



ADA Success
Good choices now, great dentists later.

How to Schedule ADA Success

State and local dental societies and ASDA Chapters are welcome to schedule and host ADA Success programs. Follow these steps to ensure a successful event!

1. Review ADA Success program topics and determine your audience.

- Who do you want to connect with and what message do you want to send?

2. Seek buy-in from dental school faculty or administration.

- Identify a dental school sponsor to help with logistics.
- Secure a meeting space.
- Avoid conflicts with exams, holidays, etc.

3. Contact the ADA Office of Student Affairs to schedule.

- Provide two or three options for dates, if possible.
- Submit request form when dates have been finalized.
- Please schedule at least 30 days in advance.

4. ADA will match a speaker to your program.

- Whenever possible, speaker will be local or have a connection to the school.
- ADA will share speaker's contact information with you; reach out to them prior to the program date to confirm details and introduce yourself.

5. Promote your ADA Success program.

- Invite students to attend via email, newsletters, social media, etc.
- Dental societies and ASDA Chapters should connect with each other to help raise awareness and spread the word among students and dentist volunteers.

6. Provide feedback on the program to the ADA.

- Help collect evaluation forms from students and return to ADA.
- Complete host survey, if applicable.
- Share suggestions or comments with the ADA Office of Student Affairs.

Schedule ADA Success today!

Complete the request form or contact the ADA Office of Student Affairs at **312.440.7470** or **studentaffairs@ada.org**.

Visit **ADA.org/successprogram** to learn more!