



## ARIZONA STATE BOARD OF DENTAL EXAMINERS

4205 North 7th Avenue, Suite 300 • Phoenix, Arizona 85013

Telephone (602) 242-1492 • Fax (602) 242-1445

[www.azdentalboard.us](http://www.azdentalboard.us)

Dear Dental Licensure by Examination Applicant:

Thank you for your interest in dental licensure in Arizona. This letter, with attachments, outlines the requirements for licensure by examination.

The Arizona State Board of Dental Examiners accepts the successful results of the Western Regional Examining Board (WREB) dental examination. An application and information on the schedule of examinations may be obtained from WREB from the internet at [www.wreb.org](http://www.wreb.org) or by phone at 602.944.3315.

The requirements for licensure include a jurisprudence examination on the Arizona Revised Statutes (Laws) and Arizona Administrative Code (Rules) governing dentists, dental hygienists, dental assistants and denturists. The Laws and Rules are available on our web site at [www.azdentalboard.us](http://www.azdentalboard.us).

The jurisprudence examination is given at the Board's office. A schedule of examination dates is attached. Please call to add your name to the examination participant list.

Please be advised that if you are charged with a misdemeanor involving conduct that may affect patient safety or a felony after submitting your application, you must notify the Board in writing within 10 working days after the charge is filed pursuant to Arizona Revised Statutes § 32-3208(B).

Upon receipt, your application for licensure will be reviewed. If all requirements for licensure are met, a letter of licensure will be forwarded to you. If all the requirements are not met, you will receive notification of what is needed to complete your application. You have 60 days to submit missing documentation. If you do not submit missing documentation within 60 days, you must start the licensure process over.

If you have any questions or require additional information, please feel free to contact the licensure staff at 602.242.1492.

## **LICENSURE BY EXAMINATION WESTERN REGIONAL EXAMINING BOARD INFORMATION**

The Western Regional Examining Board (WREB) is comprised of eleven member states which are:

Alaska	Oklahoma
Arizona	Oregon
California	Texas
Idaho	Utah
Montana	Washington
New Mexico	

For licensure by examination, Arizona only accepts WREB which has been successfully completed within five years prior to application for licensure.

To apply for the examination contact WREB:

Western Regional Examining Board  
23460 N. 19<sup>th</sup> Ave., Suite 225  
Phoenix, AZ 85027

Phone – 602.944.3315

Internet – [www.wreb.org](http://www.wreb.org)

The successful completion of the examination does NOT automatically license dentists in any of the member states. Each state has different requirements for licensure.

Arizona does not have specialty boards or specialty licensing.

There are no temporary licensure provisions allowed by Arizona law.

## DENTAL LICENSURE BY EXAMINATION REQUIREMENTS

Applicants must submit the following documentation when applying for licensure:

1. Application Form
  - a. Provide an answer to **all** of the questions.
  - b. Sign your application in the presence of a Notary Public.
  - c. Attach a photograph that is not more than 6 months old. A passport size photograph is satisfactory.
  - d. Include the Malpractice Addendum if you answered yes to question 15.
  
2. Western Regional Examining Board Examination
  - a. Submit a **photocopy** of your scorecard.
  - b. Dates of examination must be within five years immediately preceding the date the application was filed with the Board.
  
3. National Board Scorecard
  - a. Must be sent directly to the Board office from National Board.
  - b. If you did not choose to have your scores sent to us at the time of your examination you will need to contact National to have the scores sent directly to us.
    - i. National Board phone number: 312.440.2678
    - ii. National Board address: 211 E. Chicago Avenue, 6<sup>th</sup> Floor, Chicago, IL 60611
    - iii. National Board web site: [www.ada.org](http://www.ada.org) Under Professionals Column select National Board Exams; Under Education and Testing select NBDE Part II; on the right side of the screen under After the Exam click on Request Score Report (Electronic) or Request Score Report (PDF).
    - iv. National Board's fee to send the scorecard to us - \$25.00 in certified funds.
  
4. CPR Certification
  - a. Submit a **photocopy** of your current CPR certification indicating expiration or renewal date.
  
5. Dental School Transcript
  - a. Must be sent directly to the Board office from your dental school.
  - b. Must be an official transcript
  - c. Dental degree must be posted
  
6. Jurisprudence Examination
  - a. Examination over the Arizona Revised Statutes and Arizona Administrative Code governing dentists, dental hygienists, dental assistants and denturists. Download from our web site at [www.azdentalboard.us](http://www.azdentalboard.us) Publications, Board Laws and Board Rules.
  - b. Fee - \$300.00 payable in certified funds (cashier's check or money order) to the Arizona State Board of Dental Examiners. The fee must be submitted at the time you submit your application.
  - c. Given at the Board office, please call 602.242.1492 to reserve your seat.

7. Letter of Endorsement
  - a. If you are a recent graduate or have been practicing less than 6 months, submit a letter of endorsement from your dental school.
  - b. If you are in a residency program, submit a letter of endorsement from your program director.
  
8. Letter of Endorsement
  - a. If you are in the military or employed by the United States government, submit a letter of endorsement from your commanding officer or superior.
  
9. Letter of Endorsement
  - a. If you are licensed or have ever been licensed in any other jurisdiction, a letter of endorsement must be sent from that jurisdiction **directly** to the Arizona State Board of Dental Examiners.
  
10. Arizona Statement of Citizenship or Alien Status for Public Benefits Form
  - a. Complete the Arizona Statement of Citizenship or Alien Status for State Public Benefits form.
  - b. Submit copy of one or more document(s) from the "Evidence of U.S. Citizenship, U.S. National Status, or Alien Status" lists.
  - c. If the document you submit does not contain a photograph, you must also provide a government issued document that contains your photograph.
  - d. Submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.
  
11. National Practitioner Data Bank
  - a. If you are or have ever been licensed in another state, you must submit a self-query from the National Practitioner Data Bank that is no more than six months old.
    - i. On the internet, go to: <http://www.npdb-hipdb.hrsa.gov>
    - ii. Click on Perform a Self-query
    - iii. Complete the form then print it.
    - iv. Sign the form in the presence of a notary
    - v. Mail to NPDB-HIPDB with fee
    - vi. When you receive the self-query from NPDB-HIPDB be sure to open it to verify it is the self-query, make a copy for yourself and send the original to this office.
  
12. Name Change Documentation
  - a. If any of your documents are submitted under a name other than your legal name (question 2 on the Application for Licensure), please provide a copy of the document legally changing your name (i.e. marriage certificate, divorce decree, court papers).
  
13. Prorate License Fee

The prorate license fee is \$110.00. This fee may be paid by personal check.