

College of Dentistry Externship Policy

The US Department of Education, the Southern Association of Colleges and Schools and the Commission on Dental Accreditation expect students of dental and allied education programs to be in regular attendance in their academic programs. While the College recognizes the value of externships, particularly for those students who are planning to pursue post-doctoral education, students' full participation in the educational program in which a student is enrolled is of paramount importance. For this reason, the following externship policies are in place.

1. Participation in externships is limited to D4 students
 2. Externships longer than one week are strongly discouraged
 3. DDS students are limited to 2 externships in their D4 year
 4. Externships must be of demonstrated educational value
 5. Prior to applying for, or accepting an externship, students **MUST**:
 - a. Send a request to the Dean or their designee that they wish to pursue an externship. Documentation of the externship, including the educational value, is required.
 - b. Be in good academic standing, as certified by the Associate Dean for Academic Affairs (Minimum GPA: 3.0; no academic probation; no Incompletes).
 - c. Have made better than average progress in their clinical experiences, as certified by the Associate Dean for Clinical Affairs. (Clinic points greater than class average).
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1. Following certification, the student will be notified by the Associate Dean for Academic Affairs that they may pursue an externship.
 2. Participation in an Externship does NOT exclude students from any course requirements, or course work, including examinations.
 3. Examinations **MUST** be taken at their regularly scheduled time, unless the student makes alternative arrangements with the course director.

Notes:

1. D3 students who demonstrate **EXCEPTIONAL** academic progress and clinical ability **MAY** be allowed to attend an externship in the spring of their D3 year, subject to approval as described above. All other conditions above apply, and a D3 externship counts as one of the two allowed externships.
2. The number of externships allowed may be adjusted for students applying to highly competitive residency programs