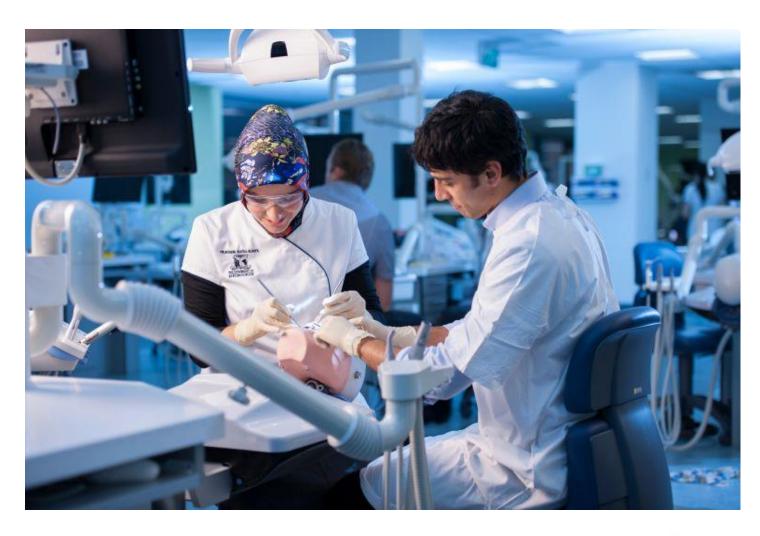# University of Melbourne Doctor of Dental Surgery (DDS)

Admissions Guide 2021

Application Dates:

Applications for domestic students open on 30 April 2020 and close on **5 June 2020 at 5pm AEST / 3pm AWST**

NO LATE APPLICATIONS ACCEPTED - Please note the closing time is 5pm AEST / 3pm AWST

GEMSAS
GRADUATE ENTRY MEDICAL SCHOOL ADMISSIONS SYSTEM

Contents

Timeline – 2020 for 2021 Intake

MARCH 2020	APRIL	MAY	JUNE
	30 April – Doctor of Dental Surgery Applications open **Ensure you have original academic transcripts if you attended (at any time) an institution not participating in ARTS.** **This includes overseas and exchange transcripts.**		**5 June** (5pm AEST) – Doctor of Dental Surgery GEMSAS applications close **5 June** (5pm AEST) – University of Melbourne Graduate Access Melbourne including supporting documents and Guaranteed Entry online applications close **15 June** – Deadline to email original transcripts from non-ARTS institutions to GEMSAS if you have already completed your degree.

JULY	AUGUST	SEPTEMBER	OCTOBER
17 July – Deadline to email a copy of original transcripts from non-ARTS institutions (including 1st Semester results and 2nd Semester enrolled subjects) to GEMSAS, if you will be completing your undergraduate studies in 2020.			

NOVEMBER	DECEMBER	JANUARY 2021	FEBRUARY 2021
Early November – First Round Offers of places for Doctor of Dental Surgery are released **Mid-November –** Waiting list and unsuccessful letters are released	Additional offers made to fill vacancies **4 December** – Enrolment deadline for domestic applicants with non-conditional offers **21 December** Deadline to upload non- University of Melbourne transcripts online as instructed in offer letters. Final 2020 results include any single subject prerequisite studies for applicants with conditional offers.	Additional offers made to fill vacancies **5 January** Enrolment deadline for domestic applicants with conditional offers. **21-22 January** DDS compulsory orientation (indicative only and subject to change). **25 January** DDS classes begin (indicative only and subject to change)	**Mid February** Waiting list applicants receive final outcome.

Please read this entire guide carefully

The following information is provided as general guidance for applicants to the Doctor of Dental Surgery (DDS) at the University of Melbourne. All applicants should routinely check the University of Melbourne Dental School website (https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/) for admission updates.

How GEMSAS will contact you

Email will be the primary means of contact between GEMSAS and applicants.

It is essential that **you provide a current email address** which will be valid from April 2020 to February 2021 and that you regularly check your emails, including your junk or spam folders.

Some email messages may not be accepted or may be flagged as spam by some email providers (e.g. Hotmail or Yahoo).

Applicants are advised to provide an email address other than their current university address (unless it will be available until February 2021), Hotmail or Yahoo email addresses.

Neither GEMSAS nor the University of Melbourne will be held responsible for undeliverable or unread email communication.

Should you need to change your email or postal address, please do so in your GEMSAS user account.

Contact details for further enquiries

If you have further queries regarding the general application process, please contact GEMSAS: info@gemsas.edu.au. Please check the GEMSAS website for details and FAQs before submitting your query:

http://www.gemsas.edu.au

All GPA queries should be addressed to GEMSAS. Please check the GEMSAS website GPA FAQs before submitting your query.

http://www.gemsas.edu.au/gpa-calculations

For detailed information on the Doctor of Dental Surgery, as well as university-specific entry requirements, you should first check the University of Melbourne Dental School and University of Melbourne handbook website:

https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/entry-requirements/

https://handbook.unimelb.edu.au/courses/mc-ddensur/

Admission policies

Offers

Successful applicants will be given a firm date by which to accept an offer of a place and offers not accepted according to the school's instructions by that date will lapse.

Commonwealth Supported Places (CSPs) are offered on the basis of academic merit. If an applicant declines an offer of a Domestic Full Fee Place, or allows the offer to lapse, they will not be considered for Commonwealth Supported Place.

Deferral

Deferments are not granted.

Exclusion

An applicant who has been excluded from any university must indicate this when they apply. The school may contact applicants for further detail.

Admission and application irregularities

Applicants should be aware that the presentation of forged documents is a criminal offence in Australia and that the University may take appropriate action in such cases. Applicants who submit fraudulent documents or otherwise seek to gain an advantage by fraudulent means may be banned from future applications through GEMSAS.

All tertiary study must be declared in the application. For the purpose of university admission, the withholding of information and the submission of incorrect or misleading information are deemed fraudulent. Action taken in such cases may include cancellation of an application for admission, withdrawal of an offer of admission, or cancellation of an enrolment.

Only your first submitted application will be processed, regardless of which application has been paid for.

If you have been offered a place in another course and you intend to accept that place, then please be considerate of fellow applicants and <u>withdraw</u> your application as soon as possible.

Application Process

GEMSAS and the University of Melbourne make every effort to ensure the accuracy of information provided in this Admission Guide at the time of publication. Applicants must consult the university website for more detailed and specific information and for updates.

There are three components of the application process:

❶ **GAMSAT** (https://gamsat.acer.org/)

The May 2020 GAMSAT results are valid for application in 2020, for entry in 2021.

All applicants for Commonwealth Supported Places and Domestic Full Fee places in the University of Melbourne's Doctor of Dental Surgery (i.e. citizens/permanent residents/permanent humanitarian visa holders of Australia and citizens of New Zealand) must have a current score on the Graduate Australian Medical School Admissions Test (GAMSAT).

GAMSAT results are valid for two years, i.e. if you sat the May test in 2020 you may use the results obtained to apply for a graduate entry course commencing in 2021 and/or 2022. If you sit the September test in 2020 you may use the results obtained to apply for a graduate entry course commencing in 2022 and/or 2023.

Please see the ACER Information booklet which includes details to the change in date and process for the March 2020 sitting https://gamsat.acer.org/files/GAMSAT_Info_Booklet_May_2020.pdf.

Helpful information can be found on the GAMSAT website that shows the validity of all the GAMSAT tests. https://gamsat.acer.org/results/currency-of-results

The University of Melbourne uses an average GAMSAT Score. You can evaluate your standing in relation to other candidates who sat GAMSAT in the same year as you did, by consulting the chart included with your Statement of Results. Please note that neither GEMSAS nor ACER staff have the authority to review individual transcripts or GAMSAT results or to offer advice on the likelihood of selection.

Registration for the GAMSAT and application for admission to the Doctor of Dental Surgery are separate processes.

❷ **Application**

Applications are made on-line through the ApplyGEMSAS.edu.au website. There is a link to this on the home page of the GEMSAS.edu.au website.

Doctor of Dental Surgery candidates are responsible for determining their eligibility to apply. Applicants are selected for offer of a place based on the following criteria:

- performance in GAMSAT;
- performance in an undergraduate degree (GPA);
- successful completion of approved prerequisite subjects.

Applicants will have the following options available to them, as May 2020 GAMSAT results will be available after the close of the application period:

- Cancel their application with a refund, or
- Change their GAMSAT ID to use another valid score.

Note: Only one change per item per applicant, within 5 days after the release of the GAMSAT results. From late June we will provide, on the application website, a template document to be used to make the updates listed above. The template will include how and when to submit these changes.

❸ Supporting documentation

Due to COVID-19 disruptions we have made some changes to how applicants are to provide supporting documentation for this application cycle. GEMSAS will not be accepting any hardcopy documentation. Applicants are required to email supporting documentation directly to GEMSAS.

If you studied at an ARTS institution (see Appendix A of this Guide), you do NOT need to send any academic transcripts for that study. For all study at non-ARTS institutions, email a scanned copy of your original hard copy academic transcripts, with the Education Coversheet, to GEMSAS-academic@vtac.edu.au.

Note that if you have also applied for Medicine at any of the GEMSAS medical schools or Optometry at the University of Melbourne, you will only need to email one set of transcripts. We can use these for all your GEMSAS applications.

When you complete your Application Form, you will be presented with relevant coversheets which you must read carefully and follow the instruction on the coversheet on how to submit your documentation electronically via email. Print and attach the relevant coversheet to the documents you are submitting, scan and email to the email address detailed on the coversheet. You can view the coversheets that you will be required to submit with supporting documentation, on the Coversheets page in the application, but will only be able to access them once you have submitted and paid for your application. Failure to include all requested documents may disadvantage you.

Please send **only** those documents that have been specifically requested and are in accordance with the new documentation guidelines.

There are different deadlines for sending Academic Transcripts dependent on the completion date of your Undergraduate Degree or receipt of a conditional offer.

Email a copy of your original academic transcript(s) (and separate grading schemes if they are not included on the reverse of your transcript) as soon as possible after submitting your application or completing your study. Your transcripts must be emailed no later than the deadlines below to GEMSAS-academic@vtac.edu.au:

Completed undergraduate studies at non-ARTS institutions. If you have an existing, completed undergraduate degree, email your coversheet and transcript(s), including information about your degree completion for all non-ARTS study, emailed no later than 15th June 2020.

Current undergraduate studies (2020 completion) at non-ARTS institutions. If you will be completing an undergraduate Degree in semester two 2020, email your coversheet and transcripts for all non-ARTS study including 1st semester results and semester two enrolled subjects, emailed no later than 17th July 2020.

Email Academic documents with the Education coversheet to: GEMSAS-academic@vtac.edu.au.

Note that transcripts for study at non-ARTS institutions will be required for all bachelor and/or Honours and/or postgraduate study and you must also include exchange study and study for which you may have received credit towards another degree.

Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.

Extra documentation requirements for study in China and India:

    China:
- Original Transcript in both Chinese and English Language
- Original Degree Certificate that is "Awarded according to the Regulations Concerning Academic Degrees in the People's Republic of China (中华人民共和国学位条例)" - both in English and Chinese Language
- If you have completed a Masters degree we will need your original Graduation Certificate that shows you completed/defended your Thesis - both in English and Chinese Language. In addition to the above.

      *English Translations must either be issued from your school or NAATI Translations.
      *Please note if you do not provide **all of the above** it may delay the assessment of your application.

    India:
- Unconsolidated Marksheets including any backlogs - Marksheets must be issued from the awarding University NOT the college.
- Official Completion Certificate (in addition for the marksheets/transcripts)

      *Please note if you do not provide **all of the above** it may delay the assessment of your application

Current undergraduate studies (Conditional Offer) - If you have been made a conditional offer and have completed a non-University of Melbourne undergraduate degree or any non-University of Melbourne single subject prerequisite studies in 2020, upload final official transcripts directly to the University of Melbourne http://students.unimelb.edu.au/get-started/coursework-domestic by 21st December 2020.

If you have completed your degrees or prerequisite subjects from the University of Melbourne, you are not required to upload transcripts as staff from the University of Melbourne will be able to access your results directly through their system in December.

Any student who has accepted a conditional offer but cannot provide transcripts by this date is encouraged to contact Melbourne Dental School.

If you have met conditions, you will receive an unconditional offer letter from the University of Melbourne and instructions on how to enrol before the enrolment lapse date.

Bachelor degree

All applicants must have completed, or be in the final year, of a Bachelor or Honours degree. Undergraduate Australian degrees must be from a Commonwealth-accredited institution (see http://www.teqsa.gov.au/national-register). Overseas degrees must be recognised by the Australian Department of Education and Training Qualifications Recognition Policy Unit (previously AEI-NOOSR) as equivalent to an Australian Bachelor degree. Your qualifications will be assessed for equivalency as part of your application process.

Please do not contact the Australian Department of Education and Training Qualifications Recognition Policy Unit for assessment of your degree.

For those in the final year of study, satisfactory completion of the degree in 2020 will be a condition of entry. Note that if you cannot complete and provide evidence of completion of your degree in the 2020 calendar year, any offer you have received that is conditional upon completion of your current degree may be withdrawn.

A qualifying degree is defined as an Honours degree or a bachelor degree of at least three years' duration when studied full-time, or equivalent, from a recognised university. However, accelerated entry and conversion degrees may be accepted, depending on the level and extent of credited study, at the discretion of the selection committee.

Grade Point Average (GPA)

GEMSAS will calculate a Grade Point Average (GPA) from electronic copies of academic transcripts (from ARTS institutions) or paper transcripts. Scans of original hard-copy transcripts will be needed if you have completed your degree or any part of your qualifying degree at an overseas university or any university not included in the list of ARTS institutions in Appendix A.

Applicants may wish to calculate their GPA according to the instructions on the GEMSAS website (www.gemsas.edu.au/gpa-calculations). A GPA calculator is available on the application page (https://applygemsas.edu.au/gemsas/#/home) for use. Please note that any GPA calculated by an applicant will be an estimated GPA and used only for the information of the applicant.

The GPA indicates the level of performance in the qualifying degree. There is no differentiation of GPA between institutions or courses. It should be emphasised that a science major is not a prerequisite, and that academic excellence in other areas, such as the humanities and social sciences, is encouraged and recognised.

Prerequisite Subjects

Applicants to the Doctor of Dental Surgery at the University of Melbourne must have successfully completed (within the last 10 years of commencement of the Doctor of Dental Surgery) approved prerequisite studies:

- o A second-year subject (or equivalent) in anatomy; plus
- o A second-year subject (or equivalent) in biochemistry; plus
- o A second-year subject (or equivalent) in physiology

Interviews

There are no interviews for the Doctor of Dental Surgery.

Offers

Selection into the Doctor of Dental Surgery is based on three criteria:

- performance in GAMSAT;
- performance in an undergraduate degree (GPA);
- successful completion of approved prerequisite subjects

If you have been offered a place in another course or by an institution not participating in GEMSAS and you intend to accept that place, then please be considerate of fellow applicants and withdraw your application for all GAMSAT Consortium courses as soon as possible.

Graduate Access Melbourne

To be eligible for Graduate Access Melbourne you must:

- be an Australian or New Zealand citizen or Australian permanent resident or holder of Australian temporary protection visa or holder of a permanent Humanitarian Visa and
- have demonstrated the capacity to successfully undertake the Doctor of Dental Surgery
- have applied for Doctor of Dental Surgery course.

You may be considered under one or more of the following categories:

- Previous status as a refugee or current holder of a Humanitarian Visa
- Rural or isolated background (you can check the classification of your rural or isolated address on the Department of Health and Ageing website http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator)
- Disadvantaged socio-economic circumstances
- Disability or chronic medical condition
- Personal difficulties

For further information and to confirm eligibility for entry under the Graduate Access Melbourne Scheme, applicants should refer to https://study.unimelb.edu.au/how-to-apply/special-entry-access-schemes/access-melbourne-graduate

If you are eligible, please submit your Graduate Access Melbourne application **via the University of Melbourne online application by 5pm AEST Friday 5th June 2020:**

https://theuniversityofmelbourne.formstack.com/forms/2021_graduate_access_melbourne

Supporting documents for the University of Melbourne's Graduate Access Melbourne Scheme:
Applicants must email their documents **DIRECTLY** to md-dds-dpt@unimelb.edu.au **no later than 5:00pm AEST on Friday 5th June 2020.**

If you are not eligible, please DO NOT submit a Graduate Access Melbourne application.

NOTE that you must also apply through GEMSAS for a place in the Doctor of Dental Surgery.

Guaranteed Entry

For further information and to confirm eligibility for entry under the Guaranteed Entry scheme, applicants should refer to https://students.unimelb.edu.au/further-study/guaranteed-entry

An applicant eligible for a Full Fee Guarantee Place (with an ATAR of 99.00 or above) or a Commonwealth Supported Guaranteed Place (University of Melbourne Chancellor's Scholars with an ATAR of 99.90 or above) must submit an online application under the scheme direct to the University of Melbourne via the following website:

https://prod.ss.unimelb.edu.au/student/SM/eApplications/eAppLogin.aspx?r=&f=%23UM.EAP.CI2LOGIN.WEB by AEST 5pm Friday 5th June 2020.

Important note:

Full-Fee Guaranteed entry applicants who wish to be considered for Commonwealth Support Places, must apply via the standard GEMSAS process.

FAQs about the application process

How do I choose between two valid GAMSAT results?

You will have two valid GAMSAT results if you sat the Australian GAMSAT[1] in both 2019 and 2020. Because the University of Melbourne uses an average GAMSAT Score you should select the set of results for the year that gives you the best average GAMSAT Score. Whichever GAMSAT year you choose will be the only GAMSAT result that will be provided to GEMSAS for your DDS application. It is not possible to mix individual Section scores from different years.

Simply record in the Application Form the appropriate candidate identification number and year of sitting for the test you wish to use for selection.

Will the March or September GAMSAT scores be acceptable?

The May 2020 GAMSAT results are valid for application in 2020, for entry in 2021.

The GAMSAT is held in March and September, however results from the September sitting in the year of GAMSAT application cannot be used for that intake - it may only be used for designated future intakes:

Which GAMSAT results can be used?		
GAMSAT session	*2021 Intake*	*2022 intake*
March 2018	✘	✘
September 2018	✔	✘
March 2019	✔	✘
September 2019	✔	✔
May 2020	✔	✔
September 2020	✘	✔
March 2021	-	✔
September 2021	-	✘

Helpful information can be found on the GAMSAT website that shows the validity of all the GAMSAT tests. https://gamsat.acer.org/results/currency-of-results

My degree is more than 10 years old, am I still eligible to apply?

Bachelor degrees that were awarded more than 10 years prior to the anticipated commencement date are not acceptable for entry to the Doctor of Dental Surgery. If your undergraduate degree was completed 10 or more years before January 1, 2021, you can meet the requirement for having a degree less than 10 years old by completion of a Graduate Diploma, Master or PhD degree (or equivalent) within 10 years before 1 January 2021.

How do I allocate subjects to years to calculate my GPA?

First, read the documents at www.gemsas.edu.au/gpa-calculations.

The way to calculate your GPA is to take the total credit points and divide by the years normally taken to do the degree. This will give you the number of credit points to allocate to each GPA year.

> **Example:**
> Assume that all the units you did were of equal credit point value.
> If you did 24 units in a 3-year degree you would allocate 8 units a year.

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[1] See page 7 for more information about GAMSAT test validity.

Working backwards chronologically take the most recently-completed 8 units and allocate them to the Final GPA Year. Then take the next 8 units and allocate them to the Final-minus-1 GPA Year and the remaining 8 units will be the Final-minus-2 GPA Year.

A GPA calculator is available for use on our application page (https://applygemsas.edu.au/gemsas/#/home).

How are subjects allocated to the three GPA years?

We allocate by the year in which subjects were taken and not the level of the subjects. We use full-time equivalent (FTE) study loads to allocate subjects to GPA years so we can take part-time, overloading and subjects of differing credit point values into consideration.

How are subjects allocated to the GPA years, if I have non-standard semesters?

Subjects are still allocated in the year they were taken. If you have undertaken any non-standard teaching periods outside of the standard Semester 1 and Semester 2 teaching periods offered at most institutions, you may be contacted for further clarification via email by the GEMSAS assessment team. If you do receive an email you will be required to attach evidence from your Institution that shows the order in which the subjects were taken (e.g. unofficial transcript or enrolment record) via email to info@gemsas.edu.au

How are credits from prior study used in the GPA calculation?

See the GPA section on our website - GPA guidelines

Specified credit as per the definition, requires the qualifying/key degree record to show the subject codes, names, weightings and results, which most results retrieved through ARTS do not show. So we then will use the most recent prior study up to the number of credit points awarded as credit for prior study. We do not use transcripts if results are available via ARTS.

What is the definition of an Honours Year, in terms of GEMSAS GPA calculations?

An Honours Degree is a research-intense award pegged at Level 8 in the AQF. One-year honours programs are a specialised year of study undertaken as an extension to an undergraduate degree – this is a 'standalone' Honours award. Some four-year (or more) undergraduate programs have honours embedded within their structure, this is an 'embedded' Honours award. Standalone Honours are used as the Final GPA year along with the last two years of the preceding bachelor degree. With embedded Honours, it's just the most recent three years of the degree that's used.

I have done (or I am completing) an Honours Year. Will this be used for selection?

We include Honours results in GPA calculations, however this can become problematic where the Honours year isn't complete. If you do have results for Honours from Semester 1, these will be used in your GPA calculation together with results from the last two years of your bachelor degree.

I've done a postgraduate degree; do I calculate my GPA on that or on my Bachelor?

For the Doctor of Dental Surgery your GPA will be calculated only on your qualifying undergraduate degree.

How will GEMSAS determine equivalency of your overseas qualification/s to the Australian Qualification Framework?

GEMSAS assessors will review all overseas documents that are received and determine the equivalent level of the qualification under the Australian Qualifications Framework (AQF). Often, this means confirming that a Bachelor degree studied overseas is equivalent in educational level to a Bachelor degree completed in

Australia. However, GEMSAS will also assess other types of post-secondary overseas qualifications claimed by applicants, such as postgraduate studies and exchange programs.

For all overseas assessments GEMSAS uses the Australian government's [Department of Education and Training](#) Qualifications Recognition Policy Unit (previously known as NOOSR/AEI NOOSR) guidelines for verification and level equivalency. Where GEMSAS is unable to determine the equivalent level of a qualification using these guidelines, the assessment is passed to the institution/s to which the applicant has applied.

How will my overseas study be converted to an Australian equivalent scale?
GEMSAS uses an Australian 7-point grade point average scale to calculate GPAs. As many other countries use a different grading system, we may need to convert applicants' grades to a 7-point GPA scale before their GEMSAS GPA can be calculated.
GEMSAS will take the actual results from applicants' overseas university transcripts and use the institution grading information provided on the transcript to convert these grades to a 7-point GPA scale. To do this, we need to know the minimum required pass marks and the maximum achievable grade. GEMSAS will generally use the percentage grade where a transcript shows both a percentage grade and a letter grade.

If there is no information on a transcript regarding the grading scale, GEMSAS assessors may take further steps, such as researching the institution and checking the grading system on the institution's official website, or using guidelines provided by The Department of Education & Training. In some cases, we may request further documentation from applicants that confirms the grading system used by their institution. If you know the minimum and maximum marks you can use the [GPA Calculator](#) on the GEMSAS website.

I have received a conditional offer, where do I send my final results and when is the deadline?
You must upload an original official academic transcript (except transcripts for any study completed at the University of Melbourne) for any undergraduate degree or single subject prerequisite subjects studied in 2020 to the University of Melbourne online website (http://students.unimelb.edu.au/get-started/coursework-domestic) by 21st December 2020. Any student who has accepted a conditional offer, but cannot provide transcripts by this date is encouraged to contact Melbourne Dental School.

How to Apply

❶ Complete the online application form

The online application opens 30 April 2020. We recommend that you register and begin the application as soon as possible after this date. To apply for admission to the Doctor of Dental Surgery commencing in 2021, you must complete and submit the online Application Form – on the GEMSAS website – by no later than:

- **5pm AEST/3pm AWST Friday 5th June 2020**

Please do not leave submission until the last minute as many others will also do this and system overloading can impact your ability to meet the deadline.

Late applications will NOT be accepted.

The application fee is paid by credit card, when completing the online application form. You do not need to complete your payment at the time of submission, but must do so by 5pm AEST 10th June.

In 2020 for 2021 entry, the application fee for University of Melbourne Doctor of Dental Surgery is **AUD $204.**

Applicants will have the following options available to them, as May 2020 GAMSAT results will be available after the close of the application period:

- Cancel their application with a refund, or
- Change their GAMSAT ID to use another valid score.

Note: Only one change per item per applicant, within 5 days after the release of the GAMSAT results. From late June we will provide, on the application website, a template document to be used to make the updates listed above. The template will include how and when to submit these changes.

Don't forget to include info@gemsas.edu.au in your "Safe Senders" list and email address book, to ensure messages from the GEMSAS team are not treated as spam and sent to your Junk folder. We cannot be held responsible for any email not reaching or not being read by you.

Special Entry Schemes If you are applying through the Graduate Access Melbourne or Guaranteed Entry scheme, you will need to complete the University of Melbourne online application in addition to your GEMSAS online application. **Refer to pages 11, 12 and 23 for more information.**

❷ Email your original transcripts from non-ARTS institutions only.

After completing and submitting the online Application Form and making your payment, you need to email a scanned copy of your **original transcripts** from non-ARTS institutions. All documentation must be emailed **according to the dates listed below and include the Education Coversheet.** Wherever possible documents should be emailed earlier.

Completed Undergraduate studies: Emailed no later than 5.00pm AEST on 15th June 2020

Current Undergraduate studies (2020 completion): Emailed no later than 5.00pm AEST on 17th July 2020

If any of your tertiary studies were undertaken at a university <u>not</u> listed in Appendix A (as an institution whose results can be retrieved through ARTS), you MUST email a scanned copy of your original hardcopy academic transcripts for all such studies along with a copy of your Education coversheet to GEMSAS-academic@vtac.edu.au

- Only **one** set of transcripts is required to complete your GEMSAS application, even if you are applying for multiple applications across Medicine, Dentistry and Optometry.
- Emailed documents must be a high-quality colour scan of the **original** transcript/and or completion certificate.
- Documentation must be in PDF or JPEG file only and a limit of 5MB.
- Please scan each document **separately** and include **both sides** (front and back) if applicable. Transcripts received from the same qualification can be combined into one file but must include the Education Coversheet.
- Please refer to your coversheet for the full Academic Document Guide.

Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.

Extra documentation requirements for study in China and India:
China:
- Original Transcript in both Chinese and English Language
- Original Degree Certificate that is "Awarded according to the Regulations Concerning Academic
  Degrees in the People's Republic of China (中华人民共和国学位条例)" - both in English and
  Chinese Language
- If you have completed a Masters degree we will need your original Graduation Certificate that shows you completed/defended your Thesis - both in English and Chinese Language. In addition to the above.

  *English Translations must either be issued from your school or NAATI Translations.
  *Please note if you do not provide **all of the above** it may delay the assessment of your application.

India:
- Unconsolidated Marksheets including any backlogs - Marksheets must be issued from the awarding University NOT the college.
- Official Completion Certificate (in addition for the marksheets/transcripts)

*Please note if you do not provide **all of the above** it may delay the assessment of your application

ADDITIONAL DOCUMENTATION AND CORRESPONDENCE
Please send only those documents that have been specifically requested. Address all general correspondence or enquiry via email to info@GEMSAS.edu.au. No additional documentation or general correspondence can be accepted by GEMSAS Operations.

FAQs about completing your application

I didn't receive confirmation of my submitted information or my payment.

After completing the Application Form, you will need to SUBMIT your application. You will then be taken to the payment system to make your payment. Once your payment has been made successfully you will be shown a receipt screen. Please note your receipt number or print this screen for your records. If you are not able to complete these steps, please email info@gemsas.edu.au.

You will not receive an email from GEMSAS confirming your application has been submitted. You will receive an email with a receipt number once payment has been made and this is confirmation that your application has been successfully submitted.

I have previously applied through GEMSAS

If you have previously applied through GEMSAS, you are still required to register online and complete and submit a new application.

If you applied prior to last year 2019 -2020 you will be required to email ALL documentation.

Very Important: If there has been no change to your education history and you applied to GEMSAS last year (2019-2020) you **do not** need to provide GEMSAS with your academic documents again. You will be contacted should GEMSAS require any further documentation.

Please follow the instruction provided on the Education and English Language Competency coversheets. Coversheets are available once your application has been submitted and paid for.

I can't see my coversheets for submitting supporting documentation

As your application progresses, a menu item "Coversheets" will appear on the left of your screen. Coversheets are generated according to your selections and responses. You can view the coversheets that you will be required to submit with supporting documentation, but will only be able to access them once you have submitted and paid for your application. To access your coversheets, after you have submitted and paid for your application, log into your application and select the Coversheets button on the My Applications page.

If you cannot save or print any of the documents mentioned above, please email info@gemsas.edu.au.

Do I still need to email the Education coversheet if I have no supporting documentation?

The Education coversheet will only be generated if you have selected a university that does not participate in ARTS, for ANY of your study. The Education coversheet will not be generated if no original transcripts are required.

Very Important: If there has been no change to your education history and you applied to GEMSAS last year (2019-2020) you **do not** need to provide GEMSAS with your academic documents again. You will be contacted should GEMSAS require any further documentation.

How do I email my supporting documentation?

Your coversheet/s will describe in detail where to send your supporting documentation, deadlines for emailing the documentation and what type of documents can be accepted. It's very important that you read your coversheet carefully.

Are there any restrictions on the types of academic documentation accepted?

Yes, we will only accept PDF or JPEG file formats, max 5MB. Word documents (.doc, docs, .rtf) are not accepted. Please ensure all documents are scanned in colour and are a copy of the **original hardcopy** transcript and/or

completion certificate. Scans must be clear, fully legible and includes any notes, codes or logos.

Scan each document separately and include both sides (front and back) if applicable. If your academic documents have information on both sides (even if it is generic information rather than your academic results), please ensure that you scan both sides of the document. Transcripts received from the same qualification can be combined into one file.

It's very important you read the information on your coversheet/s as any incorrect documentation may delay the processing of your application.

Can digital transcripts be accepted?

The only digital transcripts we will accept are My eQuals. This is applicable only for Australian Institutions and New Zealand Institutions. My eQuals will be accepted provided the PDF is digitally signed by your institution and has the required security features, this includes the certificate key or blue banner verification.

For example, certified documents viewed in Adobe Acrobat Reader have a blue ribbon above the document stating: *"Certified by the issuing education provider… all signatures are valid"*.

To provide a digitally signed My eQuals PDF Transcript register for My eQuals and create a digitally signed PDF Transcript.

For any other overseas transcript, a digital transcript will not be accepted. We need a scanned copy of your original hardcopy transcript. (e.g. University of San Francisco with an escript/digital US Parchment transcript cannot be accepted

I don't have a scanner. How can I send my documents?

Phone applications can be used to scan your documents (e.g. Cam Scanner, Adobe Scan) but askew or poorly focused scans will not be accepted. Ensure that the entire document is scanned, without scanning external surround such as tabletops or a frame or your fingers. The document needs to fill the entire space and all edges of the document must be visible. The documents must not look warped by the scan.

I don't have an original transcript; can I submit a certified copy?

No, **only a scanned copy of original transcript/s** will be accepted. Screenshots, photos, certified copies, unofficial results and online printouts are not accepted.

A statement of results is not acceptable and is not considered in place of a full transcript, nor is a printout of an academic record.

My transcript is not in English; should I provide a translation?

Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.

I'm still studying this year; do I need to submit a 2020 transcript?

Applicants completing their qualifying degree in 2020 will be assessed on the basis of the information available at the time of application. Semester 1 (or Trimester 1), 2020 results will be included in the GPA calculation if they are available at the time of assessment.

If your results are from an ARTS university, your Semester 1, 2020 results will be electronically retrieved during June and July. If you have any unpaid fees at your university we will not be able to retrieve your results until these have been attended to. **Please do this ASAP**.

For study at a non-ARTS university, in Semester 1, 2020 please supply a scanned copy of your original transcript as soon as possible to GEMSAS-academic@vtac.edu.au. Please email the required transcripts and/or completion certificate by **17 July**.

Exchange studies and transcripts

Exchange studies are part of your degree and therefore we use the results from those studies in calculating your GPA. Exchange studies may appear on your home university transcript as pass/fail subjects, but we use the attained results from the exchange institution's transcript to calculate your GPA.

You must obtain and supply an original transcript for any exchange studies you have done.

Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.

My declared study and/or results have changed. What should I do?

Ensure you inform GEMSAS ASAP if there is any change to your study, especially your key degree.

Ensure you inform GEMSAS ASAP if there is an update to a Semester 1 or Semester 2 result or if there is a delay in obtaining a Semester 1 or Semester 2 result (e.g. sitting a special/supplementary or deferred exam), so GEMSAS is made aware of the need to retrieve these results.

Note that ARTS results are retrieved on request and unless you notify us of updates, we will not request ARTS results outside of the scheduled times.

What study should I declare in the application?

ALL tertiary studies (including postgraduate studies, exchange studies, cross institutional studies, non-award single subject studies) are to be declared (this includes completed and incomplete study), whether relevant or not to your key degree.

I have lodged through GEMSAS two or more applications for dentistry

Only your **first submitted** application will be processed, regardless of which application has been paid for.

How do I know if my documents have been accepted?

You will receive an email or automated response from GEMSAS acknowledging the receipt of your supporting documentation. If anything further is required, or the documents were not up to the acceptable guidelines you will be notified.

How can I update my personal details after I have submitted my application?

After you have completed your application you can update your gender, previous names, email, postal and/or residential addresses by logging back in to your application at applygemsas.edu.au and updating details in the Account, Personal Details and Contact Details sections.

If you need to advise GEMSAS of an error in your Date of Birth, or a change to your current name or citizenship details, please email info@gemsas.edu.au and include your GAMSAT ID along with the updated information.

How to calculate your GPA

For information on Grade point averages and how to calculate your GPA please view the documents on our website:

http://www.gemsas.edu.au/gpa-calculations

A GPA calculator is available for use on our application page at https://applygemsas.edu.au/gemsas/#/home.

Before you calculate your GPA, you should read the 'How to Apply' section on page 16 of this guide.

If you are having difficulty determining how your individual circumstances affect your GPA Calculation, please refer to the GPA Calculation section of the FAQ prior to contacting us.

http://www.gemsas.edu.au/frequently-answered-questions

International Applications

International applicants must apply directly to the University of Melbourne

https://study.unimelb.edu.au/how-to-apply/graduate-coursework-study/international-applications

GEMSAS receives and processes applications from domestic applicants only.

If you are a Domestic Student with an International undergraduate qualification, you may apply through GEMSAS.

The University of Melbourne
Doctor of Dental Surgery

Contact details:	
Telephone	(03) 8344 5890
Email	study-health@unimelb.edu.au
Web	https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/entry-requirements/
Places Available for 2021 intake*	Approximately 98 of Commonwealth Supported Places, Full Fee Places and International full fee places.
Bachelor Degree/ GPA/ GAMSAT	**A minimum GPA or GAMSAT is not set for the Doctor of Dental Surgery (DDS).** Applicants are ranked on the weighted GPA and the GAMSAT score (where each of the sections is weighted equally) to provide a rank list of applicants for selection. As a result of using this method there are no discrete cut-off marks for either GPA or GAMSAT. The Grade Point Average (GPA) will be measured by considering the last 3 years of the applicant's undergraduate coursework studies (including Honours, where applicable). Weightings will be applied by weighting the first of the final three years by 1, the second year by 2 and the final year by 2.
Currency of qualification	Degree: undergraduate degree to have been completed within 10 years of commencing the Doctor of Dental Surgery, or for applicants whose most recently completed undergraduate degree was completed 10 or more years before 1 January 2021, a Graduate Diploma, Master or PhD degree or equivalent completed within 10 years before 1 January 2021. Prerequisites: subjects must be successfully completed within 10 years of commencing the Doctor of Dental Surgery. For example, if applying for the 2021 intake, prerequisite subjects must be completed from 2011 onwards.
DAT	Only international students who are resident outside Australia may apply using a DAT score. No minimum DAT cut-off has been set.
Aboriginal and/or Torres Strait Islander	Applicants of Aboriginal and/or Torres Strait Islander (ATSI) descent are given priority access to Doctor of Dental Surgery at the University of Melbourne. Indigenous applicants must meet all selection criteria. An Indigenous Australian who is not otherwise selected must be admitted if the selection committee decides that the applicant is likely to succeed in the proposed course of study. Eligible Indigenous applicants are not required to undertake GAMSAT. Eligible Indigenous applicants who wish to apply to the University of Melbourne under the Pathway will be required to submit an application directly via the University's formstack: https://theuniversityofmelbourne.formstack.com/forms/2021_atsi **Closing date for direct applications**: 5:00pm AEST on Friday 5th June 2020.

	Please note that this direct application form is for Indigenous applicants only. Applicants who are not of Aboriginal and/or Torres Strait Islander descent should apply via GEMSAS. Prospective Indigenous applicants are strongly encouraged to make contact with the University of Melbourne (via email to mdhs-indigenous-admissions@unimelb.edu.au) if they have questions about the application process. Please note that Indigenous applicants are not required to apply via GEMSAS.
Special entry schemes	**Graduate Access Melbourne (GAM):** Applicants approved for the Graduate Access scheme may be re-ranked based on their level of disadvantage. Please refer to https://study.unimelb.edu.au/how-to-apply/special-entry-access-schemes/access-melbourne-graduate for the eligibility. If you are eligible for the Graduate Access Melbourne, GAM applications must be submitted direct to the University of Melbourne (https://theuniversityofmelbourne.formstack.com/forms/2021_graduate_access_melbourne) by 5th June 2020. Supporting documents for the University of Melbourne's Graduate Access Melbourne Scheme: Applicants must email their documents **DIRECTLY** to md-dds-dpt@unimelb.edu.au **no later than 5:00pm AEST on Friday 5th June 2020.** **Guaranteed Entry Scheme Application Process** All Chancellor's Scholars (who entered their undergraduate degree at the University of Melbourne with an ATAR of 99.90 or above) and Guaranteed Full Fee students (with an ATAR of 99.00+) for the Doctor of Dental Surgery 2021 intake must apply via the Future Student website by Friday 5th June 2020 in order to be considered for a guaranteed place: https://prod.ss.unimelb.edu.au/student/SM/eApplications/eAppLogin.aspx?r=&f=%23UM.EAP.CI2LOGIN.WEB **Guaranteed Entry Scheme Eligibility** Please view the eligibility criteria for these pathways to determine if you are eligible via the following Guaranteed Entry Scheme webpage: https://students.unimelb.edu.au/further-study/guaranteed-entry Please be sure to check the specific course ATAR, weighted average mark (WAM) and prerequisite subjects requirements via the following webpage: https://students.unimelb.edu.au/future/graduate-study-for-current-students/explore-graduate-study-options *Important note for Guaranteed Entry Scheme:* • Undergraduate degrees must be completed at the University of Melbourne. • All students who commence their undergraduate degree at the University of Melbourne after the 2016 intake will be required to pass on the first attempt any course prerequisite subjects taken at the University of Melbourne. Students who fail to achieve this will not be guaranteed entry to the course.

	- Applicants eligible for guaranteed entry will not be required to complete the Graduate Australian Medical School Admissions Test (GAMSAT). - Full-Fee Guaranteed Entry applicants must also meet course Weighted Average Mark of 75 or above. - Full-Fee Guaranteed Entry applicants who wish to be considered for Commonwealth Support Places, must apply via the standard GEMSAS process.
Offers	Offers will be made on the basis of a combined ranked list where ranks by GPA, GAMSAT are given equal weighting.
Conditional Offers	If an offer is made where a degree or prerequisite subjects are not yet complete, the offer will be conditional. When final results are received the final GPA will be calculated. Applicants will be expected to maintain or exceed the GPA used. Applicants enrolled in **a combined degree** (bachelor/bachelor double degree) who receive a conditional offer for a place at the University of Melbourne based on that combined degree, must complete both awards in order to have their offer confirmed.
Prerequisite subjects and equivalents	The three prerequisite subjects are anatomy, physiology and biochemistry successfully undertaken at 2nd year level (or equivalent). A table of approved prerequisite equivalent subjects can be found at http://mdhs-study.unimelb.edu.au/prerequisites If the subjects you have studied are not included in the published lists, please review the instructions on how to have your subjects assessed at the prerequisite website. Applicants who submit complete documentation by Friday 1st May 2020 will be advised of the subject equivalence before the closing date for applications. Submissions received after this date will take three weeks to be processed. Applicants who have not submitted documentation for assessment OR have not demonstrated equivalence as part of their GEMSAS application (e.g. evidence of relevant completed subjects) will be deemed to have failed the prerequisite requirements and will not be eligible for selection into the Doctor of Dental Surgery course. If you are going to enrol in one or more subjects from the list of approved prerequisites subjects in semester two in the year of application, you are still eligible to apply for the Doctor of Dental Surgery. However, you must enrol in your prerequisites subjects by the end of July in the year of application, and you must list the subjects you intend to enrol in, when you complete the **Education section** of the GEMSAS online Application Form. GEMSAS will be able to retrieve your enrolment records through the Automated Results Transfer System (if your institutions use ARTS) at that time but can only do so, if you have listed them in the application or advised GEMSAS at info@gemsas.edu.au by 31st July. Applicants enrolling in prerequisite subjects in 2020 must have results available by 21st December 2020. Applicants should confirm with their enrolling institution that results will be available by this date. Subjects must have been completed within 10 years of commencing the Doctor of Dental Surgery.

	For example, if applying for the 2021 intake the prerequisite subjects must be completed from 2011 onwards.
Selection Criteria	For detailed selection criteria, refer to the University of Melbourne website https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/#entry-requirements https://handbook.unimelb.edu.au/courses/mc-ddensur/
English Language Proficiency for Domestic Applicants	Domestic applicants who have completed their undergraduate studies, at an institution where the degree was taught and assessed in English, are deemed to have met the English Language Requirements. Applicants who have not completed undergraduate studies in English can satisfy the English Language Requirements in a number of ways, as outlined on the website and must provide evidence to support this when you have received offers at the University of Melbourne: https://study.unimelb.edu.au/how-to-apply/english-language-requirements/graduate-english-language-requirements
International students	International applicants should submit their applications directly via the University of Melbourne's application page: https://study.unimelb.edu.au/how-to-apply/graduate-coursework-study/international-applications International applicants may apply with either the United States DAT (Dental Admission Test) or the Canadian DAT (Dental Aptitude Test) or the GAMSAT (the Graduate Australian Medical School Admissions Test) or the UK BMAT (Biomedical Admissions Test). International applicants with a DAT cannot be considered if they are residing in Australia. MCAT has been removed as an acceptable test for international applicants' 2016 intake and beyond. Doctor of Dental Surgery International Admissions Guide can be found at: https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/how-to-apply/ For International applicants who have undertaken their undergraduate studies in a language other than English should consult the website for information about minimum English language requirements: https://study.unimelb.edu.au/how-to-apply/english-language-requirements/graduate-english-language-requirements
Open Days and Information Sessions	University Open Day: Sunday 16th August 2020 https://study.unimelb.edu.au/openday For further updates and details of Information Sessions refer to: https://mdhs.unimelb.edu.au/study/meet-us

Appendix A: Institutions Participating in ARTS (Automated Results Transfer System)

You do NOT need to provide academic transcripts for studies undertaken at the following institutions:

AUSTRALIAN CAPITAL TERRITORY

Australian National University	Canberra CAE	University of Canberra
Australian Catholic University	Canberra Institute of the Arts	

NEW SOUTH WALES

Australian Catholic University	University of Wollongong	University of New South Wales
Sydney College of the Arts	Western Sydney University (University of Western Sydney)	Charles Sturt University
University of New England	New South Wales Institute of Technology	Macquarie University
University of Newcastle	Southern Cross University	University of Sydney
University of Technology, Sydney	CQ University	

NORTHERN TERRITORY

Charles Darwin University (formerly Northern Territory University)
Darwin Institute of Technology

QUEENSLAND

Australian Catholic University	Griffith University	Queensland Institute of Technology
Bond University	James Cook University	CQ University
Queensland University of Technology	Darling Downs IAE	University of Queensland, The (UQ)
Gold Coast CAE	University of Southern Queensland	Queensland Agricultural CAE
Queensland Institute of Technology (Capricornia)	University of the Sunshine Coast	

SOUTH AUSTRALIA

The University of Adelaide	University of South Australia	Flinders University of South Australia
CQ University		

![GEMSAS - Graduate Entry Medical School Admissions System]

TASMANIA

Australian Maritime College
Tasmanian CAE
Tasmanian State Institute of Technology
University of Tasmania

VICTORIA

Australian Catholic University	CQ University	Victoria College - all campuses 1985 onwards
La Trobe University	Swinburne University of Technology	Victoria University (formerly Victoria University of Technology)
Deakin University	University of Melbourne	Federation University Australia (formerly University of Ballarat)
Victorian College of the Arts	Monash University	RMIT University
Warrnambool IAE	Caulfield Institute of Technology	Royal Melbourne Institute of Technology

WESTERN AUSTRALIA

Edith Cowan University	Curtin University (Curtin University of Technology)	The University of Western Australia
Western Australian CAE	Murdoch University	Western Australian Institute of Technology

AUSTRALIA

Open Universities Australia

PLEASE NOTE: Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English.

The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.

Appendix B: Undergraduate Grading System Conversion Table

A	Subject GPA	B	C	D	E	F	G	H
100	7							
99	7							
98	7							
97	7							
96	7							
95	7							
94	7	HD/7	HD	HD	HD/>=7/A	H1	>=8	A+/A/A-
93	7	7	7	7	7	7	7	7
92	7							
91	7							
90	7							
89	7							
88	7							
87	7							
86	7							
85	7							
84	7							
83	7							
82	7							
81	7							
80	7	D/6	D	D				
79	6.5	6.75	6.75	6.75				
78	6.5							
77	6.5					H2A		B+
76	6.5				D/DI/6/B/DN	6.5	7	6.5
75	6.5				6.25		6.25	
74	6							
73	6							
72	6	CR/5	CR			H2B		B
71	6	5.75	5.75			6		6
70	6							
69	5.5			C				
68	5.5			5.5				
67	5.5					H3		B-
66	5.5				CR/5/C	5.5	6	5.5
65	5.5				5.25		5.25	
64	5							
63	5							
62	5							C+
61	5							5
60	5							
59	4.5	P/4	Pass Div 1					
58	4.5	4.5	4.75			P		
57	4.5					4.5		C
56	4.5			P	P/PA/4/D		5/PX	4.5
55	4.5			4.25	4.25		4.25	
54	4							
53	4							
52	4		Pass Div II					C-
51	4		4					4
50	4							
49	0							
48	0							
47	0	UP/CQ/PC/3		PC	CP/NC/PC/C*/NI		PC	D*
46	0	3.5		3.5	3.5		3.5	3.5
45	0							
<44	0	F/N/<3	F/N	F	F/2/1/N/N2/3	F/N	F	E
		0	0	0	0	0	0	0

* Conceded pass, faculty pass, etc. – GPA grade of 3.5. Otherwise GPA of zero

\# If you have a percentage mark where the minimum for an unrestricted pass grade is 50 per cent, use column A to read off the corresponding GPA grade.

Conversion Table Code (only where no subject results are available)	
Column	
A	Use Column A if you have an official record of your mark (percentage)
B	ACU, Adelaide, Bond, Canberra, Central Queensland, Charles Sturt, Flinders, Griffith, James Cook, Macquarie, Newcastle, New England, NSW, Notre Dame, Queensland, QUT, Southern Cross, Southern Queensland, Sunshine Coast, Swinburne Pre-2014, Sydney, UTS, Western Sydney, Wollongong, Charles Darwin post summer 2012
C	South Australia
D	Charles Darwin pre summer 2012
E	ANU, Ballarat, Deakin, Edith Cowan, La Trobe, Monash, Murdoch, RMIT, Swinburne 2014 onwards, Tasmania, Victoria, Western Australia
F	Melbourne
G	Curtin
H	New Zealand universities and Polytechnics

Honours degree award

Honours degree	
Award	GPA Grade
First	7.0
2A	6.0
2B	5.0
Third	4.0

Contact Details

General enquiries GEMSAS
(for all general application and processing enquiries)

info@gemsas.edu.au   **www.gemsas.edu.au**

ACER (for GAMSAT enquiries only)

gamsat@acer.org   **https://gamsat.acer.org/**

The University of Melbourne
Medicine, Dentistry and Health Sciences Health Hub
T: (03) 8344 5890
E: study-health@unimelb.edu.au

Melbourne Dental School
W: https://study.unimelb.edu.au/find/courses/graduate/doctor-of-dental-surgery/entry-requirements/