



Dental Hygiene New Applicants
Registration and Licensing Application Checklist
Licensing Year Nov 1, 2026, to Oct 31, 2027
 202-1597 Bedford Hwy, Bedford, NS, B4A 1E7

Please note: The application must be submitted once started and cannot be saved.

I have uploaded the following supporting documents (upload within the Application form). The CPR and PLI documents are mandatory to upload with your first application submission; however, if you don't upload the remaining documents with your first submission, you will have an opportunity to upload them later following our review.	
☐	A photocopy of my birth certificate .
☐	Evidence of name change, if your current name differs from that on your birth certificate and/or transcript e.g., driver's licence, passport, marriage licence, or other government-issued ID.
☐	Proof of professional liability insurance (PLI) that meets the requirements (e.g., CDHA insurance or another liability insurance that meets the requirements)
☐	A copy of my current permanent CPR certificate, at the level required by the Board taken within the last 12 months (typically called BLS or HCP).
☐	45 hours of continuing dental hygiene education in the 3 years immediately before the date of my application (does not apply to applicants who graduated within the last 36 months) entered in the application form.
☐	Evidence that I have practiced <u>600 hours</u> of dental hygiene in the 3 years immediately before the date of my application (does not apply to applicants who graduated within the last 36 months). If applicable, this must be in the form of a letter from the employer (on letterhead), CRA submission, e.g., ROE (Record of Employment).
☐	A passport-like picture (full facial profile) in a format appropriate for a regulator e.g., business casual clothing.
☐	Evidence of successful completion of the NS Jurisprudence Examination offered through the NSRDHDTD, which can only be taken once you <u>submit an application</u> for registration and licensure. The cost to take the online exam is \$50. Once the fee is deposited into our account, you will be provided with a link to complete the exam.
I have had the following documents certified by either a Notary Public or Commissioner of Oaths and mailed directly to the NSRDHDTD (address above) OR, you may have originals sent directly to the NSRDHDTD, by mail or email (address above):	
☐	NDHCE Certificate. It is mandatory to complete the NDHCE section within your first application submission. You will not be able to submit an application without this required information.
☐	Certificate of Completion of any modules completed <i>separately</i> from your DH undergrad program e.g., permanent restorative, orthodontics, local anaesthetic (LA).
I have requested these documents to be sent directly to NSRDHDTD, by mail or email (address above):	
☐	☐ My official transcript with proof of graduation from an accredited school OR ☐ My official transcript with proof of graduation from a non-accredited school, plus a copy of the certificate of completion of a Clinical Competency Assessment in a recognized jurisdiction
☐	Verification Forms: I have completed Part A of the <i>NSRDHDTD Verification Form for Other Regulatory Bodies</i> and sent the form to each jurisdiction where I am currently (or was previously) certified, licensed, or registered as a dental hygienist, or another regulated profession. I have requested each jurisdiction to send the completed form directly to NSRDHDTD.
I require additional documentation:	
☐	My employment visa or permanent resident card under Canadian Immigration Act (non-Canadian citizens only)
☐	Copy of any English language proficiency tests completed (Only required if mother tongue is not English and/or the Dental Hygiene program was delivered in a language other than English)
☐	I am applying to have my local anaesthesia, orthodontics, and/or permanent restorative competencies recognized. Therefore, I have: Completed the relevant online application form (links are within the general application) and provided any required documentation – <i>Note:</i> These procedures are not mandatory to obtain a practising licence in NS, but you cannot perform them unless you are authorized by the NSRDHDTD.
I have paid the required fees by certified cheque, money order, e-transfer or credit card: (Note: Invoices will be generated for you. Further payment details are provided in the invoice. Three fees total)	
☐	\$135.00 Application fee (separate) & non-refundable – must be sent before the application will be reviewed
☐	\$160.00 Registration fee (One-time fee) – Registration and Licensing fees will be invoiced later in the process
☐	\$600.00 NSRDHDTD Practising Licence fee (Nov 1, 2026 to October 31, 2027)