GRADUATION & LICENSING INFORMATION, CLASS OF 2022

1. DATE OF GRADUATION: Thursday, June 23rd, 2022.

2. APPLY TO GRADUATE – deadline April 30, 2022:
   All students must apply to graduate through their Student Centre. From the Main Menu, select:
   Self Service > Graduation > Apply for Graduation and follow the instructions. Confirm the name you will be graduating with and the degree you are applying for. Applications received after the deadline date are subject to a late fee.

3. NAME CHANGES:
   If your legal name has changed over the duration of your studies at Western, please ensure you have completed the appropriate form through the Office of the Registrar and that our office has been notified as well, so that your grade results are transmitted correctly. Your degree diploma name is generated using your legal name.

4. PROGRESSION AND LICENSING IN CANADA:
   The Schulich Dentistry Examinations & Progression Committee meet at the end of Winter Term (April 29, 2022) to approve progression to graduate for all 4th year students. Approval to graduate is based on final grades and official clearance in clinics. Formal notification of your graduation status is then sent to all the following authorities:
   - Western’s Registrar’s Office -- deadline date no later than June 3, 2022
   - the NDEB*
   - Provincial jurisdictions such as the RCDSO

   *The NDEB, upon receiving confirmation of graduation from the Associate Dean Dentistry, will confirm eligibility for licensing directly with the provincial licensing bodies, such as the RCDSO for Ontario licensing.

5. RCDSO (ROYAL COLLEGE OF DENTAL SURGEONS OF ONTARIO):
   Licensing requirements for Ontario are as follows:
   - Proof of passing the Canadian NDEB (National Dental Examining Board) board exams.
   - Proof of graduating from Western’s DDS Program inclusive of completion of all clinical requirements.
   - Proof of successfully completing the RCDSO Jurisprudence & Ethics exam.
   - Notarization of the required legal documents as indicated in the RCDSO application.
The cut-off date for the RCDSO to receive your application, process your documentation and have your license ready for convocation day is usually **mid-May**. You can always complete applications after this date, but your license may not be ready for June 23rd convocation.

The RCDSO will be holding a webinar to review the licensing application process, confirm deadlines, and answer any questions you may have. Registration information will be sent out shortly. Please keep this date open:

*April 13, 2022, Time: 10:30 (Organizer: Mari Long mari.long @schulich.uwo.ca)*

**Should you have ANY questions or concerns, PLEASE CONTACT the RCDSO at registration@rcdso.org or call 1-800-565-4591.**

6. **OTHER PROVINCIAL LICENSING:**

The requirements for certification and licensure vary from province to province.

If you are applying to other provincial jurisdictions other than the RCDSO, please let Brenda Davis know. Provincial licensing bodies, outside of Ontario, are only notified if we know students are applying to them. They will require official confirmation of your DDS graduation from the Associate Dean Dentistry, Western University, Schulich School of Medicine & Dentistry.

**NDEB:** As well as receiving confirmation from Western, the provincial licensing bodies require official notification sent directly from the NDEB confirming eligibility for licensing. Please see the NDEB website for links to other Dental Regulatory Authorities: [https://ndeb-bned.ca/en/resources/contacts-organizations](https://ndeb-bned.ca/en/resources/contacts-organizations)

7. **EARLY RELEASE OF DEGREES, DIPLOMAS (OFFICE OF THE REGISTRAR):**


Degrees, diplomas and certificates will not normally be awarded in advance of convocation ceremonies. A degree, diploma, or certificate may be released early at the discretion of the Office of the Registrar if the student demonstrates that the document is required by an employer, or for a work visa.

Students presenting an official offer of employment may request release of their document no sooner than four weeks prior to their schedule convocation. **Early release is subject to the availability of award information.**