

## APPLICATION FORM



### Program being applied for (Please tick):

HEXCO DENTAL SURGERY ASSISTING NATIONAL DIPLOMA

ZADENU IN-HOUSE DSA DIPLOMA

HEALTH TEACHERS' DIPLOMA

**This application form has 5 pages**

### BIOGRAPHICAL INFORMATION:

1) Name:	Miss, Ms, Mrs, Mr, Dr, Prof
2) ID Number:	Drivers' Licence, Passport, ID
3) Address:	
4) Cellphone:	5) Email:
6) <b>Next of Kin:</b>  Name:	Address:
Cell:	Email:

## **PROGRAMMES ON OFFER:**

- i. Dental Surgery Assistant (DSA) Diploma (ZADENU Branded Qualification) 18 to 20 months Duration. Block release. Minimum entry requirements: 5 O level passes, at grade C or better, English language, Maths OR Science and any other 3 passes. **Fees US2300 (Terms are available on request).**
- ii. National Diploma (ND) in Dental Surgery Assisting (DSA) (Higher Education Examination Council/HEXCO accredited) 2 years, block release. Minimum entry requirements: 5 O level passes, at grade C or better, English language, Maths, Science and any other 2 passes. **Fees US3000 (Terms available on request).**
- iii. Health Teachers Diploma (**Still at conceptual stage**). 15 months. Block release. Not on offer. **USD2500**

Programme instructional methodology will comprise a hybrid of techniques including digital supported platforms like webinars/zoom, whatsapp, email, facebook and traditional methods such as block release, long distance, modules, short residential face to face seminars and workshops. But the bulk of the training will be based on work based integrated learning aka attachment or job internship.

Our DSA programmes are tailored to help participants learn the essential skills and responsibilities required to be a successful member of a dental team.

- After the completion of our program, participants will be prepared to work in a variety of dental offices.
- Dental surgery Assistants already gainfully employed will be able to go back to their place of employment at the end of each block, provided they obtain permission from the employer to attend.
- All details about the programme, including a tentative programme timetable, are available on our website: **www.zadenu.org**

### **Programme details: ZADENU Dental Surgery Assistant DIPLOMA - READ CAREFULLY:**

The minimum requirements for enrolment are Five (5) Ordinary Level passes, English language Mathematics OR Science, and any other 3 subjects at Grade C or better. Strict entry requirements maybe relaxed on account of proven experience. An oral interview or Aptitude/written test may be administered in the event of a borderline cases. English is the medium of instruction. A minimum of 12 months of Work-Integrated Learning at dental clinics, hospitals and/or private dental practices is required. Candidates from SADC countries and elsewhere should first prove that a dental facility in their country will be able to offer them attachment/extended integrated learning. Candidates must have continuous access to internet services.

- **Total Course fees are \$2300 (Zimbabwe based students)**
- **Minimum deposit at initial registration \$1500, balance to be paid over a ten months' period (maximum)**
- **\$3500 (Outside Zimbabwe based in Africa) NO PAYMENT TERMS**
- **\$4000 (Outside Africa) NO PAYMENT TERMS**
- **Full payment at the beginning of the programme earns a 10% discount.**

### **Programme details: HEXCO Dental Surgery Assistant DIPLOMA - READ CAREFULLY:**

The minimum requirements for enrolment are Five (5) Ordinary Level passes, English language Mathematics, Science, and any other 2 subjects at Grade C or better. English is the medium of

instruction. A minimum of 12 months of Work-Integrated Learning at dental clinics, hospitals and/or private dental practices is required. Candidates from SADC countries and elsewhere should first prove that a dental facility in their country will be able to offer them attachment/extended integrated learning. Candidates must have continuous access to internet services.

- Total Course fees are \$3000 (Zimbabwe based students)
- Minimum deposit at initial registration \$1500, balance to be paid over a six months' period (maximum)
- \$3500 (Outside Zimbabwe based in Africa) **NO PAYMENT TERMS**
- \$4000 (Outside Africa) **NO PAYMENT TERMS**
- Full payment at the beginning of the programme earns a 10% discount.

### **Our Refund Policy**

- **Cancellation within 10 days of payment -25% handling fee deducted**
- **Cancellation within 15 days of payment -50% handling fee deducted**
- **Cancellation after 20 days of payment- No Refund**

**Refunds are only applicable upon written request, provided it's on compassionate grounds based on individual circumstances. Provided a candidate has not commenced practical training nor attended any of our seminars, in full or partially-whatever the case maybe. Please be guided accordingly.**

- i. Program fees will cover attendance at all contact blocks, seminars, assignments, tutorials, exams, learning materials but you may be asked to buy a textbook, examinations (3rd repeat or missed official test or exam attracts a special fee), handouts, BUT excludes the graduation in Harare (200USD, which entitles to invite 2 people but you hire or buy your own graduation gown, cap and hood). Unemployed participants to purchase approved uniforms to be worn at all time while on attachment. The fees also exclude HEXCO registration, examination fees and any miscellaneous costs related to HEXCO, which are beyond our control.
- ii. Candidates will meet own upkeep while attending attachment (if not already employed).
- iii. **Read our refund policy properly and make sure you understand it before signing.**
- iv. The organizers do not guarantee a job after training.
- v. Candidates will not be paid any allowances while training.
- vi. Candidates have primary responsibility for securing attachment places though the academy will also assist the candidate.
- vii. Candidates may not sit for final examination without proof of accomplishment in module 5 of ICDL and First Aid from an accredited/approved provider.
- viii. Attached employer recommendation, if already employed.
- ix. Attached Proof of Payment of non-refundable processing fee of \$20.00 for Zimbabwean based students. NB: \$50.00 for foreign based students. NB: Payment can be made in person at reception or by Bank Transfer.
- x. Completed application form, together with all necessary supporting documents to be couriered or Dropped off at or couriered to the addresses below.
- xi. Incomplete applications will not be considered.

- Xii. This refund breakdown only applies to those who have paid but have not started the programme. For those who have already started the programme there is no refund on any monies paid already.

### **Our Bank Account Details:**

<b>Name Of Account</b>	<b>Dr Farayi Moyana</b>
<b>Account Number</b>	<b>11990207153(USD/Forex)</b>
<b>Bank</b>	<b>Nedbank</b>
<b>Branch</b>	<b>Borrowdale Branch</b>
<b>Address</b>	<b>Shop SV112 Sam levy's Village,</b>
<b>Branch Code</b>	<b>18111</b>
<b>Swift Code</b>	<b>MBCAZWHX</b>

### **OUR OFFICES**

#### **Dr(Dr) Farayi Moyana (PhD) Dental Surgery**

60 Baines Avenue, Medical Chambers, First floor, West Wing

**HARARE**

**Tel: (263-4) 792309/762338/735213**

**FAX: 263-4-792309**

**Surgery mobile: 0263 (4) 773 109 356; 772 848 051**

**Email: drfsmoyana@gmail.com**

#### **OR**

#### **Borrowdale Dental Surgery**

Sam Levy's Village, Opposite New Food Lovers Market, Across East of Behind Bon Marche

New Block 3, Suite HB, Shop 1 (upstairs) **BORROWDALE,**

**Surgery mobile: 0716 092 459, 0772 430 647, 0782 210 210**

**TELEPHONE: (0242) 886340/2/3**

**Email: borrowdaledentalsurgery@gmail.com**

**NB: The Zimbabwe Academy of Dental Nursing (ZADENU)** is a programme whose administrative address is any of our two surgeries. Our programme is accredited with the Higher Education Examination Council of Zimbabwe (HEXCO). This programme is Not yet accredited with the Medical and Dental Practitioners Council of Zimbabwe (MDPCZ), although proposals have been submitted. **By signing this application form, you are agreeing to our terms and conditions and your signature will be taken as an acceptance of the terms and conditions as explained.** You can drop or courier your application form/papers (together with certified copies of ID, educational certificates and proof of payment of application fee) to any of our two administrative offices (surgeries) whose addresses are shown above:

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_