

BARKING SPA INC. ACADEMY OF PET GROOMING
CATALOG



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**PROFESSIONAL PET GROOMING TECHNIQUES AND SERVICES
PROGRAM: 10 days and 20 days**

PROGRAM OBJECTIVE:

To prepare, teach, and educate students in the fundamentals of professional pet grooming. Upon successful completion of the program and meeting all course requirements the graduate will become a professional pet groomer assistant/pet groomer. The graduate will be able to work in a salon, or own and operate his or her own pet grooming business. Upon successful completion of the program and meeting all course requirements and financial obligations the student will be issued a certificate/diploma.

PROFESSIONAL PET GROOMING TECHNIQUES AND SERVICES PROGRAM DESCRIPTION:

The program is designed to teach the fundamentals of pet grooming, using lectures and hands-on techniques. The students will learn how to groom dogs, and to recognize the breed standards for dogs listed in the seven American Kennel Club (AKC) groups. The students will learn to work in a pet grooming salon, as well as learn the professional development techniques required to own and operate their own pet grooming business. The 10 day and 20 day program is made up of 4 courses. Each course contains skill sets that when put together will allow one to operate as a qualified pet groomer assistant/pet groomer.

Pet Groomer Assistant Program

Topics will include:

- Orientation
- Safety in the workplace
- Safely handling dogs and restraint techniques
- Equipment
- Shampoos and conditioners for different coats and skin conditions
- Recognizing skin conditions
- Recognizing parasites
- Sanitation and sterilization of equipment
- Recognizing the American Kennel Club (AKC) breed groups and standards.
- Bathing techniques
- Brushing and fluff drying
- Brushing and dematting
- Clipping and filing nails
- Plucking hair from ears and proper ear cleaning
- Brushing teeth
- Shaving paw pads
- De-shedding on single coat and double coated breeds
- Shaving privates or sanitary areas

Full Time Pet Grooming Program

Will cover everything under the Assistant Program and extensive demonstrations and practice setting patterns and hand scissoring on various breeds of dogs.

Cover the business aspects of the pet grooming industry.

- Working in a salon
- Starting and operating a grooming salon: both mobile and storefront
- Shop equipment
- Hiring staff
- Advertising
- Building clientele
- Business expenses

Program Schedule of Class Starting and Ending Dates

Class Hours:

8:00 am - 4:00 pm Tuesday-Saturday. Classes may start anytime, call for availability. Saturdays are mandatory, there is no option for making up missed Saturdays.

School Holidays: The school will be closed for the following holidays:

January 1st-2nd	New Years Day
	Easter Day
	Memorial Day
	4th of July
	Labor Day
	Halloween
	Thanksgiving Day
December 24th-26th	Christmas Break

Entrance Requirements or Prerequisites:

Must be 18 years of age; otherwise parental/guardian consent, approval and signature is required. No prior experience in the grooming industry is necessary. Barking Spa Academy of Pet Grooming does not discriminate against race, gender, age or religion. Because of the physical work involved with grooming, the job may not be suitable for someone with certain physical limitations or handicaps.

Tuition and Fees: 10 Day Program

Registration Fee (non-refundable)	\$ 50.00
Program Tuition	2,400.00
Equipment Kit *	534.89
	35.44 (6.625 sales tax on equipment kit)
	\$3,020.33

Tuition and Fees: 20 Day Program

Registration Fee (non-refundable)	\$ 50.00
Program Tuition	4,000.00
Equipment Kit *	1,075.36
	71.24 (6.625 sales tax on equipment kit)
	\$5,196.60

Equipment kit will be provided by the school or you may purchase yourself. If you choose to buy on your own the kit and tax will be subtracted from the total balance.

Cancellation and Refund Policy:

- Cancellation must be made in person or by certified mail
- All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment within 30 business days
- Cancellation after the third (3) business day, but before the first class, will result in a refund of all monies paid within 30 business days with the exception of the registration fee and the tool kit. You will pick up the tool kit at the school and you will be responsible to return it.

Termination Policy:

A student may be dismissed, at the discretion of the Administrator of Barking Spa INC., Academy of Pet Grooming, prior to completion of the program. Reasons for termination include, but are not limited to the following:

- Insufficient progress (not maintaining a 75% average and/or not maintaining a “Pass” Basis in clinical/skills/lab)
- Failure to comply with all rules
- Nonpayment of tuition under terms agreed upon with Administrator of Educational Grooming Academy

Rules and Regulations:

- The dress code is casual, however, personal appearance should project a professional image. Smocks should be worn over clothing for protection. No open toe shoes or high heels are allowed.
- Excessive absences are grounds for suspension or dismissal. Two or more absences (respectively) are considered excessive.
- Students must be on time for class each day. Suspension or dismissal may result if a student is excessively late for class.
- Unsatisfactory conduct will not be tolerated; includes but is not limited to using profanity and disrupting class. A student may be dismissed for using unsatisfactory conduct.

Attendance Policy:

These are very short programs. There is no excuse for excessive absences. With a doctor's note the student will be able to make up one or two absences for each course. For the Pet Groomer Assistant's Program no more than one absence will be allowed and to be made up by the student. For the Full Time Pet Grooming Program no more than two absences will be allowed and to be made up by the student.

Leave of Absence Policy:

The school officials must approve leave of absences. If a student must take a leave of absence during a session, they may return at a later session within 6 months of their original start date to complete the course at no additional charge.

Grading Scale:

Hands on Grooming - to be evaluated by instructor	75% of total grade
Written Tests and Quizzes - Graded by instructor	15% of total grade
Attendance	10% of total grade

Student Services:

Upon successful completion of the program, the school will assist each graduate with job placement, at no additional charge. There is no guarantee of job placement, directly or indirectly implied. A certificate/diploma will be issued to each student who successfully completes the program and satisfies all requirements.

PET GROOMER ASSISTANT PROGRAM

Tools and Equipment Required:

5 Speed Andis Excel Clipper w/#10 Blade	242.60
1 Metal Comb	9.29
1 Curved Slicker Brush	8.99
1 Quick Stop	24.99
1 Nail Clipper	13.49
1 Small Nail Clipper	7.99
1 Hemostat	7.99
1 R7 Ear Powder	6.39
1 Clipper Cool	8.79
1 Smock Set	46.78
1 Flea Comb	4.69
1 Grooming Bag	29.99
1 Pedicure Filer	52.99
2 Cologne	13.98 (6.99 each)
1 Small Scissors	34.99
1 Ear Cleaner	9.99
1 Massage Rubber Brush	8.97
1 Pedicure Brush	1.99
TOTAL EQUIPMENT	534.89
6.625% Sales Tax on Equipment	35.44
TOTAL: EQUIPMENT PLUS SALES TAX	570.33

FULL TIME GROOMING PROGRAM

Tools and Equipment Required:

5 Speed Andis Excel Clipper w/#10 Blade	242.60
1 Andis #3 Blade	34.27
1 Andis #4F Blade	26.50
1 Andis #5F Blade	23.54
1 Andis #7F Blade	21.50
1 Andis #30 Blade	19.40
1 Set of 5 Scissors	189.99
1 Metal Comb	9.29
1 Curved Slicker Brush	8.99
1 Quick Stop	24.99
1 Large Nail Clipper	13.49
1 Hemostat (straight)	7.99
1 R7 Ear Powder	6.39
1 Clipper Cool	8.79
1 Set of Snap on Combs	34.99
1 Smock Set	46.78
1 Flea Comb	4.69
1 Grooming Toolcase/Wheels	109.99
1 Pedicure Filer	52.99
2 Cologne	13.98 (6.99 each)
1 Small Nail Clipper	7.99
1 Small Scissors	52.99
1 Liquid Bandage	17.29
1 Ear Cleaner	9.99
1 Massage Rubber Brush	8.97
1 Pedicure Brush	1.99
All Breed Dog Grooming Guide*	74.99
TOTAL EQUIPMENT	1,075.36
6.625% Sales Tax on Equipment	71.24
TOTAL: EQUIPMENT PLUS SALES TAX	1,146.60

*Required Textbook:

All Breed Dog Grooming, Step-by-Step Illustrated Instructions, T.F.H. Publications, Inc.