



Dirty Dogs Spa School of Grooming

Dirty Dogs Spa School of Grooming is dedicated to the teaching, training, and advancement of individuals concerned with the care, maintenance, and appearance of animals. To accomplish this, students are given extensive training, with close supervision, while actually grooming pets at Dirty Dogs Spa. This "hands-on" approach allows students to apply knowledge and perfect the skills, resulting in a rapid progression from basic bathing and brushing to a complete professional groom.

Class size is limited to ensure the individual attention each student requires. Programs are designed to proceed at the student's pace, depending upon the learning style of the individual student. Our goal is to educate and train students to be the finest groomers possible, to be competent and confident members of the pet grooming industry, and to uphold its professionalism.

OBJECTIVE

This course is designed to provide the necessary knowledge and skills to prepare the student to obtain future employment as a Professional Pet Groomer. This course may also prepare the student for the management of a grooming salon.

COURSE DESCRIPTION

This course concentrates on all levels of grooming, with an emphasis on the finished appearance of the pet. The entire Bather / Brusher Program course is included as a part of the Professional Pet Grooming Program. In addition, scissors techniques in layer cutting, thinning, and line cutting are included in the skills taught and practiced. The students will also master an understanding of breed standards, as well as the ability to provide fine creative grooming for mixed breeds.

Students will complete an extensive study of dog breeds, and conduct in-depth research of temperament, structure and movement. Pet First Aid and CPR as well as practical experience in dog obedience is also included.

Bather / Brusher Program

The Bather/Brusher Program is designed to teach a student skills and techniques required to properly prepare a pet to be professionally groomed. This is a good course to decide if you would like to become a dog groomer.

80 hours -- Monday, Tuesday, Wednesday and Thursday 9 am – 5 pm

Prerequisite - High school diploma or GED certificate, and a genuine love of animals.

Part I Classroom 20 hours – via-video at salon or online - Anatomy, breeds, safety, parasites, proper techniques. Upon successfully completing and passing with 80% or better each section of this section the student will then move to Part II.



Part II Hands-On 60 hours - Applying the techniques of proper brushing, de-matting, bathing, drying, nail clipping, ear care, teeth care

Upon completion, the student will receive a certificate as a "Groomer Assistant"

Required - Books & Reading Materials

Notes From the Grooming Table, Melissa Verplank

The Theory of Five, Melissa Verplank

Complete Dog Book, the American Kennel Club, Newest Edition

Canine Terminology, Harold R Spira

Cesar's Way, Cesar Milan

Basic Groomer Program

160 hours - Monday, Tuesday, Wednesday and Thursday 9 am – 5 pm

Prerequisite - Bather / Brusher Program

Part I Classroom 20 hours. Breed specific grooming techniques. Upon successfully completing and passing with 80% or better each section of this section the student will then move to the Part II.

Part II Hands-On 140 hours. Applying and perfecting the techniques learned, working with clients in determining the proper style for each pet

Upon completion, the student will receive a certificate as a "Pet Groomer"

Required - Books & Reading Materials

Notes From the Grooming Table, Melissa Verplank

The Theory of Five, Melissa Verplank

Complete Dog Book, the American Kennel Club, Newest Edition

Canine Terminology, Harold R Spira

Cesar's Way, Cesar Milan

Salon Work Book

Required - Equipment

2 Universal Slicker Brushes – 1 large & 1 small

2 Nail Trimmers

Large (Miller Forge recommended)

Medium

Styptic Powder

Ear Powder

Hemostats – non-locking (curved or straight)



Detangler Spray (such as Quicker Slicker)
Spray Disinfectant
Greyhound Comb – 7 ½ “ to 8”
Matt Breaker
Flea Comb
Rubber Curry
Andis 2 Speed Clipper—Includes Blade #10
Blades 15, 30, 7F, 5F, 4F, 3 ¾ F
Snap-on Combs
Blade Wash
Grooming School Tool Bag
Grooming School Smock
Scissors: 5 1/2 Curve, 5”-6” Straight, 8” Straight, 8” Curve, Thinning shears

Anyone interested in applying to Dirty Dogs Spa School of Grooming is encouraged to visit the school and meet with the director before enrolling. Although a visit is not required, it will not only give the prospective student an opportunity to meet with the director, and examine the facility, but will also provide a demonstration of the skills and knowledge required to succeed in the pet grooming business. This will assist the prospective student in making a decision about pursuing a career in this field. The visit may be scheduled on any regular business day, from 8:00 a.m. to 5:00 p.m. Please call in advance for an appointment, so the director can plan adequate time for an informative meeting. After the decision to apply has been made, the prospective student must submit the appropriate application forms, copy of High School Diploma / GED certificate, along with the \$100 registration fee. Copies of the necessary forms can be found online at www.dirtydogsspa.com/groomingschool.html, via email at GroomingSchool@dirtydogsspa.com, or by telephone (919) 453-0765.

REGISTRATION AND ENTRANCE REQUIREMENTS

Students should possess a genuine love for animals and High School Diploma or GED certificate. All students must be at least 18 years of age, be in good health and current with their Tetnus vaccinations, (a signed proof from your doctor must be provided). You must be able to stand for 8 hours and be able to lift animals of 50 lbs or larger in to the bathing tub. The academy will review the prospective student's application and qualifications, after which the student will be notified as to the status of his / her acceptance.

Upon acceptance the student has 7 days to make deposit for the class and to place their order for grooming tools (as needed for the class). The student must be drug free and must be clean, neat, and dressed appropriately for work which includes closed toe shoes, no exposed undergarments, and no piercings that could pose a hazard upon interaction with a pet during grooming.

CREDIT FOR PREVIOUS EDUCATION, TRAINING, OR EXPERIENCE

We do not accept transfer credit nor allow credit for prior education, training, or experience.



STUDENT ORIENTATION

The first day of class will be a review of the rules and expectations of the school. Students must wear casual clothing and comfortable non-skid shoes. During orientation you will:

- A. Tour the Salon
- B. Care of Salon equipment
- C. Dress Code
- D. Salon rules, expectations and behavior
- E. Animal handling

START DATE AND ENDING DATE

Students will be expected to complete the class within 8-12 weeks after their start date assuming no approved absences or other extenuating circumstances have occurred. The class should not last longer than 6 months.

TUITION CHARGES:

Deposit for all classes	\$ 100.00
Bather / Brusher Program	\$ 600.00 (does not include grooming tools)
Basic Groomer Program	\$ 1550.00 (does not include grooming tools)
Salon Management Program	\$ (coming soon)
Grooming Equipment*	\$ 700.00 (not including tax and shipping)
Books	\$ 200.00
Pet First Aid & CPR	\$ 130.00 (not required but highly recommended)

*Grooming equipment quote is based on the recommended tools from the provided list and may vary based on students wants, needs and current price from suppliers.

REFUND POLICY

Refunds are described below

Deposit	Non-Refundable
Grooming Equipment	Non-Refundable
Withdrawal Prior to 1 st day of class	100% refundable less deposit
1 st day of class	50% refundable
2-3 days after start date	25% refundable
4th day of start date	Non-Refundable
Any termination due to excessive absences or tardiness	Non-Refundable

WITHDRAWAL POLICY

All withdrawals must be done in writing and presented to the director – Vanessa Davis

NON-COMPLETION and NON-COMPETITION

Any student whom is enrolled in this course shall not be employed as a groomer or provide grooming services for any compensation until a certificate of completion is obtained from this course.

If a student does not receive a certificate of completion from this course, the student agrees that student WILL NOT seek employment as a groomer, directly or indirectly or operate, own or participate in a grooming business anywhere within a 100 (one hundred) mile radius of Wake Forest, NC for a period of



One Year from the time that the student drops out of the course. Student MAY NOT AT ANYTIME communicate or divulge any information pertaining to the accounts or customer of Dirty Dogs Spa to individuals, companies or persons whom are in the grooming business or whom are competitors of Dirty Dogs Spa. Students shall not solicit clients of Dirty Dogs Spa at any time during or after being a student of Dirty Dogs Spa School of Grooming.

GRADES

Each student will watch a series of videos and pass each corresponding test with a grade of 80% or better prior to proceeding to the next level. Upon successfully completing the video series the student will proceed with the hands on section of the class.

The hands on section of the class will consist of the student successfully grooming client's dogs to the desired style as set by the client. To complete this section the student must display proficient skills at selecting the proper shampoos and conditioners needed for bathing, proper drying, brush outs and dematting, blow-outs, clipping, scissoring and ear, nail and teeth care.

ATTENDANCE AND TARDINESS

Each student must attend class as scheduled. Excessive absences (2 no shows or no calls) or excessive request to leave early will result in termination. More than 5 absences (excused or unexcused) will result in termination. A medical excuse signed by a doctor must be presented for a consideration of waiver of this policy.

Excessive tardiness resulting in 5 or more days will result in termination.

Students are required to fulfill all of the designated hours of this program to receive the certificate. Any re-entrance to a student who has been put on probation is at the sole discretion of the director. Any tardy or missed class time must be made up within 7 days of missed class.

SCHOOL CALENDAR

Dirty Dogs Spa does not follow a traditional academic school calendar. School is based on students' individual needs. Hours will be scheduled based on the dogs' availability and students' ability to schedule clock hours. Dirty Dogs Spa will work with each student to compose class hours that work for the student.

Weather may be an important factor and class may need to be cancelled. The safety of our clients, their animals, and the students must be of primary concern. You will be given a number to call for updated hours based on weather conditions.

Dirty Dogs Spa will observe the following holidays: New Year's Day, Easter, Easter Monday, Memorial Day, July 4th, Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve, Christmas Day, day after Christmas, New Year's Eve



STUDENT CONDUCT

Student Conduct and Conditions for Dismissal:

Students are expected to act in a professional manner toward the instructor, the client, and the dogs being groomed. The following may result in disciplinary action, including suspension or dismissal:

- ANY cruelty to our animals
- ANY use of drugs or alcohol during or before class
- ANY inappropriate conduct towards clients.
- ANY theft or deliberate destruction of school property.
- ANY physical aggression towards clients, instructor, other students or staff.

RULES

1. Absolutely no animal cruelty.
2. No physical contact with any other persons in a malicious or sexual manner.
3. No foul language.
4. No theft or destruction of property.
5. No weapons are to be brought on site.
6. Student is to attend class alone.
7. A student may NOT bring a dog to class to be groomed during scheduled class time.
EXCEPTION: IF student is making up missed hours. The dog MUST be preapproved by the director prior to bringing the pet. The student WILL be responsible for the dog including; up to date shots, behavior management and safety of the pet and other pets at the salon.

COURSE GOALS

It is the goal of Dirty Dogs Spa School of Grooming to help students groom pet dogs and cats to their client's complete satisfaction and have satisfied return customers. Further it is our goal to help students understand the skills necessary to work for another groomer, veterinarian, or kennel.

Students wanting to open their own business we will assist them. A job placement letter of recommendation is available for all students who complete the program.

A job employment board will be placed at the salon with a list of available grooming positions. *this will be added in the near future



GRIEVANCE PROCEDURE

Any student who has a grievance with the school or an instructor should discuss the problem with the instructor and or director of the program.

CERTIFICATION

You will receive a certificate upon completion of this course. This program can be completed in as little as SIX (6) weeks depending on the individual students outside schedule and/or determination.

Requirements to obtain the certificate are as follows:

Bather/Brusher Program:

1. Completion of:
Thirty (30) hours for Bather/Brush Program.
2. Test scores of Good or better.
A -EXCELLENT --90% to 100%
B -GOOD --80% to 89%
C -AVERAGE --70% to 79%
D -BELOW AVERAGE --65% to 69%
F-FAILURE --64% and below
3. Bathing and Brushing of at least SIX (6) animals without teachers assistance.
4. Attendance: At discretion of the Director for missed days,

Basic Groomer Program

1. Completion of:
Thirty (80) hours for Bather/Brush Program.
One hundred twenty (160) Basic Grooming Program
2. Test scores of Good or better.
A -EXCELLENT --90% to 100%
B -GOOD --80% to 89%
C -AVERAGE --70% to 79%
D -BELOW AVERAGE --65% to 69%
F-FAILURE --64% and below
3. Grooming of at least twelve (12) animals without teachers assistance.
4. Attendance: At discretion of the Director for missed days,
5. A typed paper on a topic of student's choice as it relates to the world of dog grooming.

STUDENTS SIGNATURE: _____

DATE _____

SCHOOL DIRECTOR SIGNATURE: _____

DATE _____



DIRTY DOGS SPA SCHOOL OF GROOMING
929 HERITAGE LAKE ROAD • WAKE FOREST NC 27587
Email: groomingschool@dirtydogsspa.com phone: 919-453-0765

Student: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Email Address: _____

I am hereby enrolling in the following Pet Grooming Program and my enrollment is subject to the terms and conditions stated in this enrollment agreement.

Program Name: (Circle One) Bather/Brusher Program Basic Grooming Program

Proposed Start Date: _____

Tuition and Fees:

Registration Fee \$ 100.00
Books \$ 175.00
Grooming Tools..... \$ 700.00 (not including tax)

Tuition

Bather/Brusher Program.....\$ 600.00
Basic Grooming Program ...\$ 1,550.00

Total Cost

Bather/Brusher Program.....\$ 875.00 (grooming tools not required)
Basic Grooming Program ...\$ 2,425.00 (plus cost of grooming tools)

Payment:

All tuition and fees are due prior to the first day of class

Tuition and fee charges are subject to change at the schools discretion. Any tuition or fee increases will become effective for the school term following student notification of the increase.

Cancellation and Settlement policy

This enrollment agreement may be canceled within 3 calendar days after the date of signing provided that the director is notified of the cancelation in writing. If such cancellation is made, the school will promptly refund in full all tuition and fees paid pursuant to the enrollment agreement and the refund shall be made no later than 30 days after cancellation. This provision shall not apply if the student has already started classes.

STUDENTS SIGNATURE: _____ DATE _____

SCHOOL DIRECTOR SIGNATURE: _____ DATE _____



ACCEPTED _____

DATE _____

PAYMENT RECEIVED _____

DATE _____

CASH _____

CHECK # _____

MONEY ORDER _____