



**CAREER ENHANCEMENT CERTIFICATE**  
**DENTAL PRACTICE COORDINATOR**

*The catalog in force is assigned to students based on the academic year they first applied to the college, and changes only when students change their major or request the change in writing.*

*Refer to Policy No. 3357:15-13-28.*

**2021 Catalog**  
Effective Summer 2020

**3404**  
Pre-3407

*Health and Public Services Division*

*Allied Dental Health Professions Department*

Course Number	Course Title	Credits	Pre- and Co-Requisites	Completed Sem./Year
DAS128	Introduction to Dental Terminology and Basic Anatomy	2		
DAS129	Fundamentals of the Dental Profession	3	Co-Requisite DAS130	
DAS130	Dental Practice Coordination I	3	Co-Requisite DAS129	
DAS131	Dental Insurance	2	Pre-Requisite DAS130	
DAS132	Dental Practice Coordination II	3	Pre-Requisite DAS130	
AOT121	Keyboarding/Formatting	3	Co-Requisite DAS130	
<b>TOTAL CREDITS</b>		<b>16</b>		

**STUDENT ADVISING NOTES**

Academic Advising

Students should make an appointment to see their advisor before registering for classes each semester. They should have prepared a completed registration form, including courses they wish to take, prior to this meeting.

<u>First Semester</u>		<u>Credit Hours</u>	<u>Pre- and Co-Requisites</u>
DAS128	Introduction to Dental Terminology and Basic Anatomy	2	
DAS129	Fundamentals of the Dental Profession	3	Co-Requisite DAS130
DAS130	Dental Practice Coordination I	3	Co-Requisite DAS129
		<b>8</b>	
<u>Second Semester</u>			
DAS131	Dental Insurance	2	Pre-Requisite DAS130
DAS132	Dental Practice Coordination II	3	Pre-Requisite DAS130
AOT121	Key Boarding/Formatting	3	Co-Requisite DAS130
		<b>8</b>	
<b>TOTAL CREDITS</b>		<b>16</b>	

***Minimum grade of "C" in all technical courses is required.***

*This program requires an application (separate from the College).  
Please see your advisor to discuss the application process.*

