



Faculty of Dentistry  
*Te Kaupeka Pūniho*  
New Zealand's National Centre for Dentistry

# Application for Admission for International Candidates to the Degree of Bachelor of Dental Surgery Advanced Standing

Applications close on 30 June in the year preceding entry to the course and should be submitted by email

to: [dentistry@otago.ac.nz](mailto:dentistry@otago.ac.nz)

Subject line - BDS Advanced Standing International Application

## GUIDELINES FOR ADMISSION WITH ADVANCED STANDING

- (a) This category is for international candidates who have a Bachelor of Dental Surgery or equivalent degree in Dentistry awarded by a university outside of New Zealand and Australia.
- (b) Applications will be considered by the Dental Admissions Subcommittee who will shortlist candidates to be interviewed.
- (c) Applicants will be assessed based on the similarity of their undergraduate programme undertaken to that at the University of Otago Bachelor of Dental Surgery, their grades, any postgraduate qualifications and recency of practice.
- (d) Interviews will normally take place in July prior to the year for which admission is sought.
- (e) Candidates who were interviewed will normally be advised of the result of their application by the end of August.
- (f) Candidates who have not been selected for interview will be advised as soon as possible that their application has been unsuccessful.

## PLEASE READ THE FOLLOWING CAREFULLY

Please also work through the checklist at the end of this document to ensure you have enclosed all the necessary information needed to accompany your application.

### English Language Requirements

All applicants, where English is not your first language, are required to supply evidence of their competence in English. This should be included with the application form or forwarded to the Dental Admissions Committee as soon as possible. The tests listed below are the only ones we will accept. Failure to supply the results of one of these tests, to be required standard, will mean that your application will not be successful.

Candidates will be required to have demonstrated an acceptable level of English language proficiency prior to admission to any year of the undergraduate dental course. This may be achieved by:

- (i) A B pass or better in each of the four individual components of the Occupational English Test (OET):  
*or*
- (ii) The International English Language Testing System (IELTS), academic module, with an overall score of no less than 7.5 with a score of 7.0 or better in each of the individual components (bands).

### Curriculum Vitae

All applications must be accompanied by an up-to-date Curriculum Vitae. This must include name, qualifications with dates of award and source, distinctions (such as prizes, scholarships); present position and dates held, previous positions held and experience; details of any research activities, publications, or scientific or clinical presentations; memberships of professional organisations.

## Academic Transcripts and Certificate of Good Standing

Applicants must send or arrange to have sent to the Faculty of Dentistry, certified transcripts of their University academic record(s) which must include the grades and/or marks awarded. Also required is a Certificate of Good Standing issued by the applicant's most recent registration authority attesting to their registration and good standing status.

## Completing the Application Form

Ensure all questions are answered neatly and correctly and all supporting documents are attached and correctly certified. You must complete all sections. You must sign the appropriate declarations yourself: no-one else may sign for you.

## Documentation

Where you are asked to provide documentation including academic achievement, evidence of English requirements and citizenship, please ensure you submit scans which are suitably certified as copies of the originals. The certification must be done by a person of some standing in your community, for instance a Lawyer or Justice of the Peace. Please see [here](#) on our website for an approved list of people who can certify documents that are accepted by the University.

You should retain the information pages and submit the application form, along with all requested documentation.

Please inform us if you change your address or telephone number, and

**PLEASE ENSURE YOU INCLUDE A RELIABLE EMAIL CONTACT ADDRESS**

All applications should be submitted by email to: [dentistry@otago.ac.nz](mailto:dentistry@otago.ac.nz)  
Please place in the subject line of your application email 'BDS Advanced Standing International Application'.

Please contact [dentistry@otago.ac.nz](mailto:dentistry@otago.ac.nz) if you have an enquiry about your application.

Application for Admission  
for International Candidates to the Degree of  
Bachelor of Dental Surgery Advanced Standing

## Personal Details

Family Name (Dr/Mr/Mrs/Miss/Ms)

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First Name(s)

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Male

Female

Gender Diverse

Other  (please tick)

Address

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Phone (work) \_\_\_\_\_ (home) \_\_\_\_\_ (cell) \_\_\_\_\_

Email \_\_\_\_\_

Ethnicity \_\_\_\_\_

Citizenship \_\_\_\_\_

Country of Birth \_\_\_\_\_

## Qualifications

First Degree or Diploma:

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College or University:

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Dates of Attendance:

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Date of Graduation:

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Postgraduate Degrees or Diplomas \_\_\_\_\_

College or University: \_\_\_\_\_

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Dates of Attendance: \_\_\_\_\_

Date of Graduation: \_\_\_\_\_



3. Evidence of competency in spoken English.

Describe what method you are using to satisfy the English language requirements (see page 3). Evidence of English competency must accompany your application.

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4. Describe what steps you have taken to become familiar with the practice of dentistry in New Zealand.

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5. Please give the names, email address and postal address of two people whom you have asked, if required, to supply confidential references to support your application. People you have worked with in a professional capacity are preferred.

Name 1: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Name 2: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

## First Aid Certificate

All candidates who accept a place as an advanced standing student must have a certified copy of an appropriate New Zealand first aid certificate before the start of the programme. This qualification must be gained through an NZQA-registered training provider who is authorised to assess NZQA first aid standards.

The certificate should include at least NZQA Standard 6401 and NZQA Standard 6402 but students are recommended to obtain a qualification that includes the higher NZQA Standard 6400.

The following are a selection of recommended training courses:

- OUSA (Comprehensive First Aid)
- St John (First Aid Level Two)
- New Zealand Red Cross (Comprehensive First Aid Course)
- MediTrain (Comprehensive First Aid Course)

## Children's Act 2014

The Children's Act 2014 is aimed at providing better protection for vulnerable children. One of the ways it aims to do this, is by introducing "safety checking".

If you will work with vulnerable children – as part of a specified organisation that provides regulated services – the Act requires you to be "safety checked" at least once every three years.

The safety check involves:

- Identify verification
- New Zealand Police vetting
- Reference checking
- An interview
- A risk assessment

Applicants who enter the programme will receive further information regarding the timing of these checks.

### Further information

[University of Otago Child Protection Policy](#)

[Oranga Tamariki](#) (Ministry for Children)

[Children's Act Requirements](#) (Oranga Tamariki website)

## Culturally-sensitive issues

All students must participate in laboratory, practical, and clinical activities, including those that may be unusual in some cultures. In Dentistry, some aspects of the teaching will require individuals to practise certain techniques on each other that may involve partially undressing or body contact with other students. Training occurs under close supervision and all students are required to participate, as it is essential for their acquisition of clinical skills.

## Immunity status

All applicants who are offered and accept a place into the third year of Dentistry, will be required to provide evidence of their serology status.

Because of the nature of their practice, health professionals are required to take steps to ensure they neither acquire infections from their patients nor transmit infections to patients.

Immunity testing arrangements will be made known during the formal admissions process, preceding the start of the programme. It is the responsibility of the applicant to cover all costs associated with completion of immunisation screening and vaccinations.

## INFORMATION FOR INTENDING HEALTH PROFESSIONAL STUDENTS REGARDING INFECTIOUS DISEASES

Students are required to read, understand and comply with this [policy](#).

## HEALTH SCIENCES PROFESSIONAL PROGRAMME DECLARATION FORMS

Students must read, understand and comply with these [requirements](#).

## CHECKLIST

HAVE YOU ANSWERED EVERY QUESTION, AND INCLUDED ALL DOCUMENTATION?

<input type="radio"/>	Curriculum Vitae
<input type="radio"/>	Certified* copy of academic transcripts
<input type="radio"/>	Certified* copy of Certificate of Good Standing from your current governing Dental Authority (or can be sent directly from your governing authority to <a href="mailto:dentistry@otago.ac.nz">dentistry@otago.ac.nz</a> if needed)
<input type="radio"/>	Certified* copy of passport
<input type="radio"/>	Certified* copy of English language proficiency test
<input type="radio"/>	Name of your referees and provided email addresses
<input type="radio"/>	Signed <a href="#">Declaration Form</a> (With both Part 1: Health and Conduct Self-Declaration Form and Part 2: Declaration of Immunisations and Infectious Disease Status completed)
<input type="radio"/>	Evidence immunisation status (if available)

**Please ensure all required documentation is certified correctly before submitting.**

\* "Certified" means copies of documents signed by a Justice of the Peace/ Notary Public/ Barrister or Solicitor of the High Court.  
Please see [here](#) for further information.