Visa, MasterCard, American Express or Discover). No checks, money, or money orders will be accepted and should not be mailed to ADEA CAAPID.

Most advanced standing programs charge a supplemental application fee in addition to the ADEA CAAPID application fees. These program-specific supplemental application fees should be paid directly to the program requesting the payment per their instructions.

## **II. FOREIGN CREDENTIAL EVALUATION AND DENTPIN**

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ADEA CAAPID **requires** ONE (1) official copy of a course-by-course evaluation from either Education Credential Evaluators or in some cases World Education Services. Foreign transcript evaluations completed by any other organization will not be accepted and should not be sent to ADEA CAAPID. **Applicants should check the specific foreign transcript evaluation requirements for each program they are applying to on the [ADEA CAAPID Directory](#).**

**IMPORTANT INFORMATION:** In addition, all foreign transcript evaluations must be provided electronically to ADEA CAAPID directly from the evaluating organization. Electronic foreign transcript evaluations **MUST** be requested using the “Order Evaluation” button located beneath the name of the dental school directly within the ADEA CAAPID application after listing the dental school attended. Evaluations ordered by going directly to the WES or ECE website will not be sent electronically to ADEA CAAPID, and will not be accepted.

### **A. Educational Credential Evaluators (ECE)**

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Electronic foreign transcript evaluations **MUST** be requested using the “[Order Evaluation](#)” button located beneath the name of the dental school directly within the ADEA CAAPID application after listing the dental school attended. The application fee is **\$160** for a course-by-course evaluation, for more detailed information about fees go to the [Services and Fees](#) section of ECE’s website. **Make sure** to ask which report is needed by the school you wish to apply to.

ECE requires you to submit the following:

1. *ECE Application.* The ECE application starts by creating an account at ADEA Centralized Application for Advanced Placement for International Dentists (CAAPID) can be accessed online at <https://caapid.liaisoncas.com/applicant-ux/#/login>.
2. *\*Official Transcripts.* You will need to send your dentistry school transcripts. Official transcripts must include:
  - a. School seal/stamp
  - b. Signature (in ink) of a pharmacy school official
  - c. Dates you attended pharmacy school
  - d. The number of hours of study
  - e. Grades or other documentation proving completion

**\*If you do not have an official transcript that is sealed, you will need to receive one from the institution where you received your degree.**

3. *Unofficial photocopies* of transcripts WILL NOT be accepted.
4. *Official Proof of Degree.* In order to accept the official proof of the dentistry degree, it must include the title of the degree and the date of issuance.
5. *English Translations:* It is not required to submit official/certified translations; simple and legible photocopies will be accepted. You may prepare the translations yourself, if they are complete, literal, word-for-word, and in the same format as the original document.

**All official documentation must:**

- Include an inked or impressed seal or stamp of the issuing body.
- Include an inked signature of the individual from the issuing body authorized to certify the document.
- Be sealed in an envelope by the issuing body. A seal, stamp, or signature of an official must overlap the flap closure and the envelope.

**B(1). Complete WES Online Application and Submit Payment**

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**\*Depending on whether the program you are applying to requires a WES evaluation, this process might not be applicable. Please, make sure that you know what programs you are applying to require, [click here](#) to find out more.**

*Application and Fee*

Electronic foreign transcript evaluations **MUST** be requested using the “[Order Evaluation](#)” button located beneath the name of the dental school directly within the ADEA CAAPID application after listing the dental school attended. Once you have filled out all your information you will be asked for which services you would like to choose. It is recommended that you choose the WES ICAP Course-by-Course evaluation. This costs **\$205**.

**B(2). World Education Services English Translation Requirements**

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WES requires precise, word-for-word English translations from your university or certified translation service. The translations must be in the exact order as they appear on the foreign language document. Please refer to the [document requirements](#) for your country of education for further instructions.

Certified translations do not need to be sent in a sealed envelope. They can be sent to WES by the applicant. Please send legible **photocopies** of word-for-word English translations for all foreign documents. Please *do not send* original translation documents as they cannot be returned.

WES does not provide translation services. You may use any certified translation service or contact [University Language Services](#) Inc. at 1-800-419-4601.

**University Language Services**

ULS translates transcripts, certificates, and diplomas. Your documents need to be translated and sent to WES before your evaluation can be completed. For the purpose of translating your documents, you can send a copy of your documents to University Language Services for a free

quote on how much it will cost you to have your documents translated, please follow the link:

<https://www.universitylanguage.com/quotes/>.

Once you have received your translated copies, communicate with University Language Services to have your translated copies sent to WES:

WES Reference No. \_\_\_\_\_

World Education Services

Attention: Documentation Center

64 Beaver St, #146

New York, NY 10004

U.S.A.

### **C. Dental Personal Identification Number (DENTPIN)**

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A DENTPIN is a personal identification mechanism used by students and professionals involved with the U.S. dental education systems and standardized testing programs. The name that you provide in your records must match with the identification card that you will receive. You will not be allowed to test if these two identifications do not match.

### **III(a). NATIONAL BOARD OF DENTAL EXAMINATION (NBDE) PART I** [Back to Top](#)

The following information in this section has been provided by the Joint Commission on National Dental Examinations (JCDNE). For more information, please go to:

JCNDE (2020). [National Board Dental Examination, Part I 2016 Guide](#).

**\*\*Important Information:** It is imperative that you make sure that the name on your identification card and the names on all forms and exams is the same. If the name on your NBDE Part I application and your IDs do not match exactly, you will be denied admission to the examination. As a result, you will forfeit your testing appointment and application fee. You will be required to submit a new application.

### *Overview*

Once you have completed your ECE evaluation and retrieved your DENTPIN, you will be allowed to take the NBDE Part I Exam. The NBDE Part I assesses foreign trained dentists' knowledge, qualifications, and the ability to understand essential biomedical information and dental sciences. In order to properly gauge this knowledge, the NBDE Part I also assesses the ability to apply problem-solving techniques to real life situations.

Fee: See the “Examination Fees” section of the [NBDE Part I Exam Guide](#).

### *Applying for NBDE Part I*

You can apply to take the NBDE Part I exam by visiting the Joint Commission on National Dental Examinations (JCNDE) website: [https://dts.ada.org/login/login\\_ADA.aspx](https://dts.ada.org/login/login_ADA.aspx).

Depending on whether you meet eligibility requirements for testing, you may be able to take the NBDE Part I. For more information on eligibility requirements for Dentist - Graduate of a Non-Accredited Dental School from foreign schools, review the [NBDE Part I Exam Guide](#) under the section “Eligibility Requirements”.

Once you have become eligible for the NBDE Part I, JCNDE will forward your eligibility information to Prometric once your application has been approved. You will receive an email detailing how to schedule a testing appointment. Please note, once you have received this email, wait 24 hours to schedule your exam.

For more information on applying for NBDE Part I, please review the [NBDE Part I Exam Guide](#) under the section “Apply for DENTPIN and Apply for Examination”.

### *Scheduling Exam*

Prometric, Inc. Test Centers administer the NBDE Part I in the United States, its territories (including Guam, Puerto Rico, and the Virgin Islands), and in Canada. You will receive an email with testing appointment scheduling instructions. You can visit [Prometric](#) or call 800.688.5804 to schedule a testing appointment. The Prometric Contact Center will NOT schedule a candidate

before receiving authorization from the JCNDE. Additionally, local test centers cannot schedule, reschedule, or cancel appointments.

### *Examination Preparation*

The American Student Dental Association offers reprints of previous versions of the NBDE Part I. To purchase copies of these examinations, visit the [ASDA Online Store](#) and create an account. Please download and read the following documents for additional important information:

- [Arbitration Agreement](#) (PDF)
- [Test Day Checklist](#) (PDF)

### *Retake/Failing Examination*

If you did not pass the NBDE Part I exam, you are required to wait a minimum of 90 days until you can apply to take the NBDE Part I again. If you do not pass the exam after three attempts you will be required to wait 12 months until you can reapply for the exam. For more information about reexamination, review the [NBDE Part I Exam Guide](#) section “Eligibility for Reexamination”.

Retake fee: You will need to resubmit an application and the standard examination fee listed in the [NBDE Part I Exam Guide](#).

### **III(b). NATIONAL BOARD OF DENTAL EXAMINATION (NBDE) PART II [Back to Top](#)**

\*\*The following information in this section has been provided by the Joint Commission on National Dental Examinations (JCDNE). For more information, please go to:

JCNDE (2020). [National Board Dental Examination, Part II 2016 Guide](#).

\*\* It is imperative that you make sure that the name on your identification card and the names on all forms and exams is the same. If the name on your NBDE Part II application and your IDs do not match exactly, you will be denied admission to the examination. As a result, you will forfeit your testing appointment and application fee. You will be required to submit a new application.

### *Overview*

Once you have completed your DMD/DDS program, you will be able to take the NBDE Part II exam. This is a comprehensive examination and consists of 500 exam items. For each discipline, approximately 80% of the items are intermingled, discipline-based and approximately 20% are interdisciplinary case-based items. A case consists of a patient scenario/history and a set of items from the various disciplines that are associated with the scenario. For more information regarding the details of the NBDE Part II exam, refer to the [NBDE Part II Exam Guide](#).

Fee: See the “Examination Fees” section of the [NBDE Part II Exam Guide](#).

### *Before applying for NBDE Part II*

In order to apply for the NBDE Part II you must receive a DENTPIN (Dental Personal Identification Number). For more information on how to receive your DENTPIN, click on the following link: <http://www.ada.org/en/education-careers/dentpin/>

### *Applying for NBDE Part II*

You can apply to take the NBDE Part II exam by visiting the Joint Commission on National Dental Examinations (JCNDE) website: [https://dts.ada.org/login/login\\_\\_ADA.aspx](https://dts.ada.org/login/login__ADA.aspx).

Depending on whether you meet eligibility requirements for testing, you may be able to take the NBDE Part II. For more information on eligibility requirements for Dental Graduates of a Non-Accredited Dental Schools, review the [NBDE Part II Exam Guide](#).

Once you have become eligible for the NBDE Part II, JCNDE will forward your eligibility information to Prometric once your application has been approved. You will receive an email detailing how to schedule a testing appointment. Please note, once you have received this email, wait 24 hours to schedule your exam.

For more information on applying for NBDE Part II, please review the [NBDE Part II Exam Guide](#) under the section “Apply for DENTPIN and Apply for Examination”.



### *Scheduling Exam*

Prometric, Inc. Test Centers administer the NBDE Part II in the United States, its territories (including Guam, Puerto Rico, and the Virgin Islands), and in Canada. You will receive an email with testing appointment scheduling instructions. You can visit [Prometric](#) or call 800.688.5804 to schedule a testing appointment. The Prometric Contact Center will NOT schedule a candidate before receiving authorization from the JCNDE. Additionally, local test centers cannot schedule, reschedule, or cancel appointments.

### *Examination Preparation*

The American Student Dental Association offers reprints of previous versions of the NBDE Part II. To purchase copies of these examinations, visit the [ASDA Online Store](#).

Please download and read the following documents for additional important information:

- [Arbitration Agreement](#) (PDF)
- [Test Day Checklist](#) (PDF)

### *Retake/Failing Examination*

If you did not pass the NBDE Part II exam, you are required to wait a minimum of 90 days until you can apply to take the NBDE Part II again. If you do not pass the exam after three attempts, you will be required to wait 12 months until you can reapply for the exam. For more information about reexamination, review page 16 of the [NBDE Part II Exam Guide](#) in the section “Eligibility for Reexamination”.

Retake fee: You will need to resubmit an application and the standard examination fee listed in the [NBDE Part II Exam Guide](#).

### III. TOEFL iBT ENGLISH ASSESSMENT

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Most dental schools require the English proficiency test (TOEFL ibt preferred) before enrolling into a program. **NOTE: In order to receive licensure, you are not required to take an English language examination.**

- The TOEFL iBT is offered by Educational Testing Service (ETS). Candidates must register at ETS for information regarding the TOEFL iBT, including dates and location of examinations, fees, and application procedures. Boise has one testing center in the area. The cost for the examination is **\$160**, which is accepted by credit or debit card online.
- In order to sit for the exam, please fill out the online application form at [www.toefl.org](http://www.toefl.org).
- For your institutions' purposes, candidates choosing to take the TOEFL iBT must take each subsection of the TOEFL iBT.
- The minimum required scores on the TOEFL iBT varies between different programs. Some schools have different score requirements. It is worth checking with the schools you are applying to find out what their minimum required scores are. All candidates must pass all sections of the TOEFL iBT in a single examination administration.
- The institution that you will be applying to requires original score reports directly from Educational Testing Service; copies are not acceptable. **Because ETS only maintains score reports for two years from the date of examination, candidates should plan accordingly to ensure that score reports do not expire before requesting that they be submitted to the program.**
- Contact information for the TOEFL iBT: P.O. Box 6151, Princeton, NJ 08541; Web site: [www.toefl.org](http://www.toefl.org); telephone: 609-771-7100.

#### **IV. ADA ACCREDITED INTERNATIONAL DENTAL PROGRAM**

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Once you have completed the requirements for the international dental program of your choice and uploaded it to your ADEA CAAPID account; you will be able to apply to institutions that you specifically requested.

***Remember:*** *There is the potential for scholarships and other financial aid options. It is recommended that you contact the institutions that you wish to apply to for more information.*

The state of Idaho requires foreign trained dental graduates of non-approved institutions by the American Dental Association to enroll in and complete an ADA accredited program and earn either a DDS or DMD degree. Some institutions throughout the U.S. offer International Dental Programs to help foreign trained dentists achieve their DDS/DMD degrees in an accelerated format. There are no programs in Idaho that offer DDS or DMD. You will need to research other schools and see if moving to another state to become a resident for lower tuition is a good option for you.

#### **INTERNATIONAL DENTAL PROGRAMS APPLICATION**

There are currently 36 institutions throughout the U.S. that offer accredited International Dental Programs. All these institutions have different requirements for admissions into the program. Please, go to the [ADEA CAAPID Directory](#) to look up schools that you might be interested in. Once you click on the school of interest, there will be thorough information about what the school requires for admissions and how to contact the institution for an application. In order to understand the specific requirement of the school, you will need to contact these schools directly. Below, is an example of the University of Washington School of Dentistry:

#### **University of Washington School of Dentistry**

<https://dental.washington.edu/>

#### **Description of Program**

The University of Washington International Dentist DDS Program offers qualified graduates of foreign dental programs the opportunity to earn the Doctor of Dental Surgery (DDS) degree at the University of Washington School Of Dentistry. Successful completion of a pre--clinical qualification course and the advanced standing placement DDS program will allow graduates to take state or region board examinations to be eligible for dental licensure and dental practice within the United States.

### **Contact Information**

Memory Brock  
University of Washington  
School of Dentistry  
Office of Education Partnerships and Diversity  
1959 NE Pacific Street  
Seattle, WA 98195  
Telephone: 206--685--7309  
Fax: 206--616--2612  
Email: idds@uw.edu

### **Program Details**

<https://dental.washington.edu/students/dds-programs/international-dds-program/application-phase/>

### **Requirements to Apply to Program**

#### *English Language Proficiency*

- Must be proficient in the English language
- Applicants whose native language is not English are required to take the TOEFL
- Accept Internet Based TOEFL (IBT) scores only
  - Suggested minimum TOEFL IBT score is 92 or above

#### *National Board Dental Examination Requirements*

- Program requires passage of Part I and Part II NBDE to be considered for admission
- Submit official National Board Dental Examination scores to program directly to the site (not to ADEA CAAPID) after submitting CAAPID application.

#### *Letters of Evaluation*

- Program requests three Letters of Evaluation.
- Program prefers one Letter of Evaluation to come from the dean of dental school from which applicant graduated
- Letters of evaluation must be submitted electronically through the CAAPID system, written in English, or translated by a bonafied U.S. translator if the letter(s) are written a language other than English.
- Letters of Evaluation must be current and should address the following questions: 1. How long have you known the applicant, 2. In what capacity do you know the applicant, 3. Your assessment of the applicant's academic, professional and personal attributes.

#### *Transcripts and Evaluations*

- Applicant must submit to ADEA CAAPID a detailed course--by--course evaluation by ECE or WES
- If admitted, program will require official transcripts to be sent directly to program (not to ADEA CAAPID)

*Application Fees and Other Documents That Should Be Sent Directly to Program (not to ADEA CAAPID)*

- Following submission of the ADEA CAAPID application, the applicant must send a \$185.00 non--refundable application fee, in the form of a Money Order or Cashier's check made payable to UWIDDS program. *(No personal checks will be accepted) along with a notarized, and if necessary translated copy of their dental degree and two -- 2X2 passport size photographs.*

All documents sent directly to the school must contain the applicants CAAPID number for cross referencing

### CONSIDERING EDUCATIONAL DEBT

*Even though the costs of these programs are high, you need to consider potential future earnings as a dentist and the ability to pay off these debts. It is highly suggested that you meet with a dental school financial aid administrator for a career counselor to map out the ability for you to pay off these debts. In the short term, you should also consider taking lower-level jobs in the dentistry field as you progress towards licensing as a dentist.*

### VI. REGIONAL CLINICAL EXAMINATION

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\*Idaho State Board of Dentistry accepts the American Board of Dental Examiners (ADEX), the Western Regional Examination Boards (WREB), and Central Regional Dental Test (CRDTS) as a licensing requirement. You only need to choose one and pass it. For the purpose of this guide, we will give an overview of the ADEX exam.

The following information in this section has been provided by American Board of Dental Examiners (ADEX). For more information, please go to:

Council of Interstate Testing Agencies (CITA) (2016). American Board of Dental Examinations Dental Examination: 2020 Registration and Administrative Guidelines. Retrieved from <https://www.citaexam.com/pdf/2020-adex-dental-application-process.pdf>

#### **Important to note:**

\*\* It is imperative that you make sure that the name on your identification card and the names on all forms and exams is the same. If the name on your ADEX application and your IDs do not match exactly, you will be denied admission to the examination. As a result, you will forfeit your testing appointment and application fee. You will be required to submit a new application.

### *Overview*

The ADEX Examination Series is a clinical and computer-based examination that is performed on patients and manikins. There are five parts to this examination:

1. One written computer examination- Section I: Diagnostic Skills Examination
2. Two simulated clinical examinations-
  - a. Section II: Endodontic Clinical Examination sections (manikin-based)
  - b. Section III: Fixed Prosthodontic Clinical Examination Section (manikin-based)
3. Two clinical examinations performed on patients-
  - a. Section IV: Periodontal/Scaling Clinical Examination Section (optional, based on the requirements in the state where the candidate seeks licensure)
  - b. Section V: Restorative Clinical Examination Section (includes anterior and posterior)

The ADEX Examination Series allows state jurisdictions to analyze the results of the examination and determine a candidate's eligibility for licensing.

For more information about the specifics of the ADEX examination and the different sections, refer to [ADEX 2020 Registration and Administrative Guide](#).

### *Before applying for ADEX*

Applicants are required to fully complete an online profile via <https://cita.brighttrac.com> prior to being permitted to register for any parts of the ADEX dental examination. For a detailed outline on how to register for the ADEX, you are required to read the [ADEX 2020 Registration and Administrative Guide](#)'s Registration section.

### *Applying for ADEX*

After your profile and graduation status are verified, you will be able to click on the *Apply* tab to register for examinations. **Please note: There are currently options for a full exam (all parts) or one individual procedure. If you wish to take more than one procedure, then you need to apply for each procedure separately.** (i.e.: If you want to register for all manikin procedures of the exam, you need to

register for the prosthodontics procedure AND then register for the endodontics procedure.) You will only be charged **ONE** time for the full manikin exam. Verify that you have applied for all parts that you need to take by clicking on the *Apply* tab of your candidate profile.

For more information about scoring, content, forms, and checklists, please review the Registration and Administrative Guide.

### *Examination Fees*

Examination fees are continuously changing, please review the [ADEX 2020 Registration and Administrative Guideline's](#) Fee Chart for current fees.

### *Examination Preparation*

In order to prepare fully for the ADEX exam, it is strongly recommended that you purchase the [Dentin's ADEX Dentist preparation guide](#) for the computer-based Diagnostic Skills Examination.

### *Retake/Failing Examination*

Candidates failing one or more of the same parts of the ADEX examination on three (3) successive attempts must begin the entire examination process again and retake **all** parts of the examination. Any parts on which the candidate may have been previously successful will not be recognized or counted toward successful completion of the retest of the entire clinical examination process. When this situation occurs, the candidate will be considered an initial applicant.

If students are unsuccessful on their first attempt of any part of the examination, CITA offers two (2) additional opportunities to retest. Although other testing agencies allow retest opportunities, those retest opportunities are typically not at the student's school of record and require that the student travel to another testing facility. CITA believes that students should first be afforded an opportunity to retest at their school of attendance, if possible. In the event there are inadequate numbers of applicants to justify an examination at a test site, however, students may be required

to travel to locations other than their school of attendance.

**\*Note:** For the purposes of maintaining the integrity of this rule, all unsuccessful candidate results will be shared among all agencies administering the ADEX dental exam. For more information about cancellation policies, 18-month rule for complete the ADEX, please review the [ADEX 2020 Registration and Administrative Guide](#).

## **VII. APPLY TO THE IDAHO STATE BOARD OF DENTISTRY**

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[In order to become eligible for licensure with the Idaho State Board of Dentistry, you must complete the previous steps listed above. Once these are completed, you will need to apply for licensure through the Idaho State Board of Dentistry. You will apply through the Dentist Application Licensure by Examination. The application consists of the following steps:](#)

1. [Completed application with non-refundable application fee: \\$300](#)

Mail To: ISBD, PO Box 83720, Boise, ID 83720-0021 Express Mail: 350 N 9TH Street, Suite M100, Boise, ID 83702

2. [Copy of Current CPR Certification: \\$68](#)
3. [Original or notarized copy of clinical examination results](#)

The Idaho Board of Dentistry Accepts the Following Examinations: Western Regional Examining Board (WREB), Central Regional Dental Testing Service (CRDTS), and ADEX (Optional Perio Portion is required).

4. [Official ECE and/or WES evaluation sent to Board from evaluator](#)
5. [Certification of specialty education form, if you received a dental specialist certification](#)
6. [Jurisprudence examination, which will be sent to the applicant after the application is received.](#)

## **4. OTHER CAREERS AND CREDENTIALS**

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### **LOWER-LEVEL JOB OPPORTUNITIES**

While you are pursuing your long-term goal of licensing as a D.D.S. or D.M.D., you may want to consider looking for work in lower-level dentistry as a short-term solution for financing and networking. There are advantages to working in lower-level dentistry while you are pursuing your licensure:



- More energy to focus on studying and saving money for a DDS program
- A chance to adapt to the US healthcare system and workplace culture in a lower-pressure environment

Below are some of the lower-level career options while you are pursuing your DDS degree. If you choose any of these positions, be sure to explain your long-term plans to your employer. Some employers offer tuition reimbursement benefits or schedule flexibility that can support your goals.

## DENTAL HYGIENIST

Dental Hygienist is a regulated profession in Idaho. Dental hygienists are required to complete a 2- or 4-year training program and pass the Dental Hygiene exam (written and clinical parts) from the National Board of Dental Examination before being licensed. For more information on Dental Hygienists, please [click here](#).

The following are a couple programs in Idaho that offer Dental Hygiene education:

### **Dental Hygiene - Carrington College of Boise (formerly Apollo College)**

1200 North Liberty  
Boise, Idaho 83704  
(208) 672-0742

Program Director: Dr. Valerie Carter  
Discipline Code: DH  
Accreditation Status: Approval without Reporting Requirements  
Last Accreditation Visit: 2015  
Next Accreditation Visit: 2022

### **Dental Hygiene - Idaho State University College of Health Professions**

921 South 8th Street  
Pocatello, Idaho 83209  
208-282-3379  
<http://www.isu.edu/dentalhy>

Program Director: Ms. Kristin H. Calley  
Discipline Code: DH

Accreditation Status: Approval without Reporting Requirements  
Last Accreditation Visit: 2010  
Next Accreditation Visit: 2017

### **Dental Hygiene - College of Southern Idaho**

315 Falls Ave.  
Twin Falls  
83301  
(208)732-6722  
[http://hshs.csi.edu/dental\\_hygiene/](http://hshs.csi.edu/dental_hygiene/)

Program Director: Ms. Cynthia D. Harding  
Discipline Code: DH  
Accreditation Status: Approval without Reporting Requirements  
Last Accreditation Visit: 2012  
Next Accreditation Visit: 2019

The [median salary](#) for dentists in Idaho is around \$71,000 annually. Part-time hygienists earning an hourly wage may not receive the same benefits as full-time hygienists.

### DENTAL LAB TECHNICIAN

Dental lab technicians do not require a license to work in Idaho. There are certifications that are offered; however, based on your professional work experience and knowledge, you might be able to qualify for the position without certifying. Please, contact the Idaho State Board of Dentistry for more information. [sbdinfo@isbd.idaho.gov](mailto:sbdinfo@isbd.idaho.gov) or call at (208) 334-2369.

### DENTAL ASSISTANT

Dental assistants work under the supervision of a licensed dentist and are not licensed by the Department, but they can take certain exams to qualify them for more responsibilities. For more information about Idaho Dental Assistants, [click here](#).

## **5. BEYOND LICENSING**

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### MAINTAINING LICENSURE

Dentist licenses expire on October 1<sup>st</sup> of even-numbered years: 2016, 2018 etc. Dental Hygienist licenses expire April 1<sup>st</sup> of odd-numbered years: 2017, 2019, etc. Idaho State Board of Dentistry sends a notice to you reminding you to renew your license, so be certain to keep your contact information up to date with their office.

For information about current Continuing Education requirements, please [click here](#).

For activating an inactive license, [click here](#).

### JOINING A PROFESSIONAL ASSOCIATION

In order to increase your professional development and networking skills, it is highly suggested that you join state and national associations. These associations will also help you learn up-to-date dental standards and policies. These associations can also help you understand the licensing and examination process, as well as offer test preparation material. They are also a source of learning what Continuing Professional Education (CPE) courses are available for you to fulfill. You are required to fulfill CPE credits annually to maintain your license.

#### STATE:

- [Idaho State Dental Society](#)

#### NATIONAL:

- [American Dental Association](#)

There are wide arrays of professional associations for dentists and hygienists that focus on specialty discipline, race and ethnicity, gender, or religion.

## LICENSING MOBILITY (RECIPROCITY)

The state of Idaho grants licensing to dentists from other states. A dentist licensed in another state, who wants to practice in Idaho, must independently meet all Idaho requirements for licensing. [Click here](#), for more information about these requirements.

## APPLYING FOR A DENTAL SEDATION PERMIT

You must already be a licensed dentist in Idaho before you can apply to IBD for a Dental Sedation Permit. Permits cost \$300 and require proof of license and other history related to your preparation to administer anesthesia. For more information about the different Sedation Permits and requirements, please [click here](#). Note: if you only will use nitrous oxide in your practice, you do not have to get a Dental Sedation Permit at all.

## CONTROLLED SUBSTANCE REGISTRATION

All Idaho practitioners must hold a valid controlled substance registration with both the Idaho State Board of Pharmacy and the DEA prior to prescribing, dispensing, administering or maintaining an inventory of controlled substances in the state of Idaho. For more information, please [click here](#). Controlled Substance Registration costs \$60.

## 6. IMPORTANT LINKS

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### LICENSING AND REGULATION:

- The **Idaho State Board of Dentistry** has more information on regulation and renewal of a dental license, as well as the links to the licensing application and other resources.

### CREDENTIALING ORGANIZATIONS:

- [Educational Credential Evaluators, Inc.](#) (ECE); Phone: 414/289-3400
- [World Education Services](#)

ADVANCED STANDING PROGRAM FOR INTERNATIONAL DENTISTS:

- <http://www.adea.org/CAAPIDapp/deadlines-and-requirements.aspx>

**7. TIPS**

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GET YOUR QUESTIONS ANSWERED

Be your own advocate throughout the licensing process. Seek clarification about questions and concerns directly from official sources. Organize your questions and ask for assistance.

FIND OUT ABOUT FINANCIAL AID

The very high cost of dental programs is a big obstacle to licensing. However, since it is a degree program, you are eligible for financial aid. You should first ask to speak with a financial aid counselor to get a better understanding about your ability to pay. Educational debt is common in the U.S. and you need to consider the income you expect to make after finishing your education.