



Ōtākou  
Whakaihu Waka  
UNIVERSITY OF OTAGO

Faculty of Dentistry

Te Kaupeka Pūniho

New Zealand's National Centre for Dentistry

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

Applications open on 1 April and 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 Advanced Standing Subcommittee, which 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 occur in August before 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 September.
- (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 review the checklist at the end of this document to ensure you have enclosed all required information for your application.**

### English Language Requirements

All applicants for whom English is not their first language must 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 the required standard will mean that your application will not be successful.

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

- (i) The Test of English as a Foreign Language (TOEFL iBT) with a minimum of 24 in each section.  
The University of Otago TOEFL institution code is 9483  
(Please note we do not accept MyBest TOEFL scores):  
*or*
- (ii) The International English Language Testing System (IELTS), academic module, with an overall score of 7.0 or better in each of the individual components (bands).

### Curriculum Vitae

An up-to-date Curriculum Vitae must accompany all applications. This must include name, qualifications with dates that the qualification(s) were awarded as well as the awarding institution(s), distinctions (such as prizes, scholarships); present and previous positions and dates held, details of clinical experience (including the dates); 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 Admissions Committee certified transcripts of their University academic record(s), including the grades and/or marks awarded and grade scales. If your qualifications are **NOT** from a country listed [here](#), you will need to provide an Educational Credential Evaluators (ECE) report *as well as* certified or original transcripts for all your previous university study. Please note that applicants must have an average GPE equivalent to an Otago B or above to be considered. Also required is a Certificate of Good Standing issued by the applicant's most recent registration authority, attesting to the applicant's registration and good standing.

## Completing the Application Form

Please ensure all questions are answered accurately, 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 on your behalf.

## Documentation

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

You should retain the information pages and submit the application form and 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 get in touch with [dentistry@otago.ac.nz](mailto:dentistry@otago.ac.nz) if you have an enquiry about your application.

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

## 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)

eVision Otago ID Number (if applicable) \_\_\_\_\_

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 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 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 authorised to assess NZQA first aid standards.

The certificate should include at least NZQA Standards 6401 and 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 aims to provide better protection for vulnerable children. One way it does this is by introducing "safety checking."

If you 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 require individuals to practise certain techniques on each other, which may involve partially undressing or body contact with other students. Training occurs under close supervision, and all students must participate as it is essential for their acquisition of clinical skills.

## Immunity status

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

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

Immunity testing arrangements will be communicated during the formal admissions process, before the start of the programme. The applicant is responsible for covering all costs of completing 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<br>(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> emailed to confidential.se@otago.ac.nz<br>(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.