



Hill Country Campus

PROGRAM CATALOG

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The Global Leader in Canine Education

For more than a decade, the School for Dog Trainers at Highland Canine Training, LLC has been providing students the opportunity to learn from a proven curriculum that has led to developing industry leading trainers across the globe.

Special Notice

The statements set forth in this catalog are for information purposes only and should not be construed as the basis of a contract between students and Highland Canine Training, LLC.

While the provisions of this catalog will generally be applied as stated, Highland Canine Training, LLC reserves the right to revise all terms, provisions, policies, requirements, and procedures contained in this catalog. Every effort will be made to keep students advised of any such changes. Information on changes will be available in the Offices of the Registrar. It is especially important that students note that it is their responsibility to remain apprised of current requirements for their particular programs and to understand that they will be bound by and must comply with all terms, provisions, policies, requirements, and procedures contained in this catalog.

Highland Canine Training, LLC is an affirmative action/equal opportunity education institution and does not discriminate based on an individual's race, color, national origin, sex, sexual orientation, gender identity, religion, age, veteran status, ancestry, or any other legally protected classification in employment, admissions, or activities.

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MISSION STATEMENT

As an international provider of premier educational programs for students seeking to further their knowledge of dog training techniques and methods, we provide the knowledge and skills required to become successful, professional dog trainers.

HISTORY

Highland Canine Training, LLC was founded in 2006, as a full-service dog training facility in North Carolina. We offer a variety of dog training programs and courses through our School for Dog Trainers, obedience and behavior modification programs, service dog sales and training, police K-9 sales and training, protection dog sales and training, search and rescue dog training, as well as program offerings in specialty areas. Our School for Dog Trainers started offering programs in 2006 and that same year, hosted its first international student from Tokyo, Japan. Since, we have offered programs that have been sought out by industry professionals across the globe.

Based on considerable demand from our alumni and prospective students, in 2013 we developed our Service Dog Trainer Program and our Master Dog Trainer Program. In 2026, we are holding our 100th class at our school.



THE GLOBAL LEADER IN CANINE EDUCATION

For more than a decade, the School for Dog Trainers at Highland Canine Training, LLC has been providing students the opportunity to learn from a proven curriculum that has led to developing industry leading trainers across the globe. Over the years, our School for Dog Trainers has hosted students from more than 30 countries. We offer the most inclusive canine education programs available in the industry today.

Our School for Dog Trainers is unique in that we teach you a variety of ways to accomplish a task or skill with dogs. We don't simply teach students one singular method for training dogs. We place an emphasis on understanding and being able to apply operant conditioning principles as a foundation of becoming a professional dog trainer. We also focus on teaching students of our School for Dog Trainers other proven techniques of training dogs.

LOCATION AND FACILITIES

Our Hill Country Campus is located at 365 T Bird Lane, Utopia, Texas which is approximately 65 miles east of San Antonio, Texas and offers students a great setting for learning to become a dog trainer. Our state-of-the-art classroom facilities are designed with the student in mind and provide ample space for our small class sizes.

We use a variety of off-site locations for training; for example, our service dog students often train dogs in public places such as malls, theaters, shopping centers and other areas where these dogs will commonly work.

We offer complimentary airport pickup from our nearby international airport for anyone traveling to or from our school. San Antonio International Airport (SAT) is located about 75 minutes east of our facility and is a popular airport for many international flights.



COMPREHENSIVE PROGRAMS

Highland Canine Training, LLC Professional Dog Trainer School and certificate programs teaches everything you need to be a professional dog trainer. Our programs offer the most progressive and innovative methods of dog training to jump start or enhance your career as a professional dog trainer.

We offer comprehensive programs that allow you to focus on specialty areas such as service dog training, obedience, behavior modification, and more.

Regardless of your current skill level and experience working with dogs, our Professional Dog Trainer Programs have something to offer. Our goal is to meet the learning requirements of each individual student, and our programs can be customized to meet those needs.

CURRICULUM DEVELOPMENT

Our curriculum has been developed by industry experts to provide you with the necessary skills to become a proficient dog trainer in the areas of study. Our curriculum is regularly reviewed and updated to ensure that students are provided with the most current information in the industry. Our curriculum is also designed to provide the student with a variety of techniques that can be applied to accomplish their goals as a professional dog trainer.

EXPERIENCED INSTRUCTORS

Our staff of expert instructors are recognized leaders in the industry. Prior to being hired at our School for Dog Trainers, all our instructors are required to have ample training and field experience sufficient to meet state regulations in Texas where our school is licensed to operate. Because of their real-life experiences as dog trainers, they are able to convey invaluable information and techniques to students.

Our staff continuously strives to remain up to date on dog training techniques and methods in this ever-changing industry by regularly attending training programs, seminars and conferences.



ERIN PURGASON, BS, CPDT-KA OWNER

Erin is the owner of Highland Canine Training, LLC and has been a sworn law enforcement officer since 2002. She directs our obedience and behavior modification training programs and also assists with the training of dogs for police patrol, detection, and search and rescue. Erin also oversees our Assistance Dogs for Autism Program and assists with training dogs and working with their new families.

Erin has worked with animals in clinical settings since 1995 and has owned and worked with dogs all her life. Erin also has experience handling scent discrimination tracking dogs, including a bloodhound as a search and rescue dog handler.

JASON PURGASON, PRESIDENT

Jason is the President of Highland Canine Training, LLC. A reserve police officer and former Police Canine Handler, Jason conducts police canine handler programs as well as trainers' programs and all working dog training. Jason earned his Police K9 Instructors Certification and has trained canines in the areas of Narcotics Detection, Explosives Detection, Police Patrol, Urban Disaster, Scent Discrimination Tracking, and Cadaver Detection.

Jason has instructed seminars for Police Canine Handlers at NASA, the Pentagon Police, and for many other professional, government, and law enforcement teams across the world.

KIM CAIN, TRAINING DIRECTOR

Kim has a passion for working with dogs and people that is unmatched. The joy of watching people learn to communicate drives her to help as many dogs and dog owners as possible. Her experience with dogs and people makes her excel as the Training Director of the School for Dog Trainers at Highland Canine Hill Country Campus.

As the spouse of a 30-year retired United States Navy CMC she had to identify and hone skills that would allow her to develop her career with each new duty station they were assigned. She started with teaching fitness classes, which developed her ability to motivate others. She then moved to Real Estate Sales which developed her skills to negotiate, problem solve and provide exceptional customer service. As a property manager for six apartment complexes, she learned about building teams, and prioritization of tasks. Her role as Methods Improvement/Manpower Analyst taught her to get to know an individuals' strengths and build successes through their strengths at the same time you developed their areas needing improvement. Her role as Treaty Implementation Coordinator elevated her planning and communication skills. Her role as a Merchandise/Production manager taught her to stay on top of trends and always seek new information. Using her skills she had a very successful retail employment career, ending as an Area Manager, with a major national clothing brand. Their retirement move lead them to Texas, where she dove back into real estate where she was a consistently top producing realtor. Through the USN years, while her husband was deployed, she spent months home alone with her children. Kim felt safer with dogs in the house. Rottweiler, Doberman, Mastiff, American Bulldogs were a few breeds of choice. Bigs dogs that needed to be trained. She read, trained, and ultimately due to her passion for training/teaching and dogs had very well-behaved pups. So well behaved, in fact, that friends and family consulted her and even hired her to train their dogs. She desperately wanted a career in dog training; however, it wasn't the right time for her family to pursue that...yet!

Kim later attended the Master Dog Trainer Course at the School for Dog Trainers at Highland Canine Training in North Carolina. She will be the first to tell you her growth, both hands on and book knowledge developed beyond her expectations. She graduated as the class Valedictorian and was awarded the coveted Presidential Leadership Award. She now has a deep bag of tools, and with her already developed skill set of coaching, mentoring, customer service, problem solving, and breaking down tasks to attain a goal. She is in her element training dogs and coaching people. In addition to teaching, she is also offering board and train, private lessons, and she has started a non-profit that will assist Veterans with PTSD dogs, as well as bring in displaced dogs, train them and find them appropriate placements.

AMBER SIEBSEN, INSTRUCTOR

Amber grew up around dogs and animals and has always had a passion for training dogs. She attended our 24-week Master Dog Trainer Program at our School for Dog Trainers. Her work ethic and practical approach to training dogs and people led us to add her to the team. After joining the team, Amber dove in to all aspects of dog training. She has since worked in our Service Dog Division and has excelled at training police dogs as well as assisting with our police k9 handler courses.

In our Service Dog Division, Amber works with the day-to-day training of service dogs for a variety of tasks. She also assists our team of service dog trainers in selecting candidates for service dog training as well as delivering dogs to their new homes and working with their new handlers and their families.

Amber has a passion for working dogs and it clearly shows. She trains police and military dogs in explosives and narcotics detection as well as scent discrimination and variable surface trailing. Amber is an asset in our working dog training programs from selection to assisting new handlers learn to more effectively work with their new partners. In addition, Amber also trains personal protection dogs and their new owners.

DEBRA LIVINGOOD, MAS, INSTRUCTOR

Deb joined the Highland Canine Training team in 2018. As a retired Naval Officer and Director of Training/Operations for both national and international companies, she brings extensive leadership and management experience with 30+ years within both the military and civilian sectors. Her significant experience in project management, organizational development/restructuring, training and enhancing staff effectiveness through proactive mentoring efforts benefits the Highland Canine Training, LLC staff as well as Highland's customers.

Over her professional career, she has held numerous leadership positions with direct experience in a variety of industries to include training, national and international security/counter terrorism, corrections, logistics, sales, finance, mergers and acquisitions, franchise development, and strategic planning/executive coaching. As a Commanding Officer, she was responsible for leading a large organization that provided operational and tactical support to both the Navy and Homeland Security/ Defense units. As the Chief Staff Officer for a large shore installation in Japan, she was responsible for leading over 2000 staff, 15 large departments and running a base with nine satellite locations including two explosive ordnance facilities, two off-base housing facilities, and a major fuel depot which supported seven forward deployed ships and 26 ancillary commands. During this time, she led a large security detachment with a robust Military Working Dog (MWD) program, which developed and implemented of a comprehensive security plan, coordinating all force protection and communication efforts after the Sept 11, 2001 terrorist attacks. Having traveled the world extensively, and through her time living and working in the United Kingdom, Iceland and Japan, Deb also understands and appreciates the importance of cultural difference and has applied that knowledge to form outstanding international business relationships.

Deb is a graduate of the United States Naval Academy, holds two Master's degrees (Applied Science and National Security and Strategic Studies) and is a graduate of the School for Dog Trainers at Highland Canine Training, LLC, Service Dog Training Program. A business owner herself, Deb also trains service dogs for people with disabilities specializing in training dogs for children with autism.

MAGDELENA SZYMANSKA, BA, INSTRUCTOR

Magdalena was born and raised in Szczecin, Poland and later graduated from the University of Szczecin with a BA in Sociology. She grew up with dogs and other animals in Poland and has always had an interest in helping them. While following her passion to help dogs she often organized campaigns for her local city shelter to help care for the dogs and help them find forever homes.

She came to the United States in 2002 as part of a Student Exchange Program and later became a US citizen in 2012. Magdalena also worked in London for several years and has traveled extensively to more than 25 countries. For more than a decade, she lived in Boston, MA where she worked at a Children's Hospital and in other businesses that were centered around helping people.

Her love for dogs finally motivated her to learn more about dog behavior and she was compelled to become a professional dog trainer. She completed the 24-week Master Dog Trainer Program where she finished in the top of her class. She soon fell in love with working with dogs and helping people create better relationships with them.

Magdalena also serves as our student services coordinator to ensure that our students have a seamless and fulfilling experience at our school. She works closely with our Director of Canine Education Programs and other business divisions to ensure that our students have an opportunity to learn as much as they would like while attending our programs. Her commitment to the success of each student is apparent in her daily interactions with our students.

Magdalena combines her love for animal behavior with her passion for teaching others to create the best learning experience for our students.

APPROVALS AND MEMBERSHIPS

STATE APPROVALS

Highland Canine Training, LLC School for Dog Trainers is Approved and Regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas.

PROFESSIONAL MEMBERSHIPS

International Association of Canine Professionals

Alpha Beta Kappa National Honor Society

FINANCIAL INFORMATION

Pricing includes \$500 non-refundable deposit

TUITION AND FEES

Program Tuition

Service Dog Trainer Program

\$13,775 - 18-week program

Obedience and Behavior Modification Professional Program

\$5,850 - Level 1: 6-week program

\$7,775 - Level 2: 8-week program

\$9,750 - Level 3: 12-week program

PAYMENT

Payment for the school can be made in two installments. A minimum of 50% of the program cost must be paid prior to commencement of the first day of class. The remaining portion of the cost must be paid at the halfway mark of the enrolled program. Students who have not paid or made arrangements for payment by the due date will be dropped from the course. This does not apply to VA education benefit recipients that have completed the entire VA certification process. If VA education benefits are not sufficient to cover the full tuition and fee balance, the student is responsible for the remaining balance owed.

A non-refundable \$500 registration fee is due no later than 1 week prior to the program.

Highland Canine Training, LLC accepts payments in the form of check, cash, MasterCard, Visa, Discover, American Express and PayPal.

To mail payments, students should send check or money order with full name and program to:

Highland Canine Training, LLC School for Dog Trainers
Attn: Business Manager
145 Foxfield Dr.
Harmony NC, 28634

CANCELLATION POLICY

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the student's first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.

REFUND POLICY

1. Refund computations will be based on scheduled course time of classes through the last documented day of an academically related activity. Leaves of absence, suspensions and school holidays will not be counted as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:
 - (a) the date of termination, if the student is terminated by the school;
 - (b) the date of receipt of written notice from the student; or
 - (c) ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72 hour cancellation privilege the student does not enter school, not more than \$100 in any administrative fees charged shall be retained by the school for the entire residence program or synchronous distance education course.
4. If a student enters a residence or synchronous distance education program and withdraws or is otherwise terminated, the school or college may retain not more than \$100 in administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination. (More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due.)
5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.

6. A student who withdraws for a reason unrelated to the student's academic status after the 75 percent completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program. A full refund of all tuition and fees is due and refundable in each of the following cases:
 - (a) an enrollee is not accepted by the school;
 - (b) if the course of instruction is discontinued by the school and this prevents the student from completing the course; or
 - (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or representations by the owner or representatives of the school.
7. A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.
8. **Refund Policy for Students Called to Active Military Service**
9. A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:
 - (a) if tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;
 - (b) a grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or
 - (c) the assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
 - (1) satisfactorily completed at least 90 percent of the required coursework for the program; and
 - (2) demonstrated sufficient mastery of the program material to receive credit for completing the program.
10. The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s) within 60 days after the effective date of termination.

FINANCING OPTIONS

At Highland Canine Training, LLC School for Dog Trainers, we understand that paying for your dog trainer school education is an investment. Therefore, we have simple and affordable financing options available through TFC Tuition Financing Corporation. We can finance our programs for up to 48 months and offer 0% interest and low monthly payments while students are attending our school. Financing your education is simple, and the process can generally be completed in less than a day, as we process most of the documentation for you.



ADMISSION PROCEDURES/ENROLLMENT REQUIREMENTS

ADMISSION REQUIREMENTS

To be eligible for enrollment, a prospective student must be at least 18 years of age prior to the start date of the program. Additionally, students must meet the following criteria:

PHYSICAL REQUIREMENTS

A student enrolling in any of our available programs must be able to, and hereby agrees that he or she can:

- Attach and detach animal training collars and leashes.
- Grasp and hold a leash, controlling small, medium and large dogs.
- Be able to reach above and below shoulder height with both hands.
- Be outdoors in various weather conditions.
- Lift up to 40lbs.
- Carry up to 20lbs.
- Physically restrain large dogs.
- Hear normal conversation up to 100ft away and in close proximity to others.
- Running for extended periods of time while conducting activities such as trailing, police dog training, etc.
- Visually be able to observe people/dogs 100ft away and in close proximity to others.

INHERENT RISKS

Students should recognize that training and working with dogs can be physically demanding. The student understands that injuries can and do occur to people and dogs. Highland Canine Training, LLC is not responsible for injuries that occur to any student or dog from participating in activities related to or part of our training programs.

ENGLISH LANGUAGE PROFICIENCY

All instruction at Highland Canine Training, LLC is conducted in English. English language proficiency is determined by an interview with an admissions representative. Successful completion of the interview marks proficiency appropriate for classroom learning. No Standard English language test is administered. Highland Canine Training, LLC does not provide English language learning services.

CRIMINAL BACKGROUND CONDITIONS FOR ADMISSIONS

Highland Canine Training, LLC is committed to providing a safe learning environment for all students and faculty. Prospective students are also required to be subjected to a criminal background check. An application from a prospective student that indicates a history of being convicted of or pleading guilty or no contest to a violent crime or other type of felony will be subject to further review by Highland Canine Training, LLC before being accepted. This policy extends to those students who have already enrolled or are active students. Conviction of a felony while attending, or while awaiting a class start is grounds for termination or denial. With regard to admissions decisions, Highland Canine Training, LLC, after its review, will notify students in writing of its decision to accept or deny the application for enrollment. Highland Canine Training, LLC will not, however, accept applicants who:

- Have been convicted of, or plead guilty, or no contest, to a violent crime involving a weapon.
- Have been convicted of or plead guilty or no contest, to sexual assault or other sexually related crime, including but not limited to child pornography or any non-consensual, involuntary sexual act.
- Have been convicted of, or plead guilty or no contest, to a felony within the previous year.
- Have been convicted of, or plead guilty or no contest, to a felony and released from prison within one year of expected enrollment date.
- Have been convicted of, or plead guilty or no contest, to murder, attempted murder or voluntary manslaughter.
- Have been convicted of, or plead guilty or no contest to selling, transporting, delivering, cultivating and manufacturing, or intending to sell illegal drugs or controlled substances unless such conviction or plea is more than 15 years old.

TRANSFER CREDITS

Due to the unique nature of our programs our school does not recognize or credit any transferred programs from other education facilities or institutions.

APPLYING FOR ADMISSION

Applying for admission to the School for Dog Trainers is a simple process. To apply, complete the following steps:

- 1) Determine which program is the best fit for you.
- 2) Complete our easy online application. The application is available at www.internationaldogtrainerschool.com .
*Application must be completed in its entirety including signatures to be considered
- 3) You will receive a carbon copy of your submitted application via email.
- 4) A review of your application package will be completed and a decision letter will be sent via email stating whether your application has been accepted or denied.

REGISTRATION

The next step in the process is to be registered for your program. A non-refundable \$500.00 registration fee is due no later than 1 week prior to the program. Registration is on a first come, first served basis; payments of the registration fee can be made at any time and reserves a seat in the program for the student.

ENROLLMENT

To comply with the school's enrollment requirements prior to starting, all students attending Highland Canine Training, LLC School for Dog Trainers must supply the following documents:

High school transcripts

- Official high school transcript recognized by the student's state. Official transcripts will be evaluated upon receipt for validity and Highland Canine Training, LLC reserves the right not to accept those deemed invalid; or
- State-issued GED or state-authorized equivalent exam; or
- Successful completion of an officially recognized home-schooling program. The home-schooling documentation required by Highland Canine Training, LLC for review varies based on state requirements. If home schooling was completed in a state that issues a secondary school completion credential, a copy of the credential is required. If the state has no such requirements, additional documentation — including a transcript showing all courses, grades and graduation date, and a notarized statement — must be submitted for review.

The admissions specialist or designee will review home school documents and notify the applicant if further documentation is required.

College and other course transcripts (e.g. Community college, trades schools, proprietary schools).

Transcripts must be submitted for *all* courses taken. It does not matter if you graduated; if you attended a course you will need to include those courses in your transcripts.

****All official transcripts must contain a raised seal or be sent directly from the academic institution to Highland Canine Training, LLC. Enrollment is contingent upon receipt of all official transcripts.**

If accepted, admissions will notify students via e-mail that they have been enrolled into their requested program.

PROGRAMS OF STUDY



Immersive Canine Education Programs

The School for Dog Trainers at Highland Canine Training, LLC offers a variety of comprehensive dog trainer school programs to give you the tools and knowledge you need in the field that you love most.



Immersive Canine Education Programs

PROGRAMS OF STUDY

We have several programs of study to choose from that vary in length so that students have the opportunity to learn as little or as much as they would like.

CANINE TRAINING & BEHAVIOR MODIFICATION PROFESSIONAL PROGRAM

Our most popular program is our Canine Training and Behavior Modification Program and is the program where many of our graduates begin with their dog training education. Many people begin this program out of a love of dogs and a desire to spend their days working with them. They are looking to make a full-time career and are interested in becoming a professional dog trainer. Pet owners as well as dog rescue organizations are always in need of a professional dog trainer's assistance both short and long term for canines in their care.

This program is offered for:

Level 1- 6 weeks for a total of 240 hours

174 Class Hours - 66 Lab Hours

Class	Class Hours	Lab Hours	Total Hours
INT-101 - Introduction & Ethology	16	0	16
ADB-102 - Applied Dog Behavior	24	0	24
LEA-103 - Learning Theory and Principles	32	8	40
ATT-104 - Application of Training Tools	20	20	40
BEH-105 - Canine Behavior Problems	32	8	40
BUS-106 - Business & Marketing	30	2	32
CLI-107 - Working with Clients	4	4	8
SPE-108 - Dog Specialties	4	12	16
VET-109 - Veterinary & Health Issues	12	12	24
TOTAL HOURS	174	66	240

Level 2 - 8 weeks for a total of 320 hours

190 Class Hours - 130 Lab Hours

Class	Class Hours	Lab Hours	Total Hours
INT-101 - Introduction & Ethology	16	0	16
ADB-102 - Applied Dog Behavior	24	0	24
LEA-103 - Learning Theory and Principles	32	8	40
ATT-104 - Application of Training Tools	20	20	40
BEH-105 - Canine Behavior Problems	32	8	40
BUS-106 - Business & Marketing	30	2	32
CLI-107 - Working with Clients	4	4	8
SPE-108 - Dog Specialties	4	12	16
VET-109 - Veterinary & Health Issues	12	12	24
DOM-201 - Dominance & Aggression	8	32	40
FEA-202 - Fear & Aggression	8	32	40
TOTAL HOURS	190	130	320

Level 3 - 12 weeks for a total of 480 hours

236 Class Hours - 244 Lab Hours

Class	Class Hours	Lab Hours	Total Hours
INT-101 - Introduction & Ethology	16	0	16
ADB-102 - Applied Dog Behavior	24	0	24
LEA-103 - Learning Theory and Principles	32	8	40
ATT-104 - Application of Training Tools	20	20	40
BEH-105 - Canine Behavior Problems	32	8	40
BUS-106 - Business & Marketing	30	2	32
CLI-107 - Working with Clients	4	4	8
SPE-108 - Dog Specialties	4	12	16
VET-109 - Veterinary & Health Issues	12	12	24
DOM-201 - Dominance & Aggression	8	32	40
FEA-202 - Fear & Aggression	8	32	40
TRI-301 - Dog Tricks / Therapy Dogs	8	32	40
COM-302 - Competition Obedience	16	24	40
AGI-303 - Teaching Agility	16	24	40
ISR-304 - Introduction to Service Dogs	6	34	40
TOTAL HOURS	236	244	480

SERVICE DOG TRAINER PROGRAM

If you are eager to be a service dog trainer and work with their handlers, our Service Dog Trainer Program is the best program for you. This intensive program will help you cultivate the appropriate skill set necessary to understand how to properly select, socialize, and train service dogs for mobility, hearing assistance, as well as other psychological disabilities. The program also covers rights and laws governing service dogs, their trainers, and their handlers.



This program is offered for:

18 weeks for a total of 720 hours

312 Class Hours - 408 Lab Hours

Class	Class Hours	Lab Hours	Total Hours
INT-101 - Introduction & Ethology	16	0	16
ADB-102 - Applied Dog Behavior	24	0	24
LEA-103 - Learning Theory and Principles	32	8	40
ATT-104 - Application of Training Tools	20	20	40
BEH-105 - Canine Behavior Problems	32	8	40
BUS-106 - Business & Marketing	30	2	32
CLI-107 - Working with Clients	4	4	8
SPE-108 - Dog Specialties	4	12	16
VET-109 - Veterinary & Health Issues	12	12	24
SDO-210 - Service Dog Overview	18	22	40
CWD-211 - Working with Clients with Disabilities	12	28	40
SIG-212 - Training Signal Dogs	14	26	40
SDT-213 - Scent Discrimination Trailing	8	32	40
MOB-214 - Mobility Dog Overview	22	32	54
MOB-310 - Mobility Dogs - Teaching Tasks	12	28	40
AAD-215 - Training Autism Service Dogs	18	22	40
AAD-311 - Training Autism Service Dogs 2	6	34	40
SAD-216 - Training Dogs for Seizures, TBI, PTSD	16	24	40
PUB-217 - Service Dogs in Public	4	36	40
BUS-218 Managing Your Service Dog Business	6	34	40
SDP-312 Service Dog Practical Examination	2	24	26
TOTAL HOURS	312	408	720

CLASS DESCRIPTIONS AND LENGTH

INTRODUCTION AND ETHOLOGY

INT-101

16 class hours, 0 lab hours

This class is an introduction to the industry of dog training and the evolution of the domestic dogs from wolves. Students will learn about the roles of dog trainers and explore different areas of training, such as, service dogs, police dogs, therapy dogs, detection dogs, etc. Students will also explore theories of domestication and learn about differences between domestic dogs and other canids as well as innate canine behaviors and their impact on training dogs.

Primary equipment used in this program:
Training manual

Prerequisites: None

APPLIED DOG BEHAVIOR

ADB-102

24 class hours, 0 lab hours

This class gives students an understanding of applied dog behavior and its use in training dogs. The class covers clicker training as a method of training dogs through the use of positive reinforcement as well as explaining baiting and luring dogs.

Primary equipment used in this program:
Training manual, clicker

Prerequisites: None

LEARNING THEORY AND PRINCIPLES

LEA-103

32 class hours, 8 lab hours

This class explores a variety of learning theories and principles that are used in dog training. The student will learn the proper application of reinforcement schedules as well as behavior shaping and the fundamentals of training.

Primary equipment used in this program:
Training manual

Prerequisites: None

APPLICATION OF TRAINING TOOLS

ATT-104

20 class hours, 20 lab hours

This class provides an overview of different types of training tools and their various uses. The student will learn the proper application and use of a variety of tools including the gentle leader, harness, prong collar, martingale and remote training collar.

Primary equipment used in this program:
Training manual, training collars and equipment.

Prerequisites: ABD-102, LEA-103

CANINE BEHAVIOR PROBLEMS

BEH-105

32 class hours, 8 lab hours

This class focuses on understanding common canine behavior problems and how to successfully diagnose and rehabilitate them. In this class the student will learn how to conduct proper behavior analysis of canine behavior problems as well as options for treating each of them.

Primary equipment used in this program:
Training manual

Prerequisites: None

BUSINESS & MARKETING

BUS-106

30 class hours, 2 lab hours

This program covers an overview of strategies for successfully starting and operating a dog training business. Students will learn about challenges of beginning a business and marketing it successfully as well as franchise options for national dog training related businesses.

Primary equipment used in this program:

Training manual

Prerequisites: None

WORKING WITH CLIENTS

CLI-107

4 class hours, 4 lab hours

In this class students will learn how to properly teach clients how to train their own dogs. This class covers some of the pitfalls of working with clients and how to deal with them. Also covered in this class are methods of properly setting up and teaching group classes, and other dog training lessons.

Primary equipment used in this program:

Training manual

Prerequisites: None

DOG SPECIALTIES

SPE-108

4 class hours, 12 lab hours

Students will explore a variety of dog related specialties, such as, treibball, herding, rally obedience, agility, barn hunt tests, K9 scentwork, competition obedience as well as others. Students will learn about

the resources and experience required to teach these specialties.

Primary equipment used in this program:

Training manual

Prerequisites: None

VETERINARIAN & HEALTH ISSUES

VET-109

12 class hours, 12 lab hours

Students will learn about common veterinary and health issues that impact training and overall dog health. This class teaches students how to identify and treat injuries and canine parasites. The class also teaches canine first aid and CPR.

Primary equipment used in this program:

Training manual, first aid supplies, canine resuscitation mannequin.

Prerequisites: None

DOMINANCE & AGGRESSION

DOM-201

8 class hours, 32 lab hours

Students will learn more about dominance and dominance aggression in dogs. They will also study methods of rehabilitating and managing this behavior. This class also discusses techniques for working with owners who have dogs suffering from dominance aggression.

Primary equipment used in this program:

Training manual

Prerequisites: BEH-105

FEAR & AGGRESSION

FEA-202

8 class hours, 32 lab hours

Students will learn more about phobias and fear aggression in dogs. They will also study methods of rehabilitating and managing this behavior. This class also discusses techniques for working with owners who have dogs suffering from fear aggression.

Primary equipment used in this program:
Training manual

Prerequisites: BEH-105

DOG TRICKS & THERAPY DOGS

TRI-301

8 class hours, 32 lab hours

This program covers methods for training dog tricks and therapy dogs. Students will learn how to utilize operant conditioning to train complex behaviors and teach dog tricks. Students will also learn about training therapy dogs, their uses and certification requirements for therapy dogs.

Primary equipment used in this program:
Training manual, wheelchair, walkers

Prerequisites: ABD-102, SPE 108, DOM-201, FEA-202

COMPETITION OBEDIENCE

COM-302

16 class hours, 24 lab hours

Students will learn the skills for teaching competition level obedience for AKC competitions as well as other competition sports such as Schutzhund, IPO, etc.

SERVICE DOG OVERVIEW

Primary equipment used in this program: None

Prerequisites: ABD-102, LEA-103, ATT-104, DOM-201, FEA-202

TEACHING AGILITY

AGI-303

16 class hours, 24 lab hours

Students will learn how to teach skills for the fast-paced and precision sport of agility. This program teaches students how to teach agility for competition as well as practical agility skills for working dogs.

Primary equipment used in this program:
Training manual, Agility equipment

Prerequisites: ABD-102, LEA-103, SPE-108, DOM-201, FEA-202

INTRODUCTION TO SERVICE DOGS

ISR-304

6 class hours, 34 lab hours

In this class, students will explore the various types of service dogs that are used to assist individuals with disabilities. Students will learn about Autism Service Dogs, Hearing Service Dogs, Mobility Service Dogs and Seizure Alert/Assistance Dogs.

Primary equipment used in this program:
Training manual

Prerequisites: ABD-102, LEA-103, SPE-108, DOM-201, FEA-202

SDO-210

8 class hours, 22 lab hours

Students will learn in-depth information about the training of a variety of service dogs and how they assist individuals with disabilities. This class also teaches the student about the Americans with Disabilities Act, Air Carrier Access Act and Fair Housing Act and how they apply to service dog trainers and owners.

Primary equipment used in this Program:
Training manual

Prerequisites: None

WORKING WITH CLIENTS WITH DISABILITIES

CWD-211

12 class hours, 28 lab hours

Students will learn about the challenges that are faced by service dog clients. Students learn the challenges of being in a wheelchair, being blind and deaf. Through this understanding, students will better learn how to teach and work with individuals with disabilities.

Primary equipment used in this program:
Training manual, wheelchair, walker

Prerequisites: SDO-210

TRAINING SIGNAL DOGS

SIG-212

14 class hours, 26 lab hours

Students will learn the fundamental skills of training signal dogs for individuals with hearing disabilities. This class teaches students how to train dogs to respond to alarms and other noises and to alert their handler to the sound. This class also teaches how to select dogs for this work.

Primary equipment used in this program:
Training Manual

Prerequisites: SDO-210, CWD-211

SCENT DISCRIMINATION TRAILING

SDT-213

8 class hours, 32 lab hours

Students will learn about human odor theory and how it applies to trailing dogs. Students will also learn the fundamentals of training trailing dogs for scent discrimination and variable surface trailing to find lost individuals and criminal suspects. Also covered in this class are the environmental factors that affect scent discrimination trailing dogs.

Primary equipment used in this program:
Training manual

Prerequisites: LEA-103, ATT-104

MOBILITY DOG OVERVIEW

MOB-214

22 class hours, 32 lab hours

Students will learn the fundamental skills of training mobility dogs for individuals with physical disabilities. This class teaches students how to train dogs to work around manual and electric wheelchairs. This class also teaches how to select dogs for this work.

Primary equipment used in this program:
Training manual, electric wheelchair, manual wheelchair

Prerequisites: SDO-210, CWD-211

MOBILITY DOGS – TEACHING TASKS

MOB-310

12 class hours, 28 lab hours

In this class, students will learn how to teach tasks that are specifically useful for mobility service dogs. Students will learn how to teach dogs to open/close doors, turn on light switches, and retrieve items as well as other common tasks.

Primary equipment used in this program:

Training manual, wheelchair

Prerequisites: MOB-214

TRAINING AUTISM SERVICE DOGS

AAD-215

18 class hours, 22 lab hours

In this class, students are introduced to teaching tasks that are specifically useful for autism service dogs. Students will learn how to teach dogs to touch a target and pair that with certain behaviors.

Primary equipment used in this program:

Training manual

Prerequisites: SDO-210, CWD-211

TRAINING AUTISM SERVICE DOGS 2

AAD-311

6 class hours, 34 lab hours

In this class, students will learn how to teach tasks that are specifically useful for autism service dogs. Students will learn how to teach dogs to touch, lay, and apply deep pressure as well as other common tasks.

Primary equipment used in this program:

Training manual

Prerequisites: AAD-215

TRAINING DOGS FOR SEIZURES, TBI & PTSD

SAD-216

16 class hours, 24 lab hours

In this class, students will learn how to teach tasks that are specifically useful for service dogs that assist persons with disabilities such as seizures, traumatic brain injury and post-traumatic stress disorders. Students will learn how to teach dogs to alert and assist those having seizures as well as other common tasks.

Primary equipment used in this program:

Training manual

Prerequisites: SDO-210, CWD-211

SERVICE DOGS IN PUBLIC

PUB-217

4 class hours, 36 lab hours

Students will learn how to effectively manage service dogs in public places such as, restaurants, malls, airports, shopping centers and other places.

Primary equipment used in this program:

Training manual, wheelchair

Prerequisites: SDO-210, CWD-211

MANAGING YOUR SERVICE DOG BUSINESS OR ORGANIZATION BUS-218

6 class hours, 34 lab hours

This class teaches students how to successfully operate a service dog business or nonprofit organization. Students will

learn how to develop an application process, determine waiting periods and how to make determinations of qualifications for the ADA.

Primary equipment used in this program:

Training manual

Prerequisites: SDO-210, CWD-211

SERVICE DOG PRACTICAL EXAM

SDP-220

2 class hours, 24 lab hours

Students will learn about public access testing and apply this to real-world applications. This class covers testing and certification of service dogs in public places.

Primary equipment used in this program:

Training manual

Prerequisites: None

ACADEMIC POLICIES



ACADEMIC INFORMATION

TOOLS & EQUIPMENT

Students are encouraged to bring basic tools and equipment when participating in a program (like leashes and treat bags). Highland Canine Training, LLC will provide other various training tools and equipment for the students use during training session but must be returned upon completion of the training. Students will be responsible for replacement cost of tools and equipment that is lost or damaged through their own neglect. Graduation certificates will not be awarded to students that have an outstanding balance for equipment repair or replacement costs.

INSTRUCTIONAL MATERIALS

Text books that are required for each program are available to be checked out from our library for use during the program. Students will be responsible for the replacement cost of any unreturned materials. Graduation certificates will not be awarded to students that have an outstanding balance for book or equipment replacement costs.

ENROLLMENT

Programs typically begin on the first Monday of each quarter and instruction may begin only when programs are scheduled.

GRADUATION DOCUMENTS

Highland Canine Training, LLC awards certificates upon successful completion of programs. The graduation document awarded for the program in which the student is enrolled outlines the program completed and length of program.

ACADEMIC STANDARDS AND GRADING

The purpose of Highland Canine Training, LLC's School for Dog Trainers is to prepare students to be able to provide professional canine education programs as a dog trainer. For this reason, academic evaluation is regularly administered to evaluate a student's progress in terms of proficiencies of a professional dog trainer that are expected by clients. Student grades are based on three factors: Lab Work, Classwork and Professionalism. The student's grade will be calculated based on the following percentages:

Lab Work – 60%
Classwork – 30%
Professionalism – 10%

HOW THE PROFESSIONALISM GRADE IS CALCULATED

The following factors are evaluated under Professionalism:

- Attitude – exhibiting a positive attitude when things go right and when things go wrong.
- Appearance – dressing accordingly and presenting yourself as a professional dog trainer.
- Work Habits and Accountability – demonstrating punctuality (not arriving late or leaving early from class), courtesy, safety, cleanliness, and ability to follow rules and directions.
- Communication – listening and interacting effectively with other students and staff. This includes applying good communication skills, both in lectures and in lab work.
- Teamwork – cooperating with other students to accomplish like goals.
- Problem Solving – effectively solving problems when working with dogs and people and knowing when to ask instructors for help.
- Ethics – simply put, doing the right thing.

STANDARDS FOR SATISFACTORY PROGRESS

Each program varies in the assignments of hands on projects, interactive discussion, classroom time, research, presentations and exams. Students must achieve a grade 80% or higher on their over-all grade to pass the program and receive credit towards their certificate program.

Students who do not pass the program will not receive the certificate and must reapply to the school and retake the program with a passing grade to receive a certificate.

GRADUATION REQUIREMENTS

To be eligible for graduation, a student must have an overall score of 80% or better, and an attendance rate of at least 90% (after rounding). A candidate for graduation must also have a zero balance in his or her student account and if residing in housing, must complete the housing check-out form.

SUSPENSION FOR UNSATISFACTORY GRADES OR PROGRESS

Highland Canine Training, LLC School for Dog Trainers strives to assist each student in achieving their individual goals in regards to their canine education. Students who are failing a program can continue the program but will not receive a Certificate.

ATTENDANCE POLICY

It is essential in the pursuit of a successful education as a professional dog trainer that absenteeism is kept to an absolute minimum. Therefore, all absences, tardies, and early leaves will be recorded, regardless of the reason. Highland Canine Training, LLC School for Dog Trainers attendance policy dictates that students are not allowed to miss more than 10 percent of the total hours for the program.

CLOCK HOURS

Each contact hour (Student contact hour) is composed of:

- A 50-60 minute class or lecture in a 60-minute period
- A 50-60 minute faculty supervised “lab” training or internship in a 60-minute period.
- A clock hour is based on an actual hour of attendance, though each hour may include a 10-minute break.

LEAVE OF ABSENCE

A leave of absence may be granted for mitigating circumstances of family crisis, poor health or other significant circumstances outside the control of the student. These circumstances must be documented in writing and also must be demonstrated that the circumstances have an adverse impact on satisfactory progress of the program.

PROGRAM REPETITIONS

Students have the options of retaking a program and replacing it with a higher grade.

INCOMPLETES

Students who do not completely fulfill the requirements of a program will be given an incomplete. A grade may replace an incomplete if the student successfully completes the unfinished work within one (1) calendar year.

WITHDRAWAL FROM A PROGRAM

If students withdraw from a program, the student must submit an official withdrawal form to the President of Highland Canine Training, LLC. If the student is currently residing in housing they must also complete a formal check out by staff prior to departing.

REINSTATEMENT TO A PROGRAM

Any student wishing to reinstate themselves to a particular program of study should notify the school's President in writing prior to the beginning of the program in which they wish to attend.

STUDENT RECORDS

THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT 1974 (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to the student's education records.

Highland Canine Training complies with the Family Rights and Privacy Act of 1974 by using the following policy regarding access to, and protecting the confidentiality of, student records. For more information, call 800-729-6222 (KS only) or 620-432-0302.

Upon written request to the Registrar, any student will be granted access to and review of any or all records pertaining directly to said student. Access to records will be granted no more than forty-five (45) days following such request. If information in these records is found to be inaccurate, misleading, or detrimental to the student, the student can request in writing an amendment to a record and clearly identify the part of the record the student wants changed and specify why it should be changed.

If Highland Canine Training, LLC decides not to amend the record as requested, the college will notify the student in writing of the decision. The student can appeal this decision through the student appeal process.

No personally identifiable records from Highland Canine Training, LLC will be released to parents, spouse, or others without the expressed, written consent of the student. Within the provisions of the Family Rights and Privacy Act, access will be granted to the following without the consent of the student:

- a) School officials, including teachers and administrators, who have a legitimate educational interest; A school official is a person employed by Highland Canine Training, LLC in an administrative, supervisory, academic or research, or support staff position (including law enforcement or security unit personnel and health staff); a person or company with whom Highland Canine Training, LLC has contracted as its agent to provide a service instead of using Highland Canine Training, LLC employees or officials (such as an attorney, auditor, or collection agent).

A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Highland Canine Training, LLC.

- b) Officials of schools to which the student wishes to transfer;
- c) Authorized representatives of the Comptroller General of the United States, the Secretary of Education, or an administrative head of an education agency;
- d) In connection with the student's application, receipt or continued eligibility/status for financial aid, or
- e) Court order.

Should a student owe Highland Canine Training, LLC any delinquent amount, official records will not be released to the student or a third party.

However, this does not preclude the student from personally reviewing his/her records and challenging any of the information.

Students have the right to file a complaint with the US Department of Education concerning alleged failures by Highland Canine Training, LLC to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
US Department of Education
600 Independence Avenue, S.W.
Washington, D.C. 20202-4605

HONORS AND AWARDS

HONOR GRADUATES

The School for Dog Trainers at Highland Canine Training, LLC offers the most intensive training programs available today. During graduation we recognize Honor Graduates with a special award. These graduates have demonstrated a commitment to excellence in their academic assignments and practical examinations throughout their program. Honor graduates are those students who complete their program of study with a 3.8 GPA or higher.

STUDENT EXCELLENCE PROGRAM

Our Student Excellence Program is designed to challenge students in our Master Dog Trainer Program and recognize their desire to participate in professional development opportunities that go above and beyond the standard curriculum. Recipients of our Student Excellence Award demonstrate a number of qualities throughout the program. The following criteria is used for selection:

- Completes the program with a 3.5 GPA or higher
- Participates in a research and development programs
- Volunteers for off-site training opportunities
- Participates in various predetermined Advanced Learning Objectives (ALO)
- Maintains the highest standards of professionalism

NATIONAL HONOR SOCIETY

The prestigious Alpha Beta Kappa National Honor Society was founded in 1977. This organization was developed to encourage and recognize superior academic and laboratory training in honorable fields of endeavor.

Highland Canine Training School for Dog Trainers is proud to be a member of this Honor Society. Qualifications for nomination to Alpha Beta Kappa include:

- Minimum cumulative grade point average of 4.0
- Attendance of at least 98%

Candidates for nomination are notified during graduation.

RULES AND REGULATIONS

STUDENT CODE OF CONDUCT

Highland Canine Training, LLC School for Dog Trainers success depends on many factors, including the quality of its instruction, the success of its graduates, and the image its student's project.

There is more to being a successful dog trainer than learning the skills that are taught in class. Qualities such as dependability, appearance, positive attitude and regular attendance are as important to any client as the knowledge you possess. The rules listed below will help you develop the qualities necessary to become a successful student and professional dog trainer.

Highland Canine Training, LLC School for Dog Trainers reserves the right to impose a variety of disciplinary actions, including suspension or permanent termination from school, on any student whose behavior is in the violation of the Code of Conduct. To clarify, school officials will determine in their sole discretion if the Code of Conduct has been violated. Disciplinary action may be taken under this Code of Conduct regardless of whether that conduct also involves alleged or proven violation of Local, State or Federal law. Below, we have highlighted a selection of our rules and regulations.

DRUGS/ALCOHOL

Use or possession of drugs and drug paraphernalia while on or off Highland Canine Training, LLC School for Dog Trainers property during school activities will not be tolerated. Alcohol is prohibited on campus and at Highland Canine Training, LLC School for Dog Trainers sanctioned activities. Highland Canine Training, LLC School for Dog Trainers will also work cooperatively with police and local authorities to promote prevention strategies and, where necessary, respond to students who are in possession of or under the influence of alcohol or illegal drugs. Such conduct is grounds for immediate termination from the school.

UNPROFESSIONAL BEHAVIOR

Any type of behavior on or off campus that is contrary to the School's mission to provide premier professional canine training will not be tolerated. Unprofessional behavior includes, but is not limited to, using vulgar or offensive language, not following instructions, dishonesty, antagonizing behavior, spreading rumors, and being disrespectful to others. Such conduct is grounds for immediate termination from the school.

ATTITUDE

Proper attitude must be shown at all times. Profanity, derogatory comments, racial, ethnic or sexist remarks will not be tolerated between students or from students to staff. Such conduct is grounds for immediate termination from the school.

DRESS CODE POLICY

To ensure student's safety is maintained, students must:

- Wear clothing that does not confine movement but is not so loose it could get caught in gates or easily be grabbed by a dog.
- Wear safe, non-slip shoes and keep them tied.
- Utilize good judgment and common sense (essential when ones' personal safety is at stake).

HAIR POLICY – ALL STUDENTS

In all lab settings and at any time that students are working with dogs, hair must be contained away from the face and eyes or secured back so it does not pose a safety risk. For long hair (i.e. beyond the collar), this generally means the hair must be fastened securely to the back of the head or held away from the face. Hair can be placed in a bun or single ponytail, but the ponytail should be tucked into the shirt during lab.

CONDITIONS FOR DISMISSAL

Highland Canine Training, LLC reserves the right to terminate or suspend a student for any reason including, but not limited to:

- Abuse or neglect of any animal
- Behavior which would jeopardize the physical safety of self or others
- Improper use of computer technology
- Harassment
- Sexual harassment
- Acts of dishonesty
- Plagiarism
- Hazing
- Retaliation

STUDENT COMPLAINT/GRIEVANCE PROCEDURE

Complaints are defined as any student concern regarding the school programs, services, or staff. A student who has a concern about a school-related issue is encouraged to schedule a conference with the school director to find resolution. If an issue is not resolved to a student's satisfaction through the conference, the student can file a formal complaint in writing with the school director who will formally investigate the complaint, take appropriate action, and provide a written response to the student by the 10th business day after the day the formal written complaint is received by member of the school faculty or staff. Note: a conference with the director is not required before a student files a formal written complaint.

Notification of Complaint to the Texas Workforce Commission

A student who is dissatisfied with the school director's response can file a complaint with the Texas Workforce Commission:

Texas Workforce Commission
Career Schools and Colleges, Room 226T
101 East 15th Street
Austin, Texas 78778-0001
Phone: (512) 936-3100

Information on filing a complaint with TWC can be found on TWC's Career Schools and Colleges Website at texasworkforce.org/careerschools.

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2026 Program Calendar

Dates are subject to change

Jan 1 (Th)	New Years Day (No Classes/School Closed)
Jan 5 (M)	Service Dog Trainer, Canine Training & Behavior Modification 6, 8, & 12 Week Programs Begin
Jan 16 (F)	12 week program (Oct-2025 enrollment) ends
Jan 19 (M)	Martin Luther King Jr. Day (No Classes/School Closed)
Feb 13 (F)	Canine Training & Behavior Modification 6 week program ends
Feb 27 (F)	Canine Training & Behavior Modification 8 week program ends
Mar 27 (F)	Canine Training & Behavior Modification 12 week (Jan '26 enrollment) program ends
May 8 (F)	Service Dog Trainer Program Ends
May 25 (M)	Memorial Day (No Classes/School Closed)
June 1 (M)	Service Dog Trainer, Canine Training & Behavior Modification 6, 8, & 12 Week Programs Begin
July 10 (F)	Canine Training & Behavior Modification 6 week program ends
July 24 (F)	Canine Training & Behavior Modification 8 week program ends
Aug 21 (F)	Canine Training & Behavior Modification 12 week program ends
Sept 7 (M)	Labor Day (No Classes/School Closed)
Oct 2 (F)	Service Dog Trainer Program Ends
Oct 19 (M)	Service Dog Trainer, Canine Training & Behavior Modification 8 Week Programs Begin
Nov 26 (Th)	Thanksgiving Day (No Classes/No School)
Nov 27 (F)	Thanksgiving Friday Bridge (No Classes/No School)
Dec 11 (F)	Canine Training & Behavior Modification 8 week program ends
Dec 18 (F)	Last day of classes before Christmas break

Holidays and School Closings are noted in **BOLD**

Program Start Dates
Program End Dates

2027 Program Calendar

Dates are subject to change

Jan. 4 (M)	Classes resume from 2026 Christmas break
Jan. 18 (M)	Martin Luther King Jr. Day (No Classes/School Closed)
Mar. 12 (F)	Service Dog Trainer Program (Oct-2026 enrollment) ends
Mar. 29 (M)	Service Dog Trainer, Canine Training & Behavior Modification 6, 8, & 12 Week Programs begin
May 7 (F)	Canine Training & Behavior Modification 6 week Program ends
May 21 (F)	Canine Training & Behavior Modification 8 week Program ends
May 31 (M)	Memorial Day (No Classes/School Closed)
Jun. 18 (F)	Canine Training & Behavior Modification 12 week Program ends
Jul. 5 (M)	Independence Day Observance (No Classes/School Closed)
Jul. 30 (F)	Service Dog Trainer Program ends
Aug. 16 (M)	Service Dog Trainer, Canine Training & Behavior Modification 6, 8, & 12 Week Programs begin
Sep. 6 (M)	Labor Day (No Classes/School Closed)
Sep. 24 (F)	Canine Training & Behavior Modification 6 week Program ends
Oct. 8 (F)	Canine Training & Behavior Modification 8 week Program ends
Nov. 5 (F)	Canine Training & Behavior Modification 12 week Program ends
Nov. 11 (Th)	Veterans Day (No Classes/No School)
Nov. 25 (Th)	Thanksgiving Day (No Classes/School Closed)
Nov. 26 (F)	Thanksgiving Friday Bridge (No Classes/No School)
Dec. 17 (F)	Service Dog Trainer Program ends

Holidays and School Closings are noted in **BOLD**

Program Start Dates
Program End Dates