March 2015

Dear Prospective Applicant:

Thank you for your interest in our Implant Fellowship Training Program at the Eastman Institute for Oral Health (EIOH) at the University of Rochester Medical Center (URMC)! Our Implant Fellowship Program is designed for dentists who want to obtain advanced training in implantology. The Implant Fellow will receive a stipend (annual salary). This program is recognized by the New York State Department of Education. Additional information about this Fellowship can be obtained by clicking on the Fellowship webpage.

This letter provides pertinent information including the approximate number of available positions, eligibility requirements, application process, deadlines, etc. for the Academic School Year 2016-17. The application forms and required documents as well as a listing of all the Eastman Institute for Oral Health training opportunities and a Q&A segment are available on our website. (http://www.urmc.rochester.edu/dentistry/education/)

**Important information:**

1. **Application process, deadlines, interview and decision/notification dates:** The process on how to apply along with important dates is outlined in the chart below. Please note – your completed application, application fee and all required documents **must** be received no later than the “Application Deadline” noted. Any application that is incomplete after the deadline will not be considered. When trying to decide whether or not to apply please keep in mind the length of time it may take to request certain documents to be produced, sent and received to ensure all documents are received no later than the application deadline.

```
<table>
<thead>
<tr>
<th>Fellowship in Implant Dentistry Training Program</th>
<th>PASS</th>
<th>Match</th>
<th>EIOH</th>
<th>Application Deadline (of year preceding start of program)</th>
<th>Interview Dates (of year preceding start of program)</th>
<th>Decision/Notification Dates (after interview)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prosthodontics</td>
<td>Yes (Code 416)</td>
<td>No</td>
<td>Yes</td>
<td>August 1'</td>
<td>August</td>
<td>September</td>
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</tbody>
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2. **Stipend and fees:** The Implant Fellow receives an annual stipend (salary). Any expenses associated with an educational program must be paid prior to the start of the program and are subject to change without notice. In addition the fees noted below are estimated as the figures for the School Year 2016-17 will not be available until spring 2016.

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<table>
<thead>
<tr>
<th>Implant Fellowship</th>
<th>Duration</th>
<th>Approximate Positions Available 2016-17</th>
<th>Stipend</th>
<th>EIOH/Program (Yearly)</th>
<th>NYS Permit (Yearly)</th>
<th>Health Insurance (Yearly)</th>
<th>Health Professions (Yearly - Mandatory)</th>
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<tbody>
<tr>
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<td>1 year</td>
<td>1</td>
<td>$30,000</td>
<td>$1,250</td>
<td>$105</td>
<td>$3,062</td>
<td>$100</td>
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</table>
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3. **Application completion and submission:** The chart below summarizes what documents are required in order to apply for and be considered for the Implant Fellowship Training Program. Please carefully review the additional information provided below for specifics related to each topic noted in the chart.

<table>
<thead>
<tr>
<th>Implant Fellowship</th>
<th>Application</th>
<th>Certification Statement</th>
<th>CV</th>
<th>Personal Statement</th>
<th>2 x 2 Photo</th>
<th>Application Fee</th>
<th>Letters of Recommendation</th>
<th>Transcripts</th>
<th>Dental School Diploma</th>
<th>National Boards</th>
<th>TOEFL Scores</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prosthodontics</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
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</tbody>
</table>

- **PASS Application** – EIOH Admissions Office will download. If any additional documents are needed applicant will be informed of that after application is considered complete by PASS.

- **EIOH Application** – Follow these steps:
  - Complete application in its entirety, sign and submit the application directly to EIOH at address noted below.
  - Include the following items with the application:
    - Certification Statement ([http://urmc.rochester.edu/dentistry/education/apply.cfm](http://urmc.rochester.edu/dentistry/education/apply.cfm))
    - Curriculum Vitae (CV)
    - Personal Statement
    - 2 x 2 Photo
  - **Application processing fee (non-refundable):** A $195.00 non-refundable application fee is required at the time of application in order for your application to be reviewed and/or considered. This fee can only be paid by credit card via the following link – [http://www.urmc.rochester.edu/dentistry/eioh-registration/](http://www.urmc.rochester.edu/dentistry/eioh-registration/). The fee is non-refundable and is not credited toward any charges when an accepted applicant registers.
  - **Letters of Recommendation – NEW REQUIREMENT** – References must be provided electronically via the following link - [https://apply-eioh.ur.rochester.edu/loginRec.aspx](https://apply-eioh.ur.rochester.edu/loginRec.aspx). Hard copy references will no longer be accepted. In order to complete this requirement, via the link provided above, you will need to have the following information available for each referee: names, email addresses and phone #s for three (3) referees, one of which must be the dean of your dental school; two (2) must be members of your dental school faculty or other supervisory personnel who have had sufficient contact with you to judge your personal and professional qualifications.
  - **Additional required supporting documents:**
    - Transcripts:
      - Graduate of a CODA accredited U.S./Canadian dental school – transcripts must be sent directly to EIOH from the dental school or college. This is called primary source verification. Transcripts submitted any other way will not be accepted.
      - Graduate of a non-accredited CODA dental school outside the U.S. – A “course-by-course” certified evaluation must be completed of your dental school transcripts by World Education Services (WES). The WES evaluation must be sent directly to EIOH. The evaluation will not be accepted if submitted by the applicant.
    - Dental School Diploma:
      - Graduate of a CODA accredited U.S./Canadian dental school – copies of dental school diplomas must be certified and notarized.
      - Graduate of a non-accredited CODA dental school outside the U.S. – A certified, notarized English translation of your dental school diploma is required.
• **EIOH Application** – Follow these steps (continued):
  - **Additional required supporting documents (continued):**
    - **National Board Exam Scores:** National Boards are not required in order to apply for the Implant Fellowship. However, they are required to begin. Please have the scores/results sent to Eastman Institute for Oral Health directly from the National Board. Board scores will not be accepted if submitted by the applicant.
    - **TOEFL Reports (School Code is 9487):** Required, if English is not your native language. Only exception: foreign dental graduates who have permanent residency status within the United States are not required to take the exam. Minimum score and standard requirements are currently under review; additional information will be posted on EIOH Educational Website. ([https://www.urmc.rochester.edu/dentistry/education.aspx](https://www.urmc.rochester.edu/dentistry/education.aspx))
  - **Mailing address:** Registrar’s Office (Admissions)
    Eastman Institute for Oral Health
    University of Rochester
    625 Elmwood Avenue, Box 683
    Rochester, NY 14620 USA

3. **Interview Process:** Upon receipt of completed application, processing fees and all other required supporting documents your file will be forwarded to the respective program for review and consideration. Selected applicants will be contacted via email to schedule interviews. Therefore, if applying via EIOH Application, it is very important that you include your email address in the appropriate spot on the application (Page 2, #4). Interviews are granted once per cycle and will be conducted in the month(s) as noted above in the year preceding the start of the program for which you are applying.

Our educational goal is to train tomorrow's dental leaders and we are confident that our educational programs will provide you with the necessary skills for a rewarding professional career. Opportunities are also available to participate in graduate programs leading to the MS, MPH, MBA, or PhD degree in the School of Medicine and Dentistry or one of the many other fine local institutions. For information about graduate studies, please visit the following website: [http://www.urmc.rochester.edu/education/graduate/prospective-students/admissions/](http://www.urmc.rochester.edu/education/graduate/prospective-students/admissions/). If you are interested in graduate education, you are encouraged to apply early. Acceptance into any Eastman Institute for Oral Health dental training program does not guarantee acceptance into an academic degree-granting program, as all of these programs have unique requirements for acceptance. Please note the charges (tuition, fees, etc) associated with these graduate programs are above and beyond the cost of the Training Program with Eastman Institute for Oral Health and are the responsibility of the candidate.

Thank you again for your interest in the Fellowship in Implant Dentistry Program offered in the Eastman Institute for Oral Health at the University of Rochester Medical Center! We look forward to receiving your application.

Sincerely,

Admissions Office
Eastman Institute for Oral Health