

Participation in the ASPCA Spay/Neuter Alliance's (ASNA) Veterinary Assistant Course (VAC) will be contingent on your compliance with the terms of this agreement and any additional rules and regulations of the training facilities that may be provided to you from time to time. Violation of this agreement will be grounds for program dismissal:

**GENERAL**

1. The policies and protocols of the ASNA administration and medical department must be observed and adhered to;
2. The student has read through and understood the VAC course descriptions and schedule, as described on the ASNA website;
3. The student acknowledges and agrees that completion of this program will NOT result in the student becoming a Registered Veterinary Technician;
4. The student understands that due to the nature of our business, patient availability can fluctuate due to forces out of our control (such as inclement weather), though we always endeavor to supply our students with a steady patient flow, wherever possible;
5. Firearms are prohibited on campus;
6. Open flames (candles, incense, etc.) are prohibited on campus;
7. Alcohol is prohibited on campus, and controlled substances maintained by ASNA in the course of ASNA's business may not be handled or in any way accessed by any student in the program;
8. Illegal activity of any kind is prohibited on campus;
9. The student understands that ASNA may use any photographs or videos taken of them, or statements made by them, during the program, or regarding the program, for their promotional/grant-writing purposes, including inclusion in social media platforms, and the student hereby consents to such usage;
10. The student warrants and represents that s/he is at least eighteen (18) years of age.

**STUDENT EXPECTATIONS**

11. The student is expected to maintain an open mind and an inquisitive attitude;
12. The student understands that all patients will be treated humanely at all times, and all patient interactions will be supervised by VAC personnel;
13. Timeliness is imperative for program function. Students are expected to be to class on time;
14. Students will be allowed up to two excused absences from class, provided they make arrangements with the Lead Instructor to make up the classes. More than two absences may result in program dismissal;
15. Unless advised to the contrary with respect to any particular class session, scrubs and close-toed shoes should be worn to all classes and labs, and it is the student's responsibility to purchase that attire;

16. The student understands that dangling jewelry and/or strong personal scents can be deleterious and/or dangerous to the learning environment and that should not be worn to class/labs;
17. The student is responsible for providing his/her own transportation;
18. The student understands that the fee(s) for the VAC must be paid in full prior to the first day of class;
19. The student understands that partial or full payments may not be refunded if the student decides not to begin or complete the VAC, or if the student is dismissed from the VAC for any reason, including but not limited to violation of this agreement or any other rule or regulation provided to the student.

#### **STUDENT INFORMATION**

20. Emergency contact information must be provided to the ASNA administration;
21. Reasonable wear and tear of ASNA property is expected. The student is responsible for excessive and unreasonable damage of ASNA property;
22. The student understands that s/he may come in contact with various chemicals and anesthetics during their course of study and assumes any and all risk associated therewith;
23. The student understands that s/he may come into contact with fractious animals during their course of study and assumes any and all risk associated therewith.

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Name (Printed)

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Signature