



Dental Start 301

Dental Administration Management

6 Days

\$1,800.00 plus GST (5%) with course material

Includes:

- * Training Manual
- * Practice Materials
- * Live Demonstration & Video Demonstration
- * Hands-On clinic Workshops
- * Dental Insurance Information Forms
- * Release Forms
- * Certificate will be issued upon successful completion of the course
- * Free resource of dental industry information

Please bring:

- * Notebook, highlighter, pencil, eraser and pen

Class Times: Monday – Saturday 8am – 5pm

**A 50% Non-Refundable deposit plus tax, E-transfer, cheque payable to 1982603 Alberta Ltd, or credit card payment is required with this signed registration form.
Classes are small and limited to 12 students.**

Registration Form

Total Deposit Amount plus Tax Due: _____

Location of Course: Edmonton, Calgary, Vancouver, Red Deer (Please circle your choice)

Name (to be shown on your certificate, please print clearly):		
Name of Your Company:		
Address:		
City, Prov. & Postal Code:		
Email Address:		
Payment Method: <input type="checkbox"/> Money Transfer <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Cash NO AMEX		Telephone #: Emergency Contact(s):
Amount to Pay:	Credit Card & Card Security Code No:	Exp. Date:
Please Sign Your Name:		Date:

This Form is legally binding when signed by the student and accepted by 1982603 AB Ltd, Doing Business As Dental Start

Student Tuition and Enrollment

6 Days Dental Start 101-Dental Administration Fundamentals Course Tuition is \$1,800.00 plus GST with course material. Course includes four-day in class training and two day in clinic practicum. These are complimentary to each student upon a fully paid tuition.

A 50% non-refundable deposit is required to hold your seat for the course. All advanced deposits must include a signed Registration Form and Credit Card Authorization Form (if paying by VISA or MasterCard). We accept Cash, E-Transfer, Debit, Visa, and MasterCard for the deposit. The remaining tuition balance will be due on the 7 days prior of class. We do not accept American Express.

Training Requirements

Applicants must have good written and verbal skills in English, a high school diploma or equivalent is required.

Q&A Support

All students may phone or email with any course related questions within 1 year of their enrollment, including any student not passing the exam.

Attendance

Class attendance is the student's responsibility. Punctuality is a must. If any student feels they are unable to attend the workshop, they must notify Dental Start immediately so that other arrangements can be made.

Dental Start Instructors and Staff

Dental Start Instructors are rigorously trained in all phases of dental administration and management. Programs are updated to keep pace with the latest dental industry protocols and standard of care, ensuring our students the best education and satisfaction possible.

Dental Start offers complete training and certification in Dental Administration, however, each province has its own rules and regulations governing this profession. Please check your province/state and city for policies and regulations.

Cancelled/Reschedule/Relocated Classes

Dental Start reserves the right to cancel or reschedule a class at its discretion, if the attendance does not meet our minimum requirements. If the class is cancelled, students shall be notified and refunded 100% of their amount.

Dental Start reserves the right to relocate a class if unforeseen circumstances force us to do so. Students will be notified as soon as the new location information is confirmed and established.

My signature below certifies that I have read, understood, and agreed to my rights and responsibilities, and that the institution's cancellation and refund policies have been clearly explained to me.

Signed: _____
Student's Signature

Dated: _____

BACKGROUND INFORMATION

What is your level of education or training? (Please check what applies and specify name of institution, program, and year of graduation)

- Secondary School, specify _____ Year: _____
- Diploma/Certificate, specify _____ Year: _____
- Undergraduate Degree, specify _____ Year: _____
- Graduate Degree, specify _____ Year: _____
- Other, specify _____ Year: _____

PROGRAM INTEREST

Why do you want to learn dental administration?

Do you have any experience in business administration, dental and/or other related industries?

How did you hear about Dental Start programs?

Why did you choose Dental Start?

Refund Policy and Procedure **For Student Tuition (Dental Administration Training)**

- **Class Rescheduling or Cancellation:** Students have the right to reschedule or cancel the class provided that the student must inform Dental Start in writing at least thirty (30) days before the class begins. Classes must be rescheduled and completed within 1 year from the original scheduled class date.
- **Refund Policy:** Should Dental Start cancel scheduled course due to unforeseen circumstances, the students shall be notified and have the right to receive 100% of their amount paid.
- **Payment of Eligible Refunds:**
Dental Start shall pay or credit refunds due on a reasonable and timely basis, not to exceed thirty (30) days following the date upon which the student's written notice of withdrawal has been received and determined.

Registration:

1982603 AB Ltd
Doing Business As Dental Start

(Main office):10705 107st NW
Edmonton, AB T5H 2Y9

or

Email a scanned copy to address below

(Deposit must be received upon registration & balanced due 7 days prior to class)

For more Information:

Telephone: (780) 652-1223
(888) 257-6914

www.dentalstart.ca
info@dentalstart.ca