

NDSE Applicant Instruction Guide

2026

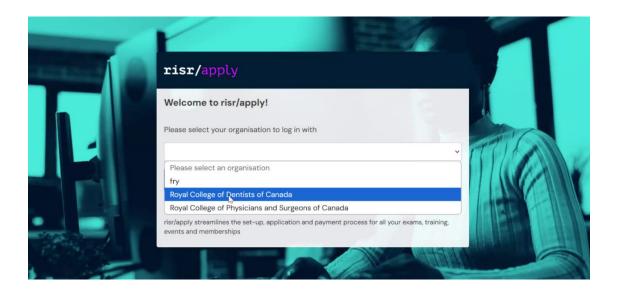


1.0 Accessing the NDSE Application Form

To access your application form, please follow the steps below:

Please go to our website and follow <u>the link on our homepage</u> (https://booking.ca.kaizenep.com/) to create your account for the NDSE 2026 Application Form.

Once you launch into the risr/apply launcher for the NDSE, you may be prompted to select the organization "Royal College of Dentists of Canada".

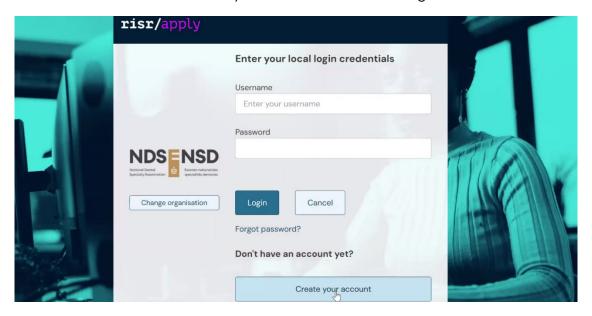


Selecting another organization will not allow you access to their examination application portal. You will only have access to the application portal for the Royal College of Dentists of Canada for the NDSE.

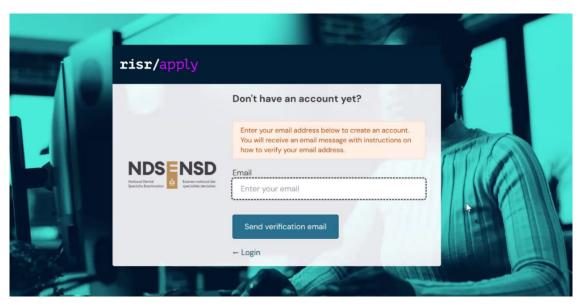


2.0 Creating an Account

Once selected, the NDSE logo will appear, and you will then have the opportunity to create a new account. Please click "Create your account" below the login credential fields.



You will then be prompted to enter your email address for verification. Please use the email address which you wish to receive correspondence to regarding your NDSE 2026 application updates. Then click "Send verification email"





A unique code is sent to this email address for the user to enter into the verification screen. This step ensures the email address is valid and one to which the user has access.

To complete your registration and activate your account, please verify your email address by clicking the link below:

Verify my email

If the above link doesn't work, you can copy and paste the following URL into your web browser:

https://auth.latex.devbox.kaizenep.com/interaction/-FSAm-adnUjTlQupbDe-3/emailverify/org_openfry/9c54dcfd-f281-48f7-a2e3-f8f4aee93ee5/m1raaw

Or use the following code:

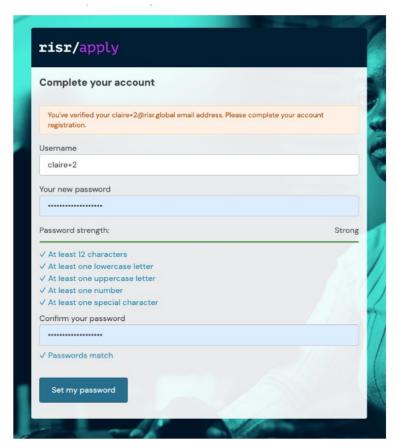
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If you did not create an account using this email address, please ignore this email. Best regards,

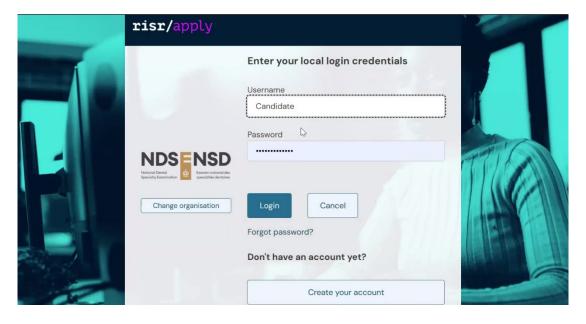
Once the email address has been verified, the user is asked to choose and confirm a username and password. This password must adhere to the password security rules.

You will then receive an email to verify your account and create your password. Once verified, you will be able to login. Please note that your username at this time will be everything before the @ symbol in your email address.





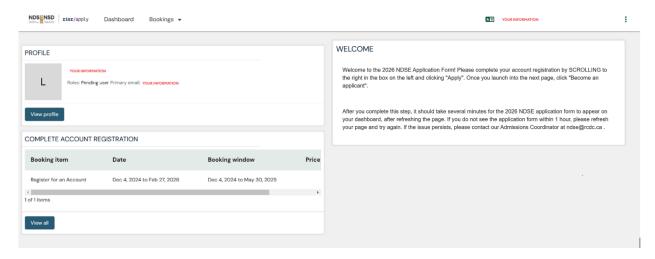
Once the password is created, you will be prompted to the login screen. Please fill in the username (your email without address before the @ symbol) and password.



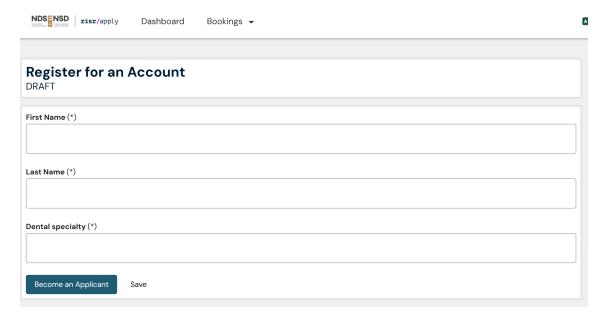


3.0 Applicant Dashboard

Once you login, you will be directed to your applicant dashboard. You will then complete the account registration process by scrolling over to the right of the "Complete Account Registration" box and clicking "Apply".

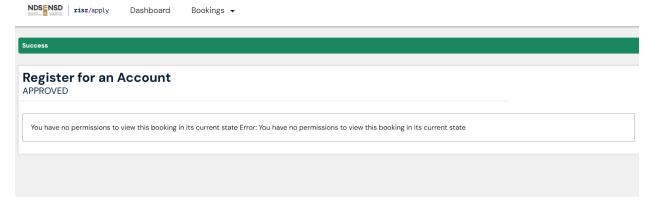


The final step of the account registration process is to confirm that you would like to "Become and Applicant" by filling out the 3 fields and clicking the button and move to the NDSE 2026 application process.





Once clicked, your account has been confirmed and you will receive a green "Success" message at the top of the page.



It could take several minutes for the application form to appear on your dashboard, after refreshing the page.

You will then see the "Apply Here" box with the NDSE 2026 Application Form. Please click the booking item title "NDSE 2026 Application Form", the "Apply" and then you will be able to complete your application.

Note: If you do not see the application form within 1 hour after receiving the green "Success" message, please refresh your page and try again. If the issue persists, please contact our Admissions Coordinator at ndse@rcdc.ca.

