



North Dakota State Board of Dental Examiners
PO Box 7246, Bismarck, ND 58507 • Phone 701-258-8600
www.nddentalboard.org • Email info@nddentalboard.org

2026-2027 Dental Hygiene Renewal Notice

All dental hygiene licenses expire 12/31/2025!

ONLINE RENEWAL INFORMATION: You are required to renew your license by 12/31/2025 to continue practicing dental hygiene in North Dakota. Even if you recently became licensed, you still need to renew your license.

CE REQUIREMENTS: The renewal forms require all hygienists to certify that they have met all CE requirements, but DO NOT require you to submit proof of completing the hours. But be sure to retain your proof that you completed the required CE such as receipts, registration materials, certificates, or cancelled checks. The basic requirements are 16 hours of CE completed in 2024-2025 or to have graduated from a dental hygiene program between 2024-2025. Hygienists who hold certain permits must complete some of their CE in a specific category. Other required continuing education hours include CPR, Infection Control, and the Ethics/Jurisprudence Exam requirements. All of those required courses count toward the 16-hour requirement. The Jurisprudence may be taken online at www.nddentalboard.org under the **Practitioner** tab and then click on **Jurisprudence Exam for CE**. Keep in mind that at least half of your CE must be live, and that **LIVE WEBINARS that allow you to interact in real time with the presenter count as live CE hours.**

CE AUDIT: Do not submit proof that you completed the CE. Instead, a random sample of hygienists will be selected for an audit to ensure they completed the required hours of continuing education. If you receive an audit notice from the Board by email, you must send your CE information to prove you met the CE requirements.

CERTIFICATES: License certificates will no longer be mailed out but can be printed from the website, <https://www.nddentalboard.org/practitioners/Hygienist/print/login.asp>, when your license is renewed.

What you need to renew online:

Online renewal works best in Google Chrome or Microsoft Edge. The Board recommends you use a desktop or laptop computer to renew. Cellphones and tablets do not always have the correct formatting or requirements for online renewal. All dates must be entered as mm/dd/yyyy.

- You need the following information to renew online: Your last name, your license number, and the **last four digits** of your Social Security Number.
- To complete renewal, you must pay renewal fees by check or by credit/debit card. **Acceptable cards are VISA, DISCOVER, MASTERCARD credit cards and VISA DEBIT cards. The online renewal does not accept American Express. If you pay with credit cards a receipt should appear on the screen. If you do not find the receipt, call the Board office to confirm the renewal. If you seek to pay by check, you must immediately mail the check to complete your renewal. If we fail to receive the check by 12/31/2025, your license will expire.**
- If you do not renew your license by 12/31/2025, your license will expire, and you *cannot* practice dental hygiene.
- After 12/31/2025, the online renewal portal is closed. If you have not renewed by that date, your license is expired, and you may not practice until it is renewed. You will have until March 1, 2026, to renew your license manually and avoid cancellation.

Steps to renewing online:

- Go to the Board's website, www.nddentalboard.org. Click on the **Practitioner** tab, then go down to **Renewal All License/Registration** and click on **Online Renewal: Login** in the box that pops up on the right-hand side. **You may also click Online Dental Hygiene Renewal, <https://www.nddentalboard.org/practitioners/renewals/default.asp>, to jump directly to the online renewal.**
- When renewing online, please confirm your contact information, especially your email address, is correct. The Board is doing most correspondence with licensees through email to be more eco-friendly.
- The online renewal portal will allow you to complete the renewal process online and pay with a credit or debit card, or the option to send a check.
- If you have difficulty with logging in, renewing or making your payment online, please contact the Board office.

If you are unable to renew online, please contact the Board office – info@nddentalboard.org or 701-258-8600.

DENTAL ANESTHESIA ASSISTANT & RESTORATIVE FUNCTIONS: Hygienists authorized by permit (there are no fees attached to renewal of these permits) to perform the expanded duties of *dental anesthesia assistant* or *restorative functions* must renew the permit. You are required to obtain 2 hours of CE which pertains to the permit *but don't send it to the Board unless requested*. **A dental hygienist authorized to administer local anesthesia or nitrous oxide is not required to obtain CE to renew the permit.**



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INACTIVE STATUS: If you are no longer practicing dental hygiene in ND, you may wish to put your license in inactive status. While on inactive status, the licensee may not engage in the practice of dental hygiene in ND until the Board reinstates the license. The inactive license allows you to apply to reinstate your license. If you do not hold an inactive status and you wish to practice again in ND, you will need to apply for an initial license either by examination or by credential. The Inactive Status Application form cannot be submitted online. To print an Inactive Status form, go to www.nddentalboard.org, find the **Practitioners** tab, then go down to **Renewal All License/Registration** and click on the **Inactive License** link at the top of the page. Or you may contact the Board office for a form. **The application and \$40 check or money order payable to NDSBDE must be postmarked on or before December 31, 2025, to avoid the additional \$40 late fee.**

RANDOM CONTINUING EDUCATION AUDIT: You may be selected for a random audit of continuing education. Maintain proof of CE such as receipts, registration materials, certificates, or cancelled checks from the current and previous CE cycles.

RENEWAL INFORMATION: License certificates will no longer be mailed out. You may print your certificate from the Board's website Board's link to Print your dental hygiene License. You can make Name & Address Changes, <https://www.nddentalboard.org/practitioners/hygienist/coa/login.asp?reload>, any time at the Board's website.

Contact the Board office at info@nddentalboard.org or 701-258-8600, if you have any questions.