FAQs

Student Continuing Education

Beginning Jan. 1, 2011, first- through fourth-year dental students who are currently members of the Academy of General Dentistry (AGD) may earn up to a maximum of 50 hours of continuing education (CE) credit toward achieving the AGD Fellowship Award (FAGD) after graduation.

Within the parameters of the award guidelines, students may earn lecture credit only for attending Program Approval for Continuing Education (PACE)- or Continuing Education Recognition Program (CERP)-approved courses. Students who join the AGD after Jan. 1, 2011, may earn credit for approved CE courses completed on or after their join date.

Now that I can earn CE credits as a student member of the AGD, how soon can I apply for Fellowship?

In accordance with the award guidelines, to apply for Fellowship you must first complete 500 credit hours of approved CE and be an active, licensed dentist member for three continuous years (36 months) by Dec. 31 of the year in which your award application is received. Your three-year length of membership requirement will begin no earlier than the month in which you graduate from dental school. For complete Fellowship Requirements, visit the Awards section of the AGD website and click on "Fellowship," then "Requirements."

How many CE credits can I earn toward Fellowship as a student member of the AGD?

You may earn up to 50 hours of lecture credit only for approved CE courses you attend as a dental student member. The credit hours you report will be recorded on your AGD Award Transcript and applied toward achieving your Fellowship after you graduate. Credits earned as a student beyond the 50-hour maximum will NOT count toward Fellowship, nor will they be tracked on your AGD Award Transcript.

How can I tell which CE courses are eligible for Fellowship credit?

You will earn credit toward achieving your Fellowship for any PACE- and CERP-approved CE lecture courses you attend. The person or organization providing the CE course should be able to indicate whether it is PACE- or CERP-approved.

Additionally, any CE lecture course offered by your local AGD constituent is eligible for Fellowship credit, while any course you take to fulfill a current dental school requirement is not. To find a list of current AGD PACE-approved providers, visit the Education section of the AGD website at *www.agd.org/education* and click on "Find a PACE Provider."

What are PACE and CERP?

AGD PACE is an evaluation of the educational processes used in designing, planning, and implementing CE that guarantees you access to high-quality education courses. CERP is a similar evaluation process overseen by the American Dental Association (ADA).

Where can I find CE courses to attend for Fellowship credit?

The AGD offers various resources to help you pursue Fellowship early on:

- **AGD FellowTrack program:** Administered locally by select constituents, FellowTrack programs help to guide students in their pursuit of Fellowship by directing them to PACE-approved CE lecture courses available in their area. For details, including how to enroll in a program in your area, visit the Student Resources section of the AGD website and click on "FellowTrack Program."

- **Local area courses:** Search the AGD CE Directory by topic, speaker, location, and more to find CE opportunities close to home. You also can contact your local AGD constituent leaders or dental school liaisons to see if any free or discounted courses are available. For contact information, visit the Constituents section of the AGD website at *www.agd.org/constituent* and click on "Contact Constituent Leaders."

- **AGD Annual Meeting & Exhibits:** Access top-notch quality CE, new products, exciting social events, and more at the AGD Annual Meeting & Exhibits, the premiere dental event of the year. AGD dental student members enjoy FREE meeting registration, which includes lectures, capsule clinics, and admission into the AGD Exhibit Hall. For details, visit the Meetings & Events section of the AGD website at *www.agd.org/annualmeeting*.

- **AGD PACE-approved providers:** Search for current PACE-approved program providers by state to find local CE lecture courses that are eligible for Fellowship credit. Simply visit the Education section of the AGD website at *www.agd.org/education* and click on "Find a PACE Provider."

Can I earn Fellowship credit for CE courses I take online?

Students may not earn Fellowship credit for CE courses that are completed online. Students also may not earn Fellowship credit for self-instruction courses offered through PACE-approved providers and exercises found in the AGD's peer-reviewed journal, *General Dentistry*. Only face-to-face CE lecture courses are eligible to students for Fellowship credit.

Can I earn Fellowship credit for CE courses offered through my dental school?

Only CE lecture courses offered outside the scope of your dental school's curriculum are eligible for Fellowship credit. If you are attending a course in order to fulfill a requirement as part of your school's curriculum, the course is not eligible for Fellowship credit. However, if your dental school is a PACE- or CERP-approved provider and it offers a course that is not required as part of your current curriculum, you may receive Fellowship credit for attending that course.

Can I earn Fellowship credit if I was enrolled in a FellowTrack program last year?

Prior to the 2010 CE policy change, only senior dental students were eligible to earn credit toward Fellowship through a FellowTrack program. If you were not a senior at that time, you are unable to receive credit for the program. (The AGD uses July to mark the end of one academic year and the beginning of the next one.) If you were a senior at that time, you should contact the coordinator of your local FellowTrack program and check on the status of his or her CE Submission Roster from last year.

Can I earn Fellowship credit by enrolling in a residency program after graduation?

AGD members can receive credit toward Fellowship for completion of a Commission on Dental Accreditation (CODA)-accredited Advanced Education in General Dentistry (AEGD) or General Practice Residency (GPR) program. Credit is awarded as follows:

- Up to 150 hours of participation credit toward Fellowship and Mastership for approved one-year programs;

- Up to 300 hours of participation credit toward Fellowship and Mastership for approved two-year programs; and

- Up to 450 hours of participation credit toward Fellowship and Mastership for non-concurrent completion of both types of approved programs.

To receive credit, send either a copy of your residency certificate or a letter (on official letterhead) from the director of the residency program verifying that you have completed the program. Be sure to include the beginning and ending dates of the program, along with the type of residency completed. Please note that AEGD and GPR programs are the only residencies that qualify for credit.

How should I report my CE credits to the AGD?

If you attended a CE course presented by an AGD PACE-approved provider, you do not need to report anything to AGD Headquarters, as approved providers are required to submit the information on your behalf in the form of an attendee roster. To ensure you receive credit, remember to bring your AGD member ID card with you to each course so your name and ID number can be recorded properly on the attendee roster.

If the provider does not have AGD PACE approval, please submit a copy of your course completion certificate to the AGD Membership Services Center at *membership@agd.org* or by fax at 312.335.3432.

Course completion certificates from non-PACE-approved providers must include the following:

- Your name and six-digit AGD ID number

- Course provider name, ID number, and address

- Course information, including title, date, speaker, location, hours earned, and topic or subject code

How should I report my CE credits to the AGD if I am currently enrolled in a FellowTrack program?

If the coordinator of your local FellowTrack program is planning to provide AGD Headquarters with a CE Submission Roster on behalf of your entire class or program, we will record your credits when we receive the roster. If not, please fill out a course completion certificate for each CE course you attend, and save them for your records. At the conclusion of your FellowTrack program or at the end of the school year, please submit copies of all of your course completion certificates to the AGD Membership Services Center at *membership@agd.org* or by fax to 312.335.3432.

How can I keep track of CE credits I've earned so that I don't duplicate courses by mistake?

You can monitor your CE activities with the AGD Award Transcript, which is available online at *www.agd.org/education/transcript* and indicates the total CE credits you have accrued. You also can request a copy of your transcript by contacting the AGD Membership Services Center at 888.AGD.DENT (888.243.3368) or *membership@agd.org*.

Please note that the CE credits you earn as a dental student will not be tracked on your AGD Licensing Transcript, as you are not yet a licensed dental professional and are therefore not required to apply for relicensure with a state dental board.

How long does it take the AGD to update CE credits to my transcript?

Please allow up to 60 days for PACE-approved CE credits to be posted to your AGD Award Transcript. If your credits have not been posted after 60 days, please contact the course provider. If you submitted non-PACE-approved CE credits, it takes approximately 10 business days from the date the AGD receives your CE to process it and add it to your transcript. For this reason, sending CE credits to AGD Headquarters via fax or email are generally the fastest methods of submission.

How can I correct an error on my transcript?

You can view your AGD Award Transcript online anytime. If you notice any errors in your transcript, including missing CE credits, please submit your changes to AGD Headquarters by fax at 312.335.3432 or by email at *membership@agd.org*.

If you have questions about continuing education, please contact the AGD Membership Services Center at 888.AGD.DENT (888.243.3368).

Academy
of General Dentistry