

# NDSE HANDBOOK

A STEP BY STEP GUIDE THROUGH THE NDSE



[www.ndeb-bned.ca](http://www.ndeb-bned.ca)

# NDSE

The NDSE process has four distinct phases.



## GETTING STARTED: INDIVIDUALS WHO **DO NOT** HOLD AN NDEB CERTIFICATE FOR GENERAL DENTISTRY

1. Begin your application by creating a profile [here](#).
  - Already have a general dentistry certificate? [Click here](#).
2. Select 'Specialty Certification Process' under Pathways
  - Not available? The specialty application deadline may have passed. Check [here](#) for important dates and deadlines
3. Pay the application fee. Current fees are available [here](#).
4. Check your Dashboard and select 'Click to complete application'
5. Provide your specialty program information

Your NDSE profile has now been created. Take note of your NDEB ID number, you will need it for communications with the NDEB.

You're not done yet; we need some more information.



For best results, we suggest using a computer. Google Chrome has been found to be most compatible.

## GETTING STARTED: INDIVIDUALS WHO HAVE RECEIVED AN NDEB CERTIFICATE FOR GENERAL DENTISTRY

1. Login to your existing profile [here](#).
  - Don't have a profile yet? Click [here](#) to get started.
2. Go to your 'profile' by clicking on your email address in the top righthand corner. Select 'Edit'.
3. Select 'Both General and Specialty Certification Process' under Pathways
  - Not available? The Specialty Application Deadline may have passed. Check [here](#) for important dates and deadlines.
4. Pay the application fee. Current fees are available [here](#).
5. Check your Dashboard and select 'Click to complete application'
6. Provide your specialty program information

Your NDSE profile has now been created. Take note of your NDEB ID number, you will need it for communications with the NDEB.

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## SUBMITTING REQUIRED DOCUMENTS

1. Review the Required Documents for a detailed list of the documents that must be provided for verification.
2. Documents must be received by the NDEB office no later than 10 business days after the application deadline date. Additionally, your graduation information must be confirmed by the institution at least 15 days prior to the examination date. The NDEB will contact the institution directly. If these timelines are not met, you will be withdrawn from the examination and withdrawal fees will be applied.
3. You will be notified if further information is required.





## WHEN IT IS TIME REGISTER

1. Log in to your online profile to register for the exam.
2. Select 'Registration' from the left-hand menu.
3. Select your specialty from the list. The date displayed during this portion of the registration process is not final. Your examination will be held on one of the three dates posted on the NDEB [website](#) at various locations across North America. You will be notified of the exact date of your examination after the registration deadline.
4. An information memo will be posted on your online profile after the registration deadline. This memo will identify the exact date and how to schedule your seat with Prometric Testing Centres.

## PREPARING FOR THE NDSE

The purpose of the National Dental Specialty Examination (NDSE) is to test entry-level competencies required of specialists. The NDSE covers general specialty knowledge including basic sciences, clinical diagnosis, and treatment planning. The level of knowledge required is consistent with Commission on Dental Accreditation of Canada requirements in each of the specialties.

The NDSE is a six-hour examination with one or more breaks. The number of questions and question values will vary depending on the specialty. Specifics for each dental specialty can be found in the corresponding parts of the protocol.

The 2021 NDSE Protocol should be read carefully well in advance of the examination.

Preparation material for the NDSE can be found on the NDEB website under Examinations for Specialists.



Examination

## READY TO BE CERTIFIED?

To be certified, you must successfully complete the NDSE and provide proof of graduation.

After graduation, submit proof of graduation following the Required Documents. When documentation is received and approved, you will be certified and your NDSE certificate will be mailed to the address on your online profile.

If you have previously provided proof of graduation, you will be certified shortly after you receive your passing result.

NDSE certification information is available to all Provincial Dental Regulatory Authorities through an online portal.

