

# New Graduate (Ireland) Application Checklist

Congratulations on obtaining your qualification. This checklist should be seen as an aid to ensure you are providing the Dental Council with a complete application for registration.

**1. Application form**

Your application form should be signed and dated at the time of submission. If you do not have any work history or registration history and the relevant sections of the application form can be left blank.

**2. Identification**

Please provide a clear photocopy of your passport. Your photograph and signature must be visible. If you are a citizen/national of more than one country, please provide a photocopy of each passport.

**3. Primary qualification**

**Dentists**

Please submit a photocopy of the Latin version of your bachelor in dental science.

**Auxiliary dental workers**

Please submit a photocopy of the certificate that was presented to you upon conferring with your qualification.

**4. Character reference**

You must submit a completed character reference form or a character reference on university headed paper that has been signed by the appropriate person, laid out below. You must submit the original, a photocopy is not acceptable.

**Dentists**

To be completed by the Head/Dean of your dental training school.

**Auxiliary Dental Workers**

To be completed by the course director or head of the programme in your chosen field of study.

**5. Registration fee**

The fee can be paid via the online payment system on our website [www.dentalcouncil.ie](http://www.dentalcouncil.ie). Please see “payments and online fees” under the registration menu on our homepage or the “pay now” button on any of the registration pages of our website. Please ensure that you choose the correct payment under “Application fees” to avoid unnecessary refunds.

Please print a copy of your receipt to attach to your application.