



Provincial Dental Board of Nova Scotia
103, 210 Waterfront Drive
Bedford, Nova Scotia B4A 0H3

**Student Licensure
REQUIREMENT CHECKLIST**

Please submit this checklist with your application.

- ☐ A completed application form, signed by a Commissioner of Oaths, with an attached passport-quality photo.
- ☐ Documentation from Citizenship and Immigration confirming residency status.
- ☐ Letter of acceptance from Dalhousie into the graduate or residency program.
- ☐ A certified copy of your graduation certificate from the certified dental program.
- ☐ A letter from the Dean certifying your graduation from the dental program.
- ☐ An applicant must provide a certified copy of their Canadian birth certificate, or Canadian citizenship card or proof of permanent Canadian residency status.

(If an applicant is not a Canadian citizen or permanent resident of Canada then the applicant must provide details about their current citizenship status and a certified copy of the authorization issued by Citizenship and Immigration Canada which permits them to engage in the practice of dentistry in Canada).

- ☐ A Certificate of Good Standing from every jurisdiction in which you are currently or have been previously licensed. (if applicable)
- ☐ Verification of active student membership in the Nova Scotia Dental Association (please contact the NSDA 902-420-0088)
- ☐ Verification of malpractice insurance through CDSPI - minimum of \$ 3 million coverage.
- ☐ (Applicable if not a new graduate only) Proof - letter from employer or signed affidavit- of continual practice defined as a minimum of 450 hours within the last three years preceding the date of application.

- ☐ A Vulnerable Sector Search and a Criminal Record Check (Performed within the previous 12 months).
- ☐ Two written / signed character references from non-family members who have known you for the past four years.
- ☐ Translation of the documents (if applicable)
- ☐ Payment of appropriate fees by Visa, Mastercard, debit, cheque, or money order to the Provincial Dental Board of Nova Scotia:
 - \$ 100.00 Initial registration fee
 - \$ 66.00 annual student license fee (December 1 - November 30th)

I give permission for the PDB to obtain clarification of documents if deemed necessary.

Yes ☐ No ☐

FAILURE TO PROVIDE A COMPLETE APPLICATION AND ALL REQUIRED DOCUMENTS WILL RESULT IN THE APPLICATION BEING RETURNED TO THE APPLICANT.