

By-law 2

Certification and Equivalency Process

Approved July 10, 2026

Effective July 15, 2026

Contents

I – INTERPRETATION	3
1. Definitions.....	3
2. Interpretation.....	4
II – CANDIDATE APPLICATIONS	4
3. Certification Process.....	4
4. Equivalency Process.....	4
5. Ineligibility and Misrepresentations	5
III. CERTIFICATION PROCESS	5
6. Certification.....	5
7. Eligibility	6
8. Special Consideration by Executive Committee.....	7
9. Virtual OSCE.....	8
10. Transitional Provisions relating to Written Examination and Objective Structured Clinical Examination (OSCE)	8
11. Cancellation or Revocation of NDEB Certificate	8
IV – EQUIVALENCY PROCESS	8
12. Equivalency	8
13. Eligibility	9
14. Assessment of Fundamental Knowledge	9
15. Assessment of Clinical Judgement.....	10
16. National Dental Examination of Clinical Competence	10
V – ADMINISTRATIVE REVIEW	11

I – INTERPRETATION

1. Definitions

1.1 The following definitions apply in this By-law 2. Any terms defined in By-law 1 and used but not defined in this By-law 2 have the meanings given to those terms in By-law 1.

“Accredited Bridge Training to Dental Practice in Canada (BTDP) Program” means a bridging dental program accredited by the Commission on Dental Accreditation of Canada.

“Accredited Program” means a degree granting undergraduate dental program accredited by the Commission on Dental Accreditation of Canada or recognized by the Commission on Dental Accreditation of Canada pursuant to a mutual recognition agreement.

“Accredited Qualifying or Degree Completion Program” means a degree granting program of a minimum of two-years' duration accredited by the Commission on Dental Accreditation of Canada or recognized by the Commission on Dental Accreditation of Canada pursuant to a mutual recognition agreement.

“Advanced Education in General Dentistry Program” or “General Practice Residency Program” or “Dental Residency Program” means a postgraduate dental program approved through accreditation established by the NDEB with reference to the Commission on Dental Accreditation of Canada or the American Dental Association Commission on Dental Accreditation.

“Appeals Committee” means the committee elected by the NDEB Members in accordance with By-law 1.

“By-law 1” means By-law 1 of the NDEB, as may be amended, restated, replaced or otherwise modified from time to time.

“Candidate” means a person deemed eligible to participate in the Certification Process (**“Certification Candidate”**) or in the Equivalency Process (**“Equivalency Candidate”**), as the case may be.

“Certificate” means the certificate of qualification in the form prescribed by the NDEB and issued by the NDEB pursuant to the Act.

“Certification Process” means the process described at Part III.

“Chief Examiner” means the person responsible for the development of an examination in accordance with By-law 1.

“Equivalency Process” means the process described at Part IV.

“Examination” means a test offered by the NDEB, whether described as an examination or an assessment in this By-law.

“Examinations Committee” means the committee elected by the NDEB Members in accordance with By-law 1.

“Executive Committee” means the committee elected by the NDEB Members in accordance with By-law 1.

“Executive Director and Registrar” means the person(s) appointed pursuant to Section 14 of By-law 1.

“Non-Accredited Program” means an undergraduate dental program offered by a university dental institution that is authorized by the government of the country in which it is located to award such degrees but has not been accredited by the Commission on Dental Accreditation of Canada or recognized by the Commission on Dental Accreditation of Canada pursuant to a mutual recognition agreement.

“OSCE” means the Objective Structured Clinical Examination.

2. Interpretation

- 2.1 In this By-law 2, unless the context otherwise requires, words importing the singular number or the masculine gender includes the plural number and the feminine gender, as the case may be, and vice versa, and reference to persons includes individuals, partnerships, trusts, firms, corporations, and other entities.
- 2.2 This By-law 2 is available in both English and French, and both versions are of equal effect. In the event of any inconsistency between the English and French versions, the English version prevails.
- 2.3 In this By-law 2, the words “include”, “includes” and “including” are deemed to be followed by the words “without limitation”. Unless the context otherwise requires, references to Sections and Parts mean the Sections and Parts of this By-law 2.

II – CANDIDATE APPLICATIONS

3. Certification Process

- 3.1 Eligible persons within the meaning of Section 7 who wish to write the Virtual OSCE may apply to the NDEB to be designated a Certification Candidate. An application shall be in a form acceptable to the NDEB and be supported by relevant documentation, as determined by the NDEB.
- 3.2 Notwithstanding any other provision of this By-law, the NDEB shall not designate a person as a Certification Candidate more than twice.
- 3.3 Persons who are or have been registered or licensed with a Dental Licensing or Regulatory Authority must provide documentation satisfactory to the NDEB that they are in good standing at the time of their application in order to be designated a Certification Candidate.

4. Equivalency Process

- 4.1 Eligible persons within the meaning of Section 13 who wish to participate in the Equivalency Process may apply to the NDEB to be designated an Equivalency Candidate. An application shall be in a form acceptable to the NDEB and supported by relevant documentation, as determined by the NDEB.

- 4.2 Notwithstanding any other provision of this By-law, the NDEB shall not designate a person as an Equivalency Candidate more than twice.

5. Ineligibility and Misrepresentations

- 5.1 If a person who has applied to be a Certification Candidate or an Equivalency Candidate does not demonstrate their eligibility pursuant to the criteria outlined at Sections 7 and 13, respectively, the Registrar may deny the application.
- 5.2 A person who makes, by commission or omission, any false or misleading representation or declaration on or in connection with the person's application to be a Certification Candidate or an Equivalency Candidate or the person's participation in an Examination, is deemed thereafter not to meet, or not to have met, the requirements for eligibility of either the Certification Process or the Equivalency Process, as the case may be, and the successful completion of any Examination taken by the person is deemed thereafter to be void.
- 5.3 A person deemed to no longer meet or not to have met the requirements for eligibility pursuant to Section 5.2 may be the subject of further administrative measures as determined by the Registrar in their discretion, including transmission of a report to relevant Provincial Dental Regulatory Authority(ies).
- 5.4 A person who is subject to administrative measures as determined by the Registrar pursuant to Section 5.3 may appeal from such measure or measures to the Appeals Committee within ten (10) business days following the person's receipt of the Registrar's determination.
- 5.5 All determinations made by the Appeals Committee on an appeal brought pursuant to Section 5.4 are final.

III. CERTIFICATION PROCESS

6. Certification

- 6.1 Any Certification Candidate:
- 6.1.1 who has passed the Virtual OSCE;
 - 6.1.2 in the case of a Candidate who is eligible under Section 7.1.1, who has provided evidence, to the satisfaction of the NDEB, of graduation from an Accredited Program or an Accredited Qualifying or Degree Completion Program, as the case may be; and
 - 6.1.3 whose Examination results are not subject to the Registrar's ongoing review and have not been voided pursuant to Section 5;
- shall be granted a Certificate and have their name entered in the NDEB's National Register.
- 6.2 Certificates shall be signed by the President or Vice-President/Treasurer and the Registrar and shall bear the seal of the NDEB.

7. Eligibility

- 7.1 Upon application, a person may be designated as a Certification Candidate if they fall within any one of the following categories and are not otherwise ineligible in accordance with Section 7.3:
- 7.1.1 a person who is expected to graduate from an Accredited Program or an Accredited Qualifying or Degree Completion Program within the subsequent four (4) months of the Virtual OSCE date;
 - 7.1.2 a person is a graduate of an Accredited Program or an Accredited Qualifying or Degree Completion Program, or has completed an Accredited Bridge Training to Dental Practice in Canada (BTDP) Program, and not more than sixty (60) months have elapsed since the date of graduation from or completion of the program;
 - 7.1.3 a person is a graduate of a Non-Accredited Program, has successfully completed the Equivalency Process and not more than sixty (60) months have elapsed since the date that such person successfully completed the Equivalency Process;
 - 7.1.4 a person has failed the Written Examination, OSCE, or Virtual OSCE three (3) times and has, subsequent to the third failure, enrolled in and successfully completed the Equivalency Process and not more than sixty (60) months have elapsed since the date that such person successfully completed the Equivalency Process;
 - 7.1.5 a person has failed the Written Examination, OSCE, or Virtual OSCE three (3) times and has, subsequent to the third failure, enrolled in and successfully completed an Accredited Qualifying or Degree Completion Program, an Advanced Education in General Dentistry Program, a General Practice Residency Program, or a Dental Residency Program and not more than sixty (60) months have elapsed since the date that such person successfully completed such program; or
 - 7.1.6 a person whose application for Special Consideration has been granted by the Executive Committee pursuant to Section 8.
- 7.2 As a condition of applying to be a Certification Candidate, a Candidate shall consent to the NDEB's right to verify that, at the time of such Candidate's Virtual OSCE attempt, such Candidate has (a) recently graduated from an Accredited Program or an Accredited Qualifying or Degree Completion Program or completed an Accredited Bridge Training to Dental Practice in Canada (BTDP) Program, or (b) is expected to graduate from an Accredited Program or an Accredited Qualifying or Degree Completion Program, as the case may be, within four (4) months following their Virtual OSCE attempt. Such verification shall be provided by the Dean or a Dean's Designate of such Accredited Program, Accredited Qualifying or Degree Completion Program, or Accredited Bridge Training to Dental Practice in Canada (BTDP) Program, as the case may be.
- 7.3 A person shall be ineligible to be designated a Certification Candidate if:
- 7.3.1 the person's licence to practise dentistry, issued by any Dental Regulatory Authority, has been or is suspended or cancelled, or if the person is on probation within any licensing jurisdiction; or

- 7.3.2 the person has had their Certificate cancelled or revoked pursuant to Section 11.
- 7.4 A person who does not pass the Virtual OSCE while designated as a Certification Candidate pursuant to Section 7.1.2 or Section 7.1.3 shall automatically cease to be a Certification Candidate.
- 7.5 A person who has failed the Virtual OSCE three (3) times shall automatically cease to be a Certification Candidate. Any failed attempts at the Written Examination or OSCE taken before January 1, 2023, shall count towards this three (3) time-maximum.
- 7.6 Subject to Section 3.2, a person referred to in Section 7.5 may apply pursuant to Section 7.1.4 or 7.1.5 to be redesignated as a Certification Candidate.
- 7.7 If a person is redesignated as a Certification Candidate pursuant to Section 7.6 and (a) such person subsequently fails the Virtual OSCE three (3) further times, or (b) at least sixty (60) months have elapsed since that person has successfully completed an Accredited Qualifying or Degree Completion Program, an Advanced Education in General Dentistry Program, a General Practice Residency Program, a Dental Residency Program or the Equivalency Process, then that person shall automatically cease to be a Certification Candidate and shall not be permitted to take any further Examinations.
- 7.8 A person who has been granted a Certificate may not retake any Examination unless requested to do so by a Provincial Dental Regulatory Authority. A person taking an Examination at the request of a Provincial Dental Regulatory Authority is not considered a Candidate and shall be subject to the authority of the requesting Provincial Dental Regulatory Authority.

8. Special Consideration by Executive Committee

- 8.1 A person who holds a license to practice dentistry outside of Canada and whose date of graduation from an Accredited Program, an Accredited Qualifying or Degree Completion Program or Accredited Bridge Training to Dental Practice in Canada Program is more than sixty (60) months prior to the examination date for which they are registering must apply to the Executive Committee for special consideration to be a Candidate for Board certification. The application must meet the requirements of Section 8.3.
- 8.2 Subject to Section 3.2, a person who ceases to be a Certification Candidate pursuant to Section 7.4 may apply to the Executive Committee for Special Consideration. The application must meet the requirements of Section 8.3.
- 8.3 The Executive Committee may, grant a person's application for Special Consideration if the person has:
- 8.3.1 applied for Special Consideration in a form acceptable to the NDEB;
 - 8.3.2 established, to the satisfaction of the Executive Committee, that the person has continuously maintained the currency of their dental knowledge and clinical skills; and

- 8.3.3 submitted supporting documentation satisfactory to the NDEB evidencing the continuous maintenance of the currency of the person's dental knowledge and clinical skills.

9. Virtual OSCE

- 9.1 The Virtual OSCE consists of one (1) Examination taken in a one (1) day session or such other duration as determined by the NDEB from time to time.
- 9.2 The passing standard for the Virtual OSCE shall be established at a meeting of the NDEB Members. The passing standard shall be applied for a minimum of one (1) year from the day the passing standard is established, unless otherwise determined by the NDEB Members.
- 9.3 Results will be reported to Candidates as a "Pass" or "Fail". Candidates who receive a "Fail" result will also be given their score. The NDEB may withhold the result from the Candidate if the Candidate's application to be a Candidate is under review by the Registrar in connection with Section 5.
- 9.4 A Certification Candidate who qualifies pursuant to Section 7.1.1 and passes the Virtual OSCE but does not graduate within eighteen (18) months thereafter will have their results voided. They must retake and pass the Virtual OSCE after they have graduated.

10. Transitional Provisions relating to Written Examination and Objective Structured Clinical Examination (OSCE)

- 10.1 Effective as of January 1, 2023, neither the Written Examination nor the OSCE will be administered.
- 10.2 Candidates who have passed either the Written Examination or OSCE but failed the other Examination must pass the Virtual OSCE.
- 10.3 Pursuant to Section 10.2, Candidates who have failed the Written Examination and/or OSCE since the NDEB has introduced the Virtual OSCE, must, if still eligible, take the Virtual OSCE described in Section 9.

11. Cancellation or Revocation of NDEB Certificate

- 11.1 Pursuant to Section 7(j) of the Act, the NDEB shall revoke or cancel a person's Certificate and delete from the register the name of any person whose provincial registration has been cancelled or suspended and restore such name to the register if and when such cancellation or suspension is reversed or terminated.

IV – EQUIVALENCY PROCESS

12. Equivalency

- 12.1 The Equivalency Process consists of:
- 13.1.1 the Assessment of Fundamental Knowledge (the "AFK");

- 13.1.2 the Assessment of Clinical Judgement (the "ACJ"); and
 - 13.1.3 on and after September 1, 2022, the National Dental Examination of Clinical Competence (the "NDECC").
 - 12.2 An Equivalency Candidate who successfully completes the Equivalency Process by passing the AFK, the ACJ and the NDECC will be determined to be equivalent to a graduate of an Accredited Program.
- 13. Eligibility**
- 13.1 Upon application, a person may be designated as an Equivalency Candidate if they fall within one of the following categories:
 - 13.1.1 a person who is a graduate of a Non-Accredited Program; or
 - 13.1.2 a person has failed the Written Examination, OSCE, or Virtual OSCE three (3) times.
 - 13.2 A graduate of a Non-Accredited Program who is applying to be designated as an Equivalency Candidate for the first time shall provide evidence to the satisfaction of the NDEB (a "**Record of Application**") that they have graduated from a Non-Accredited Program. If this person applies for a second time to be designated an Equivalency Candidate, that person's Record of Application will be accepted as evidence of graduation from a Non-Accredited Program.
 - 13.3 A Candidate retaking the Equivalency Process will have their previous results with respect to the AFK, ACJ, Assessment of Clinical Skills, and NDECC voided.
 - 13.4 A person who has been granted a Certificate may not retake a component of the Equivalency Process unless requested to do so by a Provincial Dental Regulatory Authority. A person taking an Examination at the request of a Provincial Dental Regulatory Authority is not considered a Candidate and shall be subject to the authority of the requesting Provincial Dental Regulatory Authority.

14. Assessment of Fundamental Knowledge

- 14.1 The AFK consists of one (1) Examination taken in a one (1) day session or such other duration as determined by the NDEB from time to time.
- 14.2 The NDEB may establish further requirements for Candidates as a condition for taking the AFK.
- 14.3 The passing standard for the AFK shall be established at a meeting of the NDEB Members. The passing standard shall be applied for a minimum of one (1) year from the day the passing standard is established, unless otherwise determined by the NDEB Members.
- 14.4 Results of the AFK will be reported to candidates as a "Pass" or "Fail". Candidates who receive a "Fail" result will also be given their score. The NDEB may withhold the results from the Candidate if the Candidate's application to be a Candidate is under review by the Registrar in connection with Section 5.
- 14.5 Notwithstanding any other provision of this By-law, the AFK may be taken a maximum of three (3) times. An Equivalency Candidate who has failed the AFK three (3) times shall

automatically cease to be an Equivalency Candidate and is ineligible to be redesignated as an Equivalency Candidate.

15. Assessment of Clinical Judgement

- 15.1 The ACJ consists of one (1) Examination taken in a one (1) day session or such other duration as determined by the NDEB from time to time.
- 15.2 A Candidate must pass the AFK before proceeding to the ACJ. The NDEB may establish further requirements for Candidates as a condition for taking the ACJ.
- 15.3 The passing standard for the ACJ shall be established at a meeting of the NDEB Members. The passing standard shall be applied for a minimum of one (1) year from the day the passing standard is established, unless otherwise determined by the NDEB Members.
- 15.4 Results of the ACJ will be reported to Candidates as a "Pass" or "Fail". Candidates who receive a "Fail" result will also be given their score. The NDEB may withhold the result from the Candidate if the Candidate's application to be a Candidate is under review by the Registrar in connection with Section 5.
- 15.5 Notwithstanding any other provision of this By-law, the ACJ may be taken a maximum of three (3) times. An Equivalency Candidate who has failed the ACJ three (3) times shall automatically cease to be an Equivalency Candidate and is ineligible to be redesignated as an Equivalency Candidate.

16. National Dental Examination of Clinical Competence

- 16.1 The NDECC consists of two (2) components, (i) Clinical Skills and (ii) Situational Judgement, taken over two (2) consecutive days or such other format as determined by the NDEB from time to time.
- 16.2 An Equivalency Candidate must pass the ACJ before proceeding to the NDECC. The NDEB may establish further requirements for Candidates as a condition for taking the NDECC.
- 16.3 The passing standard for the NDECC shall be established at a meeting of the NDEB Members. The passing standard shall be applied for a minimum of one (1) year from the day the passing standard is established, unless otherwise determined by the NDEB Members.
- 16.4 Results of the NDECC will be reported as a "Pass" or "Fail". Candidates will also receive a "Pass" or "Fail" for each requirement of each component. The NDEB may withhold the result from the Candidate if the Candidate's application to be a Candidate is under review by the Registrar in connection with Section 5.
- 16.5 A Candidate who fails either the Clinical Skills component or Situational Judgement component of the NDECC is only required to retake the failed component of the NDECC.
- 16.6 A Candidate who passes the ACJ after September 1, 2022, can take the NDECC any number of times within sixty (60 months) following the date they first pass the ACJ.

- 16.7 A Candidate who passes the ACJ before September 1, 2022, can take the NDECC any number of times within sixty (60) months following September 1, 2022.
- 16.8 A Candidate who fails to pass the NDECC within sixty (60) months following the date they first pass the ACJ shall automatically cease to be an Equivalency Candidate but may apply to be redesignated as an Equivalency Candidate one (1) additional time. Upon redesignation, all previous ACJ and AFK results will be voided.

V – ADMINISTRATIVE REVIEW

- 17.1 The Registrar may, in their discretion or as directed by the Chair of the Examinations Committee, Chair of the Appeals Committee or by the Executive Committee, conduct an administrative review of any NDEB process, procedure, Examination, or Examination results for irregularities or inconsistencies.
- 17.2 If, upon completion of the administrative review, the Registrar determines that there may be irregularities or inconsistencies that may have adversely affected the NDEB, then the Registrar shall report the findings to the Chair of the Appeals Committee or the Chair of the Examinations Committee, provided that if the Executive Committee directs the Registrar to conduct an administrative review then the Registrar shall also report the findings to the Executive Committee.
- 17.3 If the findings of the Registrar relate to an irregularity or inconsistency in the administration of:
- 17.3.1 an Examination, then the Registrar, in consultation with the Chief Examiner, shall take such action as they deem necessary to remedy such irregularity or inconsistency; or
- 17.3.2 the administration of the appeals process, then the Registrar, in consultation with the Chair of the Appeals Committee, shall take such action as they deem necessary to remedy such irregularity or inconsistency;
- and, in each case, the Registrar shall report such findings and the action(s) so taken to the to the Executive Committee and the NDEB Members at the next meeting of the Executive Committee and the NDEB Members, respectively.

ENACTED this 10th day of July 2026 to be effective July 15, 2026.

PRESIDENT



Dr. Stéfán Haas-Jean

EXECUTIVE DIRECTOR AND REGISTRAR



Dr. Marie Dagenais