



# FELLOWSHIP EXAM APPLICATION

PLEASE PRINT

Name and address below **MUST** match address listed on your picture ID. Submitting a different address may cause a delay or denial at your testing location.

Name	Last	First	Middle	Degree
Address	Street	City	State/Province	ZIP/Postal Code
Phone		Fax	Email	
AGD ID#	AGD Join Date			
Graduation Year	Military Branch (if applicable)			

## Schedule of Exam Sites and Fees

### Computerized Testing \$650

See rescheduling/cancellation policies on other page.

Dental License # \_\_\_\_\_

### Exam Policy

AGD active members must have their dental license prior to applying for the Fellowship Exam.

Any active general dentist member joining the AGD after February 2010 will be subject to a 7-day waiting period prior to applying for or sitting for the Fellowship Exam in order to verify his or her membership status. The Fellowship application and examination must be completed and the application postmarked by the Dec. 31 deadline.

Select only *one* location for exam:

### Computerized Exam

Upon receipt of this application, information on scheduling your computerized testing appointment will be emailed to you by SMT Notices @ ISO Testing.

**\$650 U.S. funds must accompany this application.**

### Pay Pal Users:

Submit completed exam application via fax or email to AGD headquarters and use this link to access AGD Pay Pal site:

[AGD PAYPAL LINK](#)

If using a PayPal account associated with a name other than your own, please print the name associated with the account:

### Mail check with your completed exam application to:

Academy of General Dentistry - DE  
28148 Network Place  
Chicago, IL 60673-1281

Phone: 888.243.3368  
Fax: 312.335.3428  
Email: [education@agd.org](mailto:education@agd.org)

## **Rescheduling/Cancellation/Rescoring Policies**

- Exam fees will be held for a maximum of 24 months.
- Exam fees are non-refundable after the 24-month period.
- Exam fees are non-refundable when membership lapses.

### **Paper and Pencil Exam**

- The exam fee is refundable minus a \$50 processing fee if the exam is canceled.
- No refunds will be given to members who fail to take the exam or do not pass the exam.
- No discount will be given to members who come within five points of the passing score.
- Members must submit written notification and a \$100 processing fee for each rescore request of Fellowship Exam test results.
- Rescores are limited to the most recent 24-month testing period. Exams taken beyond this period are not eligible for a rescore.
- Written notification regarding rescored exam results will be mailed to the member once completed.

### **Computerized Exam**

- The exam fee is refundable, minus a \$50 processing fee, if the exam is canceled.
- The third-party testing company will charge a \$25 rescheduling fee each time an exam appointment is rescheduled. This is the vendor's policy; the AGD has no jurisdiction over this policy and does not receive any compensation as a result of this policy.
- A member may cancel an appointment for the computerized version of the exam up to five days in advance of the scheduled date without penalty.
- Canceling less than five days before the scheduled date will result in forfeiture of the entire exam fee.
- Failure to appear for an appointment will result in the forfeiture of the entire exam fee. The full exam fee will be required to take the examination at a later date.
- No refunds will be given to members who do not pass the exam.
- No discount will be given to members who come within five points of the passing score.
- Members must submit written notification and a \$100 processing fee for each rescore request of Fellowship Exam test results.
- Rescores are limited to the most recent 24-month testing period. Exams taken beyond this period are not eligible for a rescore.
- Written notification regarding rescored exam results will be mailed to the member once completed.

**I, the undersigned, certify that all information provided is accurate. I have read and will comply with all policies as stated on this application.**

Date

Signature

## **Special Accommodations**

The Academy of General Dentistry (AGD) will grant special accommodations for the Fellowship Examination to any candidate who:

- submits a letter, a minimum of 60 days before the examination deadline, requesting special accommodations; and
- provides documentation verifying the candidate's condition as well as the specifics of the special accommodations from a qualified professional (physician, psychologist, counselor) currently treating the candidate.

The AGD reserves the right to authorize the use of auxiliary aids or modifications in such a way as to maintain the integrity and security of the examination process.

### **Nursing Mothers** (Paper and pencil exam only.)

The AGD also will grant special accommodations for the Fellowship Examination to any candidate who currently is nursing. Candidates must:

- submit a letter, a minimum of 60 days before the examination deadline, requesting accommodations; and
- provide documentation verifying that she is nursing.

### **Noise Disclaimer**

The AGD makes every effort to ensure a quiet atmosphere for the Fellowship Exam; however, some extraneous noise may occur during the exam. If you are sensitive to noise, the AGD recommends that you bring earplugs to the exam.