

Admission Requirements

High school diploma or GED. Once a student graduates and a spot becomes available then a new student may start the course.

Class Schedule/Hours

Tuesday or a Wednesday or a Thursday from 9-5 pm

Open Enrollment. Classes will be filled on a first come first served basis and can be started at any time. The course is a combination of classroom/lab, and home study. Classes can be scheduled once a week, and/or twice a week, over a period of (5 to 6) sessions on day that you chose. If these times are not suitable, I will try to accommodate special needs upon request. For students coming from out of town, Hotel accommodations can be set up, at the Comfort Inn, which is about 1 mile from the school. Indoor pool, exercise room, and continental breakfast is included.

School Holidays

Easter week, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the Friday after. Cindy's Canine Companions will be closed from Christmas Eve to the day after New Year's. We may also be closed during educational/trade shows.

Attendance

I will do customized class schedules. Classes will have breaks. If you are in the all-day sessions, please bring a lunch. You may bring snacks and drinks as well. There are 2 close restaurants nearby. If you cannot make a class for any reason please call and let me know so we can make arrangements to make up the class. If the weather is bad, I will call and cancel class. If for any reason you feel uncomfortable traveling due to weather conditions, please do not put yourself at risk, just call to reschedule the class.

Dress Code

Dress is casual and comfortable. Students must be clean and present a professional appearance. No open toed shoes will be permitted.

Special Cases or Leave of Absence

In case of prolonged illness, death in the family or close relations or other circumstances that would make completing the program a hardship, Cindy's Canine Companions will make every effort to help the student to complete the program at a later date that works for the student and Cindy's Canine Companions.

Conduct and Dismissal

Disorderly or inappropriate conduct, which includes but is not limited to, mishandling or mistreatment of pets, abusive language, misuse of equipment, or other inappropriate behavior are cause for dismissal.

School Probation Policy

Two continuous weeks of failing grades or unsatisfactory progress during the Lab portion of the course, stated within weekly/bi-weekly progress reports would determine if the student will receive their certificate. The student will be given the option to extend their study time

for another 2 weeks with Cindy's Canine Companions at no further expense to the student. If at the end of the 2-week period, there is not enough improvement, the student will not receive their certificate; however, consideration will be given on a case-by-case basis. If the director determines that the student needs more time than the extra 2 weeks the student or supporting agency will agree to pay 50/hr for further education up to 16 extra hours. If at the end of this time the student still shows no real improvement the student will not be awarded a certificate.

Grading and Progress Reports

Progress reports are completed either weekly or biweekly for the students to review. The review will cover the hands-on part of the course; take home lessons, and quizzes. Students must maintain a C average to receive their Certificate of Completion. Passing will be based on the traditional grading system:

93-100 = A	70-79 = C
80-92 = B	60-69 = D

Dogs

You will need to bring a dog with you to class unless other arrangements are made in advance. Those of you who are traveling and need housing for your dogs I will provide it at no extra charge. I can also provide dogs for your use when given enough time to make arrangements. The best dogs to bring are those who need to be clipped. I want you to feel comfortable with your clippers. A good way to locate dogs for use in your class is to advertise "Free Grooming" in your local paper or hang a sign up in the local market. You will be amazed at how many people will hand over their prize pet to a complete stranger when it's for free. If you have any questions regarding acquiring dogs, please call me.

Facilities

The course is held in a professional grooming salon, which contains the most up to date equipment and supplies that the industry provides. The school has hydraulic grooming tables, forced hair dryers, and state of the art clippers vac systems, with the focus on ergonomics.

Job Placement

Cindy's Canine Companions cannot promise job placement, but will share leads whenever possible. Occasionally we receive request from grooming facilities, kennels, veterinarian offices, looking for groomers and bathers.

Credit for Previous Education, Training, or Experience

Cindy's Canine Companions may award credit for previous education, training or experience. Tuition peroration will meet the weeks of training the school requires the student to graduate. It will be at the discretion of the Director.