



How-To Guide: Joining ADA After Graduation



How-To Guide: Joining ADA After Graduation

This how-to guide provides step-by-step instructions and ADA membership details to aid dental school seniors with the transition to membership after graduation.

You'll find information on:

- [Membership Category Options](#)
- [ADA Reduced Dues Program](#)
- [Benefits of Membership](#)
- [Conversion Drive](#)
- [How to Join](#)
- [Resources and Quick Links](#)

Fourth-year dental students are probably thinking about what life will be like after graduation. The ADA has resources to support new dentists – and with reduced dues – membership is affordable (free, for many). It's a great time to be a dentist and an ADA member!

Membership Options

There's a membership option for every graduate!

Tripartite Membership (most common)

Tripartite means that you hold membership at the local, state and national level.

If you will be in private practice as an associate, an employee or on your own, in a group practice or clinic, or on the faculty of a dental school, tripartite membership is for you.

Federal Dental Services Membership (direct membership with ADA)

If you will be in the Army, Air Force, Navy, U.S. Public Health Service, U.S. Department of Veterans Affairs, or other full-time federal employment, Federal Dental Service (FDS) membership is for you. Tripartite membership is also available in many states.

Graduate Student Membership (direct membership with ADA)

If you will be going into a graduate program, residency or specialty training program that lasts at least one year, graduate student membership is for you. Tripartite graduate membership may be available in some states.

Provisional Membership (direct membership with ADA)

Licensed dentists who are relocating, or taking time off for any number of reasons are eligible for provisional membership.

See the flyer at the end of this guide, which describes the membership options in more detail.

Tip: Collaborate with your state society to host a membership lunch and learn. The ADA Office of Student Affairs can provide membership brochures and resources for distribution.

ADA Reduced Dues Program

Recent graduates receive the benefits of ADA membership without paying full dues. They don't pay full dues until the fifth year of membership. This reduced dues structure is available to both ASDA members and non-members.

- Year 1 - \$0
- Year 2 - 25% of full national dues
- Year 3 - 50% of full national dues
- Year 4 - 75% of full national dues
- Year 5 and thereafter - 100% of full national dues

Many state and local dental societies also offer dues reductions. To be eligible for reduced dues, dentists must maintain continuous ADA membership. It's to your advantage to join and stay a member.

Going into a residency or graduate training program? If so, you can join the ADA as a graduate student member for just \$30. Once you complete your training, the ADA Reduced Dues Program begins the following year.

For more information on reduced dues program, contact the ADA at 312.440.2779.

Benefits of Membership

New dentists receive benefits and resources to support their transition to practice. You can:

- **Stay Current**
Stay up-to-date with the latest scientific, clinical and professional information from *JADA*, *ADA News*, *ADA Professional Product Review*, ebd.ada.org and your state and local dental societies.
- **Build a successful practice or get ready to practice**
Get started with resources from the ADA Catalog. Design your office, get information on legal questions, hire staff or educate your patients, all with ADA Catalog resources.
- **Enjoy competitive rates on life and disability insurance**
Access life and disability insurance developed by dentists for dentists—with no commissions. Many state and local societies also offer medical and/or malpractice insurance.
- **Get more with ADA Business Resources**
Our providers offer products to help you start up, thrive and finance your practice. Learn more at www.adabusinessresources.com.

- **Learn and grow with affordable CE**

Learn the latest through ADA Annual Session, the ADA New Dentist Conference, your state and local dental societies and ADA CE Online.

- **Proudly share your dentist status**

Enhance your online presence by updating your Find-a-Dentist profile on ADA.org.

Tip: The enhanced Find-A-Dentist feature includes a Google map of your office location, photo and insurance information. This is a great benefit to highlight for soon-to-be dentists.

Learn more about ADA membership benefits at www.ada.org/join.

Conversion Drive – New for 2011

Earn up to \$500 for your chapter and help fourth-year students convert to active ADA membership with the ADA Conversion Drive. Your chapter earns a financial reward for the percentage of seniors who complete a *Where Are You Going?* form by the April 1 deadline.

See the flyer at the end that describes the Conversion Drive in more detail.

For more information, contact Tera Lavick, manager, office of student affairs at 312.440.2386 or lavickt@ada.org.

How to Join

The ADA welcomes all new dentists and encourages them to become members. A new dentist must complete an application to become a member of the ADA. The transition from ASDA membership to ADA membership is not automatic. A good rule of thumb is to apply for ADA membership when you apply for your license. Here's how it works:

1. **Update Contact Information**

The first step is to let the ADA know your post-graduation plans. Complete the [Where Are You Going?](#) form or e-mail studentaffairs@ada.org with your new contact information. This information lets us know which membership category is the best fit for you.

2. **Complete the correct application**

The ADA or your state society will send you the appropriate membership application. You can also access membership applications online at www.ada.org/join. If you know where you'll be living after graduation, it's okay to complete the application early—we'll keep your membership current as you transition into practice.

If you're applying for Tripartite, Federal Dental Services or Provisional memberships, you don't need to include a dues payment with your application. The ADA will bill you if

needed (for most of you, dues are \$0 for your first year). Graduate Student Membership is \$30. Your membership will be active until December 31 of the year after graduation.

***Tip:** ASDA and ADA student memberships continue until December 31 of your graduation year. Be sure to complete your ADA dentist application before the end of the year so you continue to receive benefits.*

3. **The ADA or your state society will process your application**

Once your application is received, it is reviewed and processed. This usually takes a couple weeks. The ADA and your state society are there for you as you transition to practice—feel free to reach out to us even during the application process. We'd love to hear from you.

If you have any questions along the way, please contact the ADA Office of Student Affairs at 312.440.7470 or at studentaffairs@ada.org.

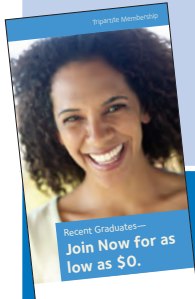
Resources and Quick Links

These are your go-to people and web pages during the transition to ADA membership.

- **ADA Office of Student Affairs**
Develops student resources and manages ADA student membership
312.440.7470
studentaffairs@ada.org
www.ada.org/student
- **ADA New Dentist Committee**
Made up of new dentists, this committee has the issues and concerns of new dentists in mind
312.440.2779
newdentist@ada.org
www.ada.org/newdentist
- **State (Constituent) and Local (Component) Dental Societies**
Provides specific information and resources based on local professional needs
<http://www.ada.org/statelocalorg.aspx>
- **Membership Information on ADA.org**
www.ada.org/join
Online Tripartite Application - www.ada.org/1604.aspx
Online Graduate Student Membership Application - www.ada.org/1605.aspx
- **ADA Principles of Ethics and Code of Professional Conduct**
The Principles of Ethics are the aspirational goals of the profession; members of the ADA voluntarily agree to abide by the ADA Code as a condition of membership in the Association. Access the Code at www.ada.org/194.aspx.

Which ADA membership is for me?

Going into private practice?



Tripartite Membership

If you will be in private practice as an associate, an employee or on your own, in a group practice or clinic, or on the faculty of a dental school, tripartite membership is for you.

\$0 dues at the national level, first year after dental school graduation.

Tripartite membership means that you hold membership at the local, state and national levels.

Continuing your education?



Graduate Student Membership

If you will be going in to a graduate program, residency or specialty training program that lasts at least one year, graduate student membership is for you. (Tripartite membership may be available.)

\$30 national dues/year. Payment applies to year after dental school graduation.

Continue graduate student membership throughout your training and pay \$0 in national dues the year after your training is completed.

Military, Public Health or VA?



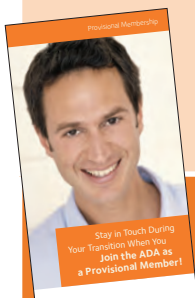
Federal Dental Services Membership

If you will be in the Army, Air Force, Navy, U.S. Public Health Service, U.S. Department of Veterans Affairs, or other full-time federal employment, Federal Dental Service (FDS) membership is for you. (Tripartite membership also available)

\$0 dues first year after dental school graduation.

As a federal dentist, you can join the ADA directly. If you will be completing residency training while in the federal services, be sure to fill out the Advanced Education Program section on the application.

Taking time off? Not sure?



Provisional Membership

Licensed dentists who are relocating, or taking time off for family or other responsibilities are eligible for provisional membership.

\$0 dues first year after dental school graduation.

If you need a second year for your transition period, your dues will be just 25% of full dues.



NEW! ADA Conversion Drive 2011

Earn up to \$500 for your chapter and help fourth-year students convert to active ADA membership.

Earn Chapter Funding up to \$500

Your chapter earns a financial reward for the percentage of seniors who complete a *Where Are You Going?* form by the **April 1** deadline. You can earn:

\$500 Reward

Send in at least 95% of forms for senior class to earn \$500

\$200 Reward

Send in at least 75% of forms for senior class to earn \$200

\$100 Reward

Send in at least 50% of forms for senior class to earn \$100

How it Works

- The first step to becoming an ADA member after graduation is updating contact information—this way, the ADA knows which membership category is best for you.
- We collect contact information by asking each fourth-year student to complete a “*Where Are You Going?*” form.
- Chapters will be awarded for collecting completed *Where Are You Going?* forms.

Be an Ideal ASDA Chapter

Conversion to membership in the ADA is now part of the criteria to earn the ASDA Ideal Chapter Award for Outstanding Involvement in Organized Dentistry. Drum up enthusiasm for the Conversion Drive at your chapter and you could see ideal results.

Achieve Success

Chapter leaders, you should:

- Open and review your Conversion Drive Kit when it arrives
- Follow the step-by-step guide (*reverse side*)
- Build excitement and encourage participation at your school
- Collect the forms and send them in by the **April 1** deadline
- Contact the ADA with questions. The Office of Student Affairs is your go-to group. Reach us at studentaffairs@ada.org or at 312.440.7470.

Step-by-Step Guide to the ADA Conversion Drive

1) Receive the Conversion Drive Kit

The ADA will mail you a Conversion Drive kit in January. Your kit will include:

- Conversion Drive Flyer (*this sheet of paper!*)
- Blurb to put in your newsletter
- Poster
- Goal chart to track your success
- *Where Are You Going?* forms (*enough for all D4s*)
- W-9 form
- ADA membership flyer
- Pre-paid Fed Ex envelope

When you receive the kit, please make sure you have enough forms and everything you need. The ADA will also send many of these resources to you via e-mail.

Tip: The ADA requires a W-9 form before we can disperse any funds to your chapter. Be sure to fill it out early.

2) Promote the Incentive to Your Chapter

- Announce at meetings or via e-mail
- Give examples of what the cash prize might buy your chapter
- Send periodic updates to your chapter to keep them excited
- Place Conversion Drive poster in a prominent place
- Share with your faculty mentor or chapter liaison
- Encourage discussions about the value of ADA membership and the benefits of joining now

3) Distribute *Where Are You Going?* Forms

- Enlist other members or chapter leaders to help out, especially seniors
- Try to get a captive audience (*bring forms to pre-planned lunch & learns, meetings, lectures, social events*)

Tip: Online response counts, too! Send an e-mail to all 4th year students and ask them to respond at www.ada.org/dentalstudentsurveys.aspx

4) Collect the Completed Forms and Mail to the ADA

Put the *Where Are You Going?* forms and W-9 form into the provided pre-paid Fed Ex envelope and send to:

ADA Office of Student Affairs 211 E Chicago Ave Chicago IL 60611

Questions? The ADA Office of Student Affairs is your go-to group. Reach us at studentaffairs@ada.org or at 312.440.7470.

ADA American Dental Association®
America's leading advocate for oral health