National Dental Nurse Training Programme of Ireland

Cork University Dental School & Hospital
and
Dublin Dental University Hospital

Application Process for 2020/21
CLOSING DATE
The closing date for receipt of completed applications (application and supporting documentation) is 5pm on Friday 13th March 2020.

ACCEPTANCES
Applications forms are accepted based on the required entry criteria and date of receipt of a fully COMPLETED application.

APPLICATION PROCESS

1. CORK CENTRE ONLY

Application forms can be obtained from Ms Fiona Grant, Admissions Office, University College Cork. Tel: 021 4903571 or by contacting Cork University Dental School & Hospital at Siobhan.Shakeshaft@ucc.ie. For queries, please contact 021 4901160.

The following documentation should accompany the completed application form:

• A non refundable application fee of €35. This payment should be made by cheque, Postal Order, etc. and made payable to University College, Cork. Cash will NOT be accepted.
• Original Birth Certificate (or certified copy*) and original Marriage Certificate (or certified copy) (if applicable)
• Original Leaving Certificate results (or certified copy)
• Full academic transcript(s) of University (if not previously a student at UCC)
• Documentary evidence of degrees/diplomas from institutions other than UCC, must be lodged if you wish to have these on record at UCC.
• Two passport size photographs.

*A certified photocopy is a copy that has been signed and stamped by an authorised person such as a Garda.

This form should be completed and returned to Ms. Fiona Grant, Admissions Office, University College Cork no later than 5pm on Friday 13 March 2020.
2. DUBLIN CENTRE, GALWAY CENTRE AND DISTANCE LEARNING ONLY

Please ensure that you take time to read the following instructions in full for completing the online application form. Failure to complete the form correctly may result in your application being rejected.

Please note: The Galway outreach centre will only run if the required number of completed applications have been received for the centre.

To access the online application form, please go to: https://www.dentalhospital.ie/education/undergraduate-programmes/dental-nursing/national-dental-nurse-training-programme-of-ireland and scroll down the page to ‘Applications’. Click on ‘online application form’.

You will be taken to the following page, where you will find information about the programme, and the application form which needs to be completed online.

After completing the online application form, you MUST print, complete all parts of and email the completed document: Supporting documentation 2020 to Lana Zmijalac, Nursing Administrator at DentalNurseTutor@dental.tcd.ie. Paper applications will not be accepted.
If you have any queries in relation to filling out the online application form, please contact Ms Lana Zmijalac at 01 612 7315 or email DentalNurseTutor@dental.tcd.ie

The online application process must be completed by 5pm on Friday 13 March 2020.

ENCLOSURES
To ensure that your application is complete:
(i) All parts of the online application form is completed and submitted online. Paper applications will not be accepted.
(ii) Ensure all of the following requirements are completed and a copy of the following documents are sent by email to DentalNurseTutor@dental.tcd.ie

- Payment of €35 non-refundable administration fee. Cash is not acceptable, cheques/bank drafts/postal orders payable to Dublin Dental Hospital Board, credit cards/visa debits and electronic transfers also accepted (please call Lana Zmijalac, Nursing Administrator on 01 612 7315 for more information).
- Proof of non-infection with Hepatitis B. Must be dated within 6 months.
- Proof of non-infection with Hepatitis C. Must be dated within 6 months.
- Proof of Hepatitis B immunity. The result must be greater than 100 mIU/mL.
- A scanned copy of your secondary level certificate (school leavers only). Do not send the original as it will not be returned.
- Signed practitioner declaration of support document.
- Completed verification of experience. This must be signed by each supervising dental practitioner for which you were employed.
- Completed self-evaluation form and signed by the supervising dental practitioner.
- Digital photograph of applicant. This should be uploaded on the online application form.