

## Instruction

# How to Apply for ICOI Diplomate



## Ensure You Are an Active Member and Have an ICOI Fellowship or Mastership

There are no prerequisites to become a member.



## To Become a Member

1. Go on to the ICOI website, [www.icoi.org](http://www.icoi.org)
2. Click the white membership button.
3. This will take you to another page called "Join ICOI", where you choose between a U.S., Canada or International Membership.
4. After choosing, it will take you to a page to fill out all the required information to join ICOI.
5. You will need to pay a membership fee that varies based on your category.

*\* And your membership will be processed within a few days.*

## To Apply for an ICOI Fellowship

Follow the narrative:  
ICOI Fellowship Application Narrative.



## To Apply for an ICOI Mastership

Follow the narrative:  
ICOI Mastership Application Narrative.



# After Ensuring You Are an Active Member of the ICOI and Hold a Fellowship or Mastership

Follow these steps to apply for ICOI Diplomate

1

## Go to the Diplomate Page

Go to the home page, [www.icoi.org](http://www.icoi.org), click the drop-down button called "Credentialing", then click on the Diplomate button.

or

Follow this link:

<https://icoi.world/icoi-diplomate/>

2

## Ensure That You Have the Required Prerequisites

1

### Have completed and submit 120 implant cases:

- I. Members that place implants must have 120 or more individual implants at least three years old from date the implant was restored.
- II. Members that place and restore implants must have 120 or more individual implant AND ancillary procedures with restoration that are at least three years old.

2

### Submit 20 cases (from the 120) that are fully documented in detail:

- I. Ten cases must be at least three years old and show diversity in procedures.
- II. Ten cases must be of an advanced nature.
- III. Submit two cases that have been in function for at least three years and one recently completed cases to be prepared for an oral presentation and examination using the templates available.

3

Have completed 250 continuing education hours (in person or online, attended or teaching) within the preceding five years.

4

Have completed either (1) authored or coauthored a published article or case report or (2) presented at least two lectures or tabletop presentations at an ICOI event within 5 years.

5

Provide two letters of recommendation from ICOI Diplomates or members of the ICOI Advanced Credentialing Committee.

6

Submit a current CV.

7

Obtain a passing grade on the written examination.

8

Obtain a passing grade on the oral examination.

*\* Continued on the next page*

3

### Find and Print the Application

1. Make sure you log in using your ICOI member login to validate your membership before proceeding.
2. Scroll further and find the “**Three Simple Steps**” to apply for an ICOI Diplomate.
3. Find the application by clicking on the button called “**Print Application**” under the first step.
4. Print out the ICOI Diplomate application form.

4

### Fill Out the Form and Prepare Your Documentation

You will need:

- Detailed case documentation, including radiographs and photographs.
- Proof of completion of implant education.
- Two letters of recommendation from ICOI Diplomates or members of the ICOI Advanced Credentialing Committee.
- Current curriculum vitae/resume.

5

### Submit Your Application

Submit your application along with all documentation. A fee of **\$1250 USD** is required.

*\* After submitting your application, documentation and fee, please allow **8 weeks for your application to process.***

## Good Luck!

We hope to see you at the ICOI Awards Ceremony soon!



## EXTRA NOTES



### CERTIFICATE

If successful, a Diplomate member must attend an ICOI event to be awarded their credentials within three years of approval.



### Maintain Your Status

Diplomates must attend at least one ICOI sponsored or co-sponsored meeting every three years and complete 150 hours of implant education within next 5 years of becoming a Diplomate.