CAMBRIDGE ACADEMY OF
DENTAL IMPLANTOLOGY

Level 7 Certificate in Implant Dentistry

Grad Cert (Imp Dent)

STUDENT HANDBOOK

AUSTRALIA

September 2026 cohort

Program accredited by EduQual

EduQual

1. INTRODUCTION

Welcome

We would like to extend a warm welcome to the EduQual accredited Level 7 Certificate in Implant Dentistry, provided by the Cambridge Academy of Dental Implantology in partnership with The Implant Institute.

This Student Handbook will provide you with the information that you will need for your course and is provided to you prior to your course commencing. The Student Handbook can also be downloaded from the Student Zone website (cadi-studentzone.com) and from the Canvas VLE. To access the Student Zone you will need the password that is detailed in your Grad Cert Introduction Module. This module can be accessed from your Canvas Dashboard.

We hope that you enjoy the Grad Cert (Imp Dent) course and find the program interesting and challenging. Although there will be plenty of hard work, we want you to find the learning a positive experience that improves your knowledge and skills to enhance your career.

1.1 Mission and Values

We aim to install positive change in our Grad Cert (Imp Dent) students, enabling them to develop their full potential. The Academy's central aim is to deliver education that shapes your professional life and improves the clinical care of your patients.

This objective is reflected by our strategic ambitions: -

- **Creating opportunity** – All of our students should aim to excel in developing the knowledge, skills, and resilience to play the positive role in the profession that they envisage for themselves. They should aim to personalise their learning, combining theoretical rigour, practical relevance, and personal development.
- **Valuing ideas** – We possess strong relationships and robust processes that enable discovery and drive innovation.

1.2 Aims and Learning Outcomes

The Grad Cert (Imp Dent) aims to improve your academic, analytic and practical skills in areas related to the field of implant dentistry. The program is aimed primarily at General Dental Practitioners and

builds on the knowledge and skills that you have acquired during your previous undergraduate and postgraduate studies, and your clinical experience.

As a Level 7 program this course is designed to develop your analytic skills as well as to teach you facts. At this level of postgraduate education, we expect that one of the most important outcomes is for students to become skilled at appraising published clinical studies and develop the ability to critically appraise claims and conclusions made by researchers, authors and manufacturers. Students will develop a good understanding of the methodologies used in clinical research and be able to assess the quality of published studies. These skills will help to improve the clinical outcomes for your patients by encouraging an evidence-based approach to your clinical practice.

Analytic skills are developed during both the online modules and the contact study days. Central to effective development of such skills is your participation in the academic discussions that take place during the Practical Skills Week and in the online modules. For this reason, your participation in the online discussions is expected for each weekly session. You will need to submit one discussion post for each weekly online session (maximum of 500 words) that will be based on your own research around the given subject. You will be expected to engage with your fellow classmates and develop ideas or arguments that form during these discussions. Your weekly discussion submission will be graded and will count towards your final module mark.

1.3 Main Contacts

Stuart Ellis	Course Director
Misagh Habibi	Deputy Course Director

You can send a message to any of your tutors using the Inbox messaging system within the Canvas VLE.

Each module is supervised by a module tutor. The name of the module tutor will be given to you at the start of each module. You can contact the course tutors within the Canvas VLE, using Inbox.

1.4 Postal address

The postal address for the Academy is:

Cambridge Academy of Dental Implantology
Cavendish House
183 Arbury Road
Cambridge
CB4 2JJ
United Kingdom

1.5 Methods of communication

In order to minimize the risk of emails being filtered into SPAM all communications with your tutors and course officials are carried out within the Canvas VLE. This is a secure method of electronical communication and fully complies with the GDPR(UK) requirements.

If you communicate any information about patients, please ensure that you are using a secure encrypted email account.

2. ASSESSMENT

2.1 Methods of assessment

Your academic and clinical skills will be assessed throughout the course. There are two methods for assessment:

Formative Assessment

This type of assessment is not graded. In other words, it does not count towards your Grad Cert (Imp Dent) marks. Formative assessment is designed to help you understand what is required of you at Level 7 and to develop your academic and practical skills in a free environment.

Your weekly Discussion Post for the opening module will undergo formative assessment after the week 1 submission deadline. Your module tutor will provide feedback to help you address any weaknesses and to help you achieve better marks.

Summative Assessment

This type of assessment is graded and counts towards your overall Grad Cert (Imp Dent) mark. Your weekly Discussion Posts and essays are graded according to the Academy's Grade Based Assessment Scheme (GBA). At the end of the Practical Skills Week the OSATS will be graded according to this scheme. Your Clinical Cases will also be graded under the summative grading process.

2.2 Grade Based Assessment scheme (GBA)

All assessments are marked according to a marking scheme which is specific to that assessment. These marking schemes are known as rubrics. The rubric for each assessment can be downloaded from Canvas, on each assignment question page. This ensures that students know exactly what is expected of them for every graded assignment. The marking rubrics are all related to the module's Learning Outcomes. The Learning Outcomes for each module are listed in the Module Specification (available in the Student Zone and on the course website: pgcert-implantology.com)

As the Grad Cert (Imp Dent) is a Level 7 award a pass mark of 45% must be achieved in each module. The grade classification boundaries can be accessed within Canvas.

2.3 Grade Based Assessment classifications and grade bands

Classification	Grade bands
Distinction	Exceptional Distinction Very High Distinction High Distinction Mid Distinction Low Distinction
Merit	High Merit Mid Merit Low Merit
Pass	High Pass Mid Pass Low Pass Minimum Pass/Capped Mark
Fail	Marginal Fail Mid+ Fail Mid Fail Fail Non-submission/Penalty/No Academic Merit

2.4 External Examiner

An External Examiner is appointed by EduQual.

3. COURSE STRUCTURE

3.1 Course structure

The Grad Cert (Imp Dent) is a 1-3 years part time course. The PGCert, upon completion, provides 60 academic credits. The table below illustrates the awards.

Credits	**Award**
60	Postgraduate Certificate Postgraduate Certificate with Merit Postgraduate Certificate with Distinction

3.2 Modules

The full specification for the modules can be found in the Module Specification (accessed from the course website and the Student Zone)

CREDITS	MODULE
15	Patient Assessment, Diagnosis & Treatment Planning
15	Preclinical Practical Skills
15	Implant Prosthodontics & Occlusion
15	Clinical Cases

3.3 Hours of study

Each credit requires 10 hours of notional learning. This consists of time spent at the Practical Skills Week, time spent on the online modules and private study.

Each module equates to 200 notional learning hours. Hence the entire Grad Cert (Imp Dent) course requires 600 notional hours to complete.

3.4 Attendance

You are expected to participate in the online discussions for each weekly session. You are also required to attend each full day of the Practical Skills Week.

We may consider you as withdrawn from the course if you do not participate in the online weekly sessions for 4 weeks or more unless you have been granted leave of absence. In such circumstance the date of withdrawal will be your last day of participation.

3.5 Practical Skills Week

The Implant Institute will allocate you a location and date for your Practical Skills Week.

4. Teaching and learning

4.1 Expertise of staff

The Course Team is led by an implant dentist with extensive experience in implant dentistry and postgraduate teaching, who is a Fellow of the Royal College of Surgeons of England. Teaching is supplemented with other experienced clinicians who act as tutors and examiners. Clinical supervision is provided by experienced mentors with a proven track record in the successful use of clinical techniques and approaches in the primary dental care environment.

4.2 Approved Prior Experiential Learning (APEL) Exemption

Students who have proof of implantology training in accordance with current GDP/FGPD(UK) guidelines and have treated more than 20 dental implantology cases independently, may apply for exemption from the need to treat patients under the direct supervision of an Accredited Local Mentor for the Clinical Cases Module.

4.3 Referencing

For all weekly Discussion Posts and essays, you will be expected to reference correctly. The main purposes of referencing are as follows:

- to acknowledge the sources of information that you have used
- to indicate to the reader the range and scope of your literature review
- to enable the reader to find the sources easily and quickly.

For all assignments we will expect you to use the **Harvard** referencing system.

Further details on the use of Harvard referencing, and the avoidance of plagiarism, will be provided during your course.

4.4 Confidential material

Please remember your ethical, professional and legal responsibilities to respect confidentiality and maintain the anonymity of patients, individuals and organisations within any assignments submitted. It is especially important that you ensure that patients data is anonymised or removed from all work submitted as part of your taught programme. In addition, patients should clearly give informed written consent to them being part of any portfolio of work that you might submit.

4.5 Dealing with difficulties in meeting assessment deadlines

Assignments must be submitted no later than the date on your assignment instructions. If you anticipate that you will have difficulty in meeting assessment deadlines must report this at the earliest possible opportunity to the Course Director.

Authorisation of the late submission of work requires written permission. The Academy can give permission for one extension period of between 1 and 10 working days where appropriate evidence of good reason has been accepted and where submission within this timescale would be reasonable taking into account your circumstances.

We aim to let you know if the extension has been granted within 5 working days of the receipt of the request.

If you are unable to submit work within 10 working days after the submission date due to verifiable extenuating circumstances, you may submit a case for consideration in accordance with the Academy's Policies and Procedures on Extenuating Circumstances. This policy can be downloaded from the Student Zone (cadi-studentzone.com).

4.6 Extenuating circumstances

Some students face significant events in their personal life that occur after their course has started, which have a greater impact on the students than can be solved by the use of an extension. If this applies to you, the Academy is ready to support you both with regard to your course and your personal wellbeing.

A Notification of Extenuating Circumstances (NEC) form allows you to inform the Academy that your academic performance has been affected by circumstances beyond your control.

Although you may submit an NEC at any time of year, please note that the timing of this notification is important. You must refer to the relevant regulations for more information on the timing of NECs.

If your NEC is upheld, then you may be granted an extension, or you may be offered the chance to attempt the assessment (e.g. exam) at the next assessment point.

Further fees may be payable if an extension is granted or the assessment is taken on a future date.

Further information about Extenuating circumstances is available from the Student Zone (cadi-studentzone.com).

4.7 Late submissions

If you submit work late and unauthorised, a universal penalty will be applied in relation to your work.

Essays submitted late will incur a penalty of 5% for each day, or part day, beyond the submission deadline.

If you are making a first attempt at a module and submit assessed work after the submission date (and specified time), the work will be marked if submitted within five days of the submission date (subject to the 5% penalty for each day or part day past the deadline).

If you are making a first attempt at a module and submit work after the second deadline (i.e. five days after the official deadline), a zero grade will be awarded and examiners will only comment on the work for learning purposes and return it to you with a zero grade.

If you are making a referred or repeat attempt at a module you must submit work by the submission date and will not be allowed a second deadline. Work received after the submission date will be awarded a zero grade. Examiners will only comment on the work for learning purposes and return it to you with a zero grade.

Essays are checked for plagiarism by Turnitin.

4.8 Feedback Following Assessments

The Academy is committed to giving you clear, legible and informative feedback for all your assessments. You are expected to review and reflect on your feedback and learn from each experience to improve your performance as you progress though the course.

You will be provided with feedback for in-module formative and summative elements of assessment which contribute to a module within 30 working days of the scheduled submission deadline date. Feedback may be oral, written, supplied by video file, or a combination of these methods.

4.9 Cheating, plagiarism, collusion or re-presentation

You are required to sign a declaration indicating that individual work submitted for an assessment is your own.

If you attempt to influence the standard of the award you obtain through cheating, plagiarism or collusion, it will be considered as a serious academic and disciplinary offence as described within the Academic Irregularities Policy (downloadable from the Student Zone).

• Cheating is any deliberate attempt to deceive and covers a range of offences described in the Assessment Policy Handbook (downloadable from the Student Zone).

• Plagiarism describes copying from the works of another person.

• Collusion is an attempt to deceive the examiners by disguising the true authorship of an assignment by copying, or imitating in close detail another student's work - this includes with the other student's consent and also when 2 or more students divide the elements of an assignment amongst themselves and copy one another's answers. It does not include the normal situation in which you learn from your peers and share ideas, as this generates the knowledge and understanding necessary for each individual to independently undertake an assignment; nor should it be confused with group work on an assignment which is specifically authorised in the assignment brief.

• Re-presentation is an attempt to gain credit twice for the same piece of work.

All essays are checked for plagiarism by Turnitin software. This software will be available for you on Canvas throughout your course, so that any assignment can be submitted, and the results seen by yourself.

The process of investigation and penalties that will be applied can be reviewed in the Assessment Handbook. If an allegation is found to be proven then the appropriate penalty will be implemented:

A referral may be made to the appropriate regulatory body for their consideration of suspected dishonest conduct.

5. POLICIES

5.1 Program Policies

All policies can be downloaded from the Student Zone (cadi-studentzone.com). You are strongly advised to read all policies. The following policies are available to download include:

Academic Appeals

Academic Irregularities

Academic Irregularity Appeals

Approved Prior Learning (APL and APEL)

Assessment

Attendance Policy

Complaints

Equality & Diversity

Examination Procedures & Regulations

Fitness to Study

Notification of Extenuating Circumstances

Student Code of Conduct

Privacy Notice

Request for Reconsideration (R4R)

5.2 Complaints

The Academy recognises that there may be occasions when you have cause for complaint about the service you have received, when this happens, the complaints procedure is intended to provide an accessible, fair and straightforward system which ensures as effective, prompt and appropriate response.

The Complaints procedure can be downloaded from the Student Zone