

# ADVANCED EDUCATION PROGRAMS

The UTSD Postgraduate Program offers three types of programs designed for the postgraduate dentist who wishes to pursue additional education: graduate (degree/certificate), postgraduate (certificate), and residency (certificate).

## Graduate

The graduate programs lead to a Master of Science in Dentistry (MSD) degree and a Certificate in a specialty area of dentistry. The programs are designed to meet eligibility requirements for examination by the particular American Specialty Board and accreditation standards of the Commission on Dental Accreditation. The following clinical specialties are offered: Endodontics, Periodontics, and Prosthodontics

The curriculum in the graduate programs varies between programs based upon discipline specific requirements. Orientation in research methodology and human subjects' research is required for students pursuing a graduate degree. A thesis is required and the total length of the program varies with the area of specialty. The minimum period of study is 26 months, depending on the requirements of the particular specialty. Graduate programs are combined programs and under no circumstances are the Degree and Certificate awarded separately.

## Postgraduate

The postgraduate programs lead to certificate in general dentistry or in a specialty area, and an optional Master of Science in Dentistry degree consisting primarily of basic science courses, clinical science courses and seminars, and a clinical program designed to meet eligibility requirements for examination by the particular American Specialty Board and accreditation standards of the Commission on Dental Accreditation. The following specialties are offered: Orthodontics, and Pediatric Dentistry. General Dentistry programs include the Advanced Education in General Dentistry (AEGD) and the General Practice Residency (GPR). A thesis is required if a Master of Science in Dentistry degree. Orientation in research methodology and human subjects' research is required for students pursuing a specialty certificate. The award of the certificate is contingent upon satisfactory completion of the required basic and clinical science courses, clinical conferences, appropriate clinical training for the area of specialization and research project (if required by the department).

## Residency

The Residency programs lead to a Certificate and consist primarily of basic science courses, clinical science courses and a clinical program designed to meet eligibility requirements for examination by the particular American Specialty Board (if applicable) and accreditation standards of the Commission on Dental Accreditation. The following specialty program is offered Oral and Maxillofacial Surgery and Oral Pathology. Four-year Certificate and six-year combined MD/Certificate Oral and Maxillofacial Surgery programs are included. The awarding of a Certificate is contingent upon satisfactory completion of requirements of both programs.

## Application Procedure

All programs require application through the Postdoctoral Application Support Service (PASS). Applications for PASS can be found here (<https://www.adea.org/PASSapp/applicants/>).

Programs in GPR, AEGD, Oral and Maxillofacial Surgery, Pediatric Dentistry, and Orthodontics participate in the National Matching Service for final selection. Registration forms can be found here (<http://www.natmatch.com/>).

### National Matching Services

595 Bay Street, Suite 300  
Toronto, Ontario, Canada M5G 2C2  
(416) 977-3431

Applicants applying to programs participating in the Match must register separately with the National Matching Services in addition to completing the required PASS application. An application fee is required for the PASS application.

## Application Deadlines

All deadlines are listed in the program profiles in the ADEA PASS Search Engine and in the Program Designations section of the application. ADEA PASS must receive the completed electronic application, payment and all required documents by the listed deadline.

Applicants to graduate programs leading to a Master of Science in Dentistry Degree may be required to take the Graduate Record Examination (GRE). The GRE requirement is determined by the individual programs. Information regarding the GRE can be obtained from:

Educational Testing Service  
Box 955  
Princeton, New Jersey 08540  
or online here (<http://www.gre.org>).

## Criteria for Acceptance

Generally, applicants for advanced education programs at UTSD are considered on the basis of the following criteria:

- Completed Application
- Dental School Grade Point Average
- Dental School Class Standing
- Pattern of Academic Achievement
- National Board Scores
- Graduate Record Examination (if applicable)
- Experience and Training
- Recommendations
- Specific Program Requirements
- Personal Interview

## Expenses

### Tuition, Required Fees, and Student Services Fees

For the most current UTSD Tuition and Fee schedule lists, refer to the Bursar's Office website (<https://www.uth.edu/bursars/student-resources/tuition-fees/>). Payment of tuition and fees during the summer session may be paid through the following alternatives: one full payment of tuition and fees in advance of the beginning of the 12-week Summer session, or two one-half payments of tuition and fees in advance of the beginning of the Summer session. Tuition is subject to change according

to the actions of the Texas State Legislature or the UT System Board of Regents.

For Cost of Attendance (<https://www.uth.edu/sfs/cost-of-attendance.htm>) (COA) and other financial information, please refer to the UTHouston Student Financial Services (<https://www.uth.edu/sfs/>) website. The COA is the estimated cost of a student's educational and living expenses for enrollment. It includes tuition, fees, books/supplies, room and board, and other costs.

#### **Student Health Insurance Program**

The Board of Regents of The University of Texas System mandates health insurance for all students enrolled in the UT System health components. As such, each UTHouston student who cannot provide evidence of coverage under another approved plan will be enrolled in the Student Health Insurance Plan (SHIP) with Academic Health Plans and assessed a health insurance fee. For more information regarding Student Health Insurance, you can go to the Registrar's website here (<https://www.uth.edu/registrar/current-students/student-information/health-insurance.htm>) and the Auxiliary Enterprises Student Insurance website here (<https://www.uth.edu/auxiliary-enterprises/insurance/>).

## **Advanced Education Scholarships**

There are several scholarships available to the advanced education students at the School of Dentistry. The Heyl G. Tebo Endowed Scholarship is awarded annually. The recipient(s) are selected by the Advanced Education Committee. Recommendations of the committee are then forwarded to the Dean. To be eligible for consideration, the applicant must have completed the first year of his/her advanced education program. Selection criteria include academic excellence, clinical excellence, professionalism, and financial need. Preference is given to native-born Texans. Applications are available from the Program Director and the Office of Advanced Education/Student & Academic Affairs. Department Specific scholarships are also available. Please see Program Director for criteria.

## **Academic Standards**

### **Grading System**

The conversion of numerical grades to letter grades is as follows: A=100-94, B=93-85, C=84-76, D=75-70, F=69 and below. Letter grades given for basic and clinical science courses. An "A" = 4.0 quality points per semester hour; a "B" = 3.0 quality points; a "C" = 2.0 quality points; and a "D" = 1.0 quality point. Grades of "F" do not carry quality points and "I" (incomplete) indicates unfinished work.

Research, thesis, seminars, special project courses, literature surveys, and comprehensive oral examinations are graded Pass/Fail. Each clinical specialty department has the discretion to grade clinical rotations on a Pass/Fail or letter grade basis.

Grades of D or F must be removed by re-examination, repeating instruction, and/or additional work to the satisfaction of the course director. It is the responsibility of the student to contact the instructor within ten school days to arrange for remediation. The final grade will be the average of the "D" or "F" and the remake grade, but in no case may the final grade be higher than a "C." A grade of "I" (incomplete) may be assigned when required work has not been completed. In these instances, requirements must be met within one semester and any appropriate grade may be assigned by the instructor. Failure to remove the "I" will result in a final grade of "F" on the transcript.

A student may withdraw from a course with permission of the department chairperson up to the midpoint of the semester. A grade of "WP" (withdrawn passing) or "WF" (withdrawn failing) will be assigned to indicate status. After the semester midpoint, the course must be continued and a final grade will be assigned in the course at semester end. Students on academic probation as described below may not withdraw after the first two weeks of a course.

### **Grade Requirements**

To receive a Master of Science in Dentistry degree and/or Postgraduate Certificate in an advanced education program, a student must have at least a "B" (3.0) cumulative grade point average. A minimum grade of "C" must be attained in all courses. Students not meeting this standard will be required to retake the course at its next offered time.

A student will be placed on academic probation at the end of any semester in which the cumulative GPA is below 3.0. A student will be considered for dismissal

1. if the cumulative GPA is below a 3.0 for three consecutive semesters;
2. for failure to remove grades of "I" or "F" in the designated time period of one semester;
3. upon receipt a grade of "F", and/or
4. for serious scholastic, clinical, or professionalism/ethics difficulties as determined by the Department and administration.

### **Appeal Process**

Students (except those participating in the Oral and Maxillofacial Surgery Residency Program) may appeal any academic action to the Associate Dean for Student & Academic Affairs, in writing, within three calendar days after receipt of their letter stating specific academic actions. The letter should present the basis upon which the appeal is being requested. If the Associate Dean for Student & Academic Affairs grants the appeal, the following process will apply. If the appeal is approved the student must provide the Associate Dean for Student and Academic Affairs a "complete" appeal, which includes a written statement clearly explaining all rationale for the appeal and any additional documentation the student possesses that the student believes supports the student's rationale for the appeal.

The Associate Dean for Student & Academic Affairs will refer the appeal to an ad hoc appeals committee consisting of the Director of Advanced Education, who will serve as chair, and three additional program directors appointed by the Director of Advanced Education. The director of the involved program will not be eligible to serve on the ad hoc appeals committee. The committee will review the circumstances leading to the academic action, meet with the student and other involved individuals, and submit a final recommendation to the Dean within seven calendar days of the final committee meeting. The student will be notified of the Dean's decision within ten calendar days following receipt of the committee's recommendations. The Dean's decision is final.

The student, upon written request to appeal and subsequent approval in writing from the Associate Dean for Student and Academic Affairs, may continue academic studies while the appeal of an academic action is under review and until the student receives notification of a final decision by the Dean.

If after the appeals process is completed an academic action of dismissal is upheld, a dismissed student must immediately discontinue participating in all UTSD educational activities. All personal belongings must be removed from the UTSD facilities immediately following receipt

of the final decision of the Dean. If the decision is to repeat the year, then the student must arrange for enrollment, financial payments, registration, and the removal of any holds on their records. The student will be responsible for payment of tuition and fees for the year they are required to repeat. If a decision of remediation is rendered the student will then work with the appropriate course director(s) to complete the remediation.

Individuals participating in the Oral and Maxillofacial Surgery Residency Program will be subject to the policies and provisions of the program as described in the OMFS residency manual.

## Curriculum

The curriculum consists of basic and clinical science courses, conferences, hospital rotations, and clinical conferences that meet the requirements for examination by the various American Specialty Boards and Commission on Dental Accreditation. The courses are scheduled on an academic year basis from July 1 to June 30, and are conducted according to the School of Dentistry academic calendar. Basic and clinical science courses, hospital rotations, clinical activities, and clinical resident conferences may be added, deleted, or modified at the discretion of the school. The official listings of courses available in a given semester are published online by the Office of the Registrar.

**Note:** In addition to basic and clinical science courses and seminars required by the Advanced Education Program, all advanced education students are required to be trained in human subjects and research ethics offered during orientation.

## Courses of Instruction/Description

Courses of instruction are identified by an eight-digit number. The first four characters indicate the school and program; the first two numbers indicate the specialty area of the basic and clinical sciences in a numerical range of 01-99, and the last two numbers indicate the numerical sequence of the courses offered by the respective basic and clinical sciences specialty or department in a numerical range of 01-99.

**Note:** Course descriptions are intended to represent skills and knowledge that should accompany successful completion of the course and should not be construed as a guarantee or warranty by UTHealth of the required level of achievement by every student.

## Advanced Education Programs

The basic and clinical science courses, clinical activities, clinical conferences, and hospital rotation may vary according to changes dictated by requirements for accreditation by the particular American Specialty Board.

## Graduation Requirements

**Degree:** The minimum requirement for the Master of Science in Dentistry Degree (MSD) is 30 semester hours, 24 of which must be in basic and clinical science courses, with a minimum grade point average of B (3.0). Actual hours required for the Master of Science in Dentistry Degree are defined within the specific programs. In addition, four hours of research (six for Periodontics) and two hours for acceptable thesis, the latter awarded in the terminal semester, is required. At departmental discretion, additional assignments may be made. All requirements are expected to be completed within the program time frame.

Exceptions or extensions may only be granted through approval by the program director and the Director of Advanced Education.

**Certificate:** The minimum requirement is completion of basic and clinical science courses with a minimum grade point average of B (3.0) and departmental clinical conferences and seminars required by the specialty department. Actual hours required for completion of the certificate programs are defined within the specific programs. Demonstration of satisfactory clinical proficiency, satisfactory completion of additional departmental assignments and, at the discretion of the department, completion of an orientation in research methodology and submission of a paper suitable for publication are also required.

**Degree/Certificate:** Combination of requirements outlined above.

In addition to basic and clinical science courses and seminars required by the Advanced Education Programs, all advanced education students are required to be trained in human subjects and research ethics. The training requires attendance at the research methodology seminars (literature review, research protocol, human subjects, and research ethics) offered during the summer term and completing the certification offered found here (<https://www.uth.edu/cphs/for-researchers/training.htm>).