★ ★ ★ **DISTRICT OF COLUMBIA**
DEPARTMENT OF HEALTH
HEALTH REGULATIONS AND LICENSING ADMINISTRATION
Board of Dentistry Checklist

To expedite the processing of your **NEW REGISTRATION APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

Dental Assistant
BY GRANDFATHERING

Checklist of Supporting Documents required

- ❑ A complete signed application for D.C. Registration
- ❑ Two (2) recent passport photos (2" X 2").
- ❑ Social Security Number or a Sworn Affidavit if the applicant does not have Social Security Number.
- ❑ Photocopy of a government issued **photo ID** (*such as valid driver's license*).
- ❑ Name change document (marriage certificate, divorce decree or court order), if applicable.
- ❑ Dental Assistant Grandfathering Attestation Form
- ❑ Copy of a current Basic CPR/First Aid Certification
- ❑ Character References
- ❑ $190.00 for the application and registration fee (Fee must be in the form of check, money order or certified check-made payable to **D.C. Treasurer**
- ❑ Criminal Background Check
  To undergo a **Criminal Background Check call L1 Enrollment at 1-877-783-4187 to schedule an appointment to be fingerprinted visit the WEB www.L1ENROLLMENT.COM/State/?st+DC =DC**

  Note: A separate check is required for the Criminal Background Check made out to: **L-1 Identity Solutions. A separate check is also required per Applicant.**

Dental Assistant
BY ENDORSEMENT

Checklist of Supporting Documents required

- ❑ A complete signed application for D.C. License.
- ❑ Two (2) recent passport photos (2" X 2").
- ❑ Social Security Number or a Sworn Affidavit if the applicant does not have Social Security Number.
- ❑ Photocopy of a government issued **photo ID** (*such as valid driver's license*).
- ❑ Name change document (marriage certificate, divorce decree or court order), if applicable.
- ❑ An official copy of a high school diploma or a general equivalency diploma.
- ❑ Letter of verification from each state of registration.
- ❑ Copy of a current Basic CPR/First Aid Certification
- ❑ Character References
- ❑ Certificate of completion of a radiation course.
- ❑ Certificate of completion of a dental assistant course.
- ❑ Examination scores from the Dental Assistant National Board.
- ❑ $190.00 for the application and registration fee (Fee must be in the form of check, money order or certified check-made payable to **D.C. Treasurer**
- ❑ Criminal Background Check
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PLEASE INCLUDE THIS FORM WITH YOUR APPLICATION   Revised: 06/8/2012

Dental Assistant

NEW REGISTRATION

Checklist of Supporting Documents required

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- ❑ Two (2) recent passport photos (2" X 2").
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- ❑ Copy of a current Basic CPR/First Aid Certification
- ❑ Certificate of completion of a radiation course.
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