

#### ENTRY REQUIREMENTS FOR CLINICAL DIPLOMA

- A primary dental qualification (such as a Bachelor of Dental Surgery), or its international equivalent
- General Dental Council registration as a dentist
- Proof of right to work in the UK (Passport copy or permanent residency card)
- Indemnity to work at the Berkeley Clinic /Glasgow
- HBA and HIV test results

#### APPLICATION GUIDANCE

- Please type or complete the application form using black ink
- Please provide all required documents
- Please return completed application form and all documents to: [coordinator@orthodonticacademy.co.uk](mailto:coordinator@orthodonticacademy.co.uk)

#### APPLICATION CLOSING DATE

- We recommend that you submit your application as soon as possible.
- Candidates will be shortlisted for interviews by Skype or telephone
- Applications will remain open if places are available and will be closed as soon as they are full
- The Admissions team will pass your completed application to the academic selector for consideration.
- You will receive an acknowledgment from us by email so that you know we have received your application.
- Please allow up to 2 weeks for this to arrive. If you have not submitted all the documents, we need this may delay our ability to pass your application on for consideration

#### OUR DECISION

We aim to make our decision within 6 weeks of us receiving your completed application. We can make three types of offers of admission and we will inform you of our decision by email:

- Unconditional - if you have already obtained the necessary entry requirements
- Conditional - if you still need to obtain the qualifications specified in the offer. If you obtain these, your offer will change to unconditional, meaning you definitely have a place
- Rejection - if you are not suitably qualified

#### RECEIVED AN OFFER

Congratulations! After you receive our offer, you must respond either:

- Accept - if you wish to take up the place, or
- Decline - if you no longer want the place

# APPLICATION FORM

## PERSONAL DETAILS

Gender  Date of birth:  Nationality:   
 Title

Given Name:	<input type="text"/>	Family Name:	<input type="text"/>
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Please provide your name as on your passport

If the name which appears on your official documents e.g. transcripts is different to that given above enter your former name in the boxes provided below. You will be required to produce documents authenticating any change of name.

Former given Name:	<input type="text"/>	Former family Name:	<input type="text"/>
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Note: Correspondence will be sent to your correspondence address. You must inform us every time your address changes.

Permanent home address	Address for correspondence (ONLY if different from the home address)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
Telephone number:	Telephone number:
<input type="text"/>	<input type="text"/>
Email address:	
<input type="text"/>	

You must provide a personal active email address; this is essential for you to be kept informed about your application

## EDUCATION HISTORY

Title	Main field of study	Name and location of institution(s) attended	Date of study	Results	Date of Qualification
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please continue on a separate sheet if necessary.

## EMPLOYMENT HISTORY (FOR THE LAST THREE YEARS)

If you have been in paid or voluntary employment, either during your studies or since graduating from university, please provide details including a brief description of your main duties and responsibilities.

Job Title	Employer's Name and Location	Dates From - to	Brief description of main duties and responsibilities
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please continue on a separate sheet if necessary.



## APPLICANTS WITH DISABILITIES

Glasgow Orthodontic Academy with the Brite and Berkeley Group Diploma course is based in the beautiful and historic building located at 5 Newton Terrace, Charing Cross, Glasgow, G3 7PJ. The building itself is a fine example of Edwardian architecture and is a Listed Building. Unfortunately this means the clinic is unable to be adapted to accommodate patrons with mobility issues and as such we are unable to accept applications from wheelchair users.

## CHECKLIST

- General Dental Council registration certificate (For clinical diploma applicants)
- Proof of right to work in the UK (Passport copy or permanent residency card)
- Indemnity certificate (For clinical diploma applicants)
- HBA and HIV test results (For clinical diploma applicants)
- Completed application form
- Copy of your transcript/mark-sheet (in English)

