



**American Board of Forensic Odontology, Inc.**  
c/o Certification and Examination Committee  
[C&EChair@abfo.org](mailto:C&EChair@abfo.org)

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### APPLICATION INFORMATION AND CHECKLIST FOR ABFO EXAM CANDIDATES

1. Candidates should verify that they have completed all aspects of their application following the checklist found on the ABFO website. Please go to the website ([www.abfo.org](http://www.abfo.org)) and click on the certification tab. Once that tab opens, go to application documents. Under application documents, click on #11, where the application checklist is located.
2. Candidates should ensure that ALL items on this checklist are complete prior to submitting their application. All items found on the checklist, except for transcripts and letters of recommendation, should be placed in either a Dropbox or on a secure thumb drive for submission to the chairman of the C&E committee. The current email address for the chairman is [C&EChair@abfo.org](mailto:C&EChair@abfo.org). Only one submission (Dropbox or thumb drive) is allowed per applicant. All must be in the sequence as is found on the checklist and the total file size of the submission must be 1GB or less. By utilizing Dropbox or a secure thumb drive, it provides you the opportunity to send all items at once and in the proper sequence. Applications must be sent *in toto* including any appropriate supporting documentation. Partial applications, applications without supporting documentation, and/or items sent in multiple emails will not be accepted. Current ABFO terminology must be used in your submitted case reports.
3. TRANSCRIPTS and LETTERS OF RECOMMENDATION: please have the Registrar or appropriate department of your dental college send the transcripts directly to the Chairperson of the C&E committee. Some schools require that these be sent via the US Postal Service. If that is the case, please contact the chairperson of C&E to ensure you have the correct mailing address. Transcripts should include those from your dental school and any postgraduate programs you have attended. The committee does not need any high school, junior college, or college transcripts. Letters of recommendation are to be sent directly to the Chairperson of the C&E committee.
4. Please go to the “store” tab of the ABFO website and submit your payment to the ABFO for the application and written exam fee. Applications will not be reviewed until this fee has been paid.
5. Once the complete application and verification of payment has been received by the C&E Chair, the chairperson will review your application for completeness. Do not submit your application to anyone other than the chair. You will be notified of any content or requirement deficiencies and will have until July 1, or a time specifically designated by the C&E Committee, to address them. This deficiency correction period is only for items

requested by the C&E committee. Once verified by the chairperson, complete applications will be reviewed by the entire committee at an appropriate time.

6. Please note, the entire application and fees must be received by the Chair no later than midnight June 1, Pacific Daylight Time. There are no extensions for late or incomplete applications. The Chair will review the application for content and completeness. Once verified that the application is complete, the Chair will submit the application to the entire committee. At that time, the committee will also review the application, primarily focusing on appropriateness and acceptability of the casework which has been submitted (ID, Bitemark and Age Assessment). After the committee reviews the casework, you will be notified of any deficiencies in those areas and if additional casework needs to be submitted for review.
7. Any questions regarding your application should be submitted via email to the Chairperson at [C&EChair@abfo.org](mailto:C&EChair@abfo.org).

- Application (plus signed/dated Binding Arbitration Agreement & General Provisions)
- Transcripts for all higher education (dental school and beyond)
- 3 Letters of recommendation
- Attend 4 meetings (4 separate years)
- Participate in 2 annual meetings (previously approved by C&E)
- Affiliated with agency for 2 yrs minimum
- 5 autopsies observed and documented
- 32 Forensic cases
  - a. 20 ID
    - i. 15 positive
    - ii. 5 resections
    - iii. 10 must have radiographs done by candidate
    - iv. ABFO Dental ID Workshop allows for a maximum of 5 cases
  - b. 5 Age Assessments
    - i. child < 12 (1 required)
    - ii. adolescent 12-19 (1 required)
    - iii. adult >19 (1 required)
    - iv. at least 1 required from personal casework
    - v. at least 1 required from DAA repository or DAA WS
    - vi. No more than 3 from ABFO DAA WS or other DAA WS
    - vii. No more than 2 from ABFO DAA Repository
  - c. 4 Bitemark cases
    - i. Current or historical cases
      - 1. 1 case must have enough evidentiary value to compare to suspect dentition
      - 2. 1 case must come from repository
      - 3. ABFO BM workshop fulfills 2 cases and the repository requirement
  - d. 3 cases from any aspect of forensic odontology
    - 1 sworn testimony case from own, ABFO Civil Lit WS or other approved WS
    - 1 ID, 1 BM, 1 DAA submitted electronically in entirety (WS cases are *not* acceptable)
    - Additional forensic activity (350 points)
      - a. Cannot use any of the above meetings or cases if claimed as credit already
      - b. 20 pts per case exceeding above ( maximum 100 pts)
      - c. 20 pts per extra sworn testimony ( maximum 100)
      - d. 1 pt per hour approved CE ( maximum 100)
      - e. 25 pts original lecture or demo at formal meeting ( maximum 100)
      - f. 50 pts for principal authorship
      - g. 25 pts for second article or collaborating author
      - h. 20 pts per yr for formal affiliation above the required number ( maximum 60 pts)
      - i. Mass Fatality Incident ( maximum 40 based on criteria listed in requirements)
      - j. Other forensic activity as stipulated in the requirements

Candidate Name: \_\_\_\_\_

Submit the application with all of the supporting documents at one time to the ABFO CE Committee Chairman on a USB flash drive or upload to a Dropbox folder. Entire file must be 1 GB or less in size. Contact the Chairman at [C&EChair@abfo.org](mailto:C&EChair@abfo.org) for mailing address.

