Jo-Thor's Dog Trainers’ Academy is a highly respected and viable center for dog education in the greater Atlanta, Georgia Metropolitan Area. Its operations are growing and the need for qualified dog educators is also growing at an increasing rate as more people demand certified personnel to assist in the training and resolution of behavioral problems with their treasured pets.

Jo-Thor's Dog Trainers’ Academy is a division of Jo-Thor's Dog Obedience Academy, Inc. The Academy was opened in 1973 in Bolingbrook, Illinois, a south suburb of the Chicago Metropolitan Area. Jo-Thor's Academy relocated to the Greater Atlanta, Georgia Metropolitan Area in 1981 and expanded operations in 1986. Over 10,000 dogs have graduated from Jo-Thor's Academy in recent years.

Jo-Thor's Dog Trainers’ Academy is located on the north part of the Atlanta, Georgia Metropolitan Area in Milton, near to historic Roswell and scenic Kennesaw. The Academy is very accessible to all parts of the Atlanta area and can easily be reached from anywhere in the world via Hartsfield International Airport.

I would like to take this time to thank you for your interest in Jo-Thor's Dog Trainers’ Academy. I hope to see you in the future and if there are any questions or concerns that I can answer for you please feel free to contact me at Jo-Thor's Dog Academy.

Joan Lask
Joan Lask
Director
OFFICIAL CERTIFICATION

Jo-Thor's Dog Trainers’ Academy is "Authorized under The Non-Public Postsecondary Educational Institutions Act of 1990."

Every aspect of Jo-Thor's Dog Trainers’ Academy has been closely scrutinized and approved by the state of Georgia through its Non-Public Postsecondary Educational Commission. This means that our financial data, facilities, instructors, director, and programs of study have been submitted to the authoritative department of the state of Georgia and approved. All Jo-Thor’s graduates will be certified by Jo-Thor's Dog Trainers’ Academy in their particular field of study.
HOURS OF OPERATION
Thursday, Friday………………………………………9:30 am to 4:00 pm
Monday, Tuesday, …………………………… (Homework) Breed Reports
Saturdays…………………………………………………………9:30 am to 4:00 pm

ACADEMIC CALENDAR
Orientation for new students is the first day of class.
Start Dates of Full-Time Classes:
Thursday, September 10th, 2020 - 10 am

Online Students - September 10, 2020

Monthly Seminars: Third Weekend of Each Month
(Open to Full Time, Part Time, and Online students)
Start Date: October 24 and 25, 2020
Orientation for New Students is Saturday October 24 at 9:00 am.
Saturday: 10:00 am to 3:00 pm.
Sunday: 10:00 am to 3:00 pm.

DAILY SCHEDULE
MORNINGS
9:00 am to 11:00 am - Practical Hands on dog training.
.Observe private lessons Assist private lessons.
.Practice verbalizing lessons.

11:00 am - 11:15 break

11:15 am - 12:30 am - Book work, lecture.

12:30 pm - 1:30 pm - Lunch

AFTERNOON
1:30 pm - 3:00 pm - Practical Working with Dogs
• Hands on dog training,
• Speaking skills: teaching lessons to other students with dog at your side
• pantomiming.

3:00 pm - 3:15 pm - Break

3:15 pm - 4:00 pm - Lecture, book work, quiz
HOLIDAYS

New Year's, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving, Christmas,

VA BENEFITS NOTE:

Students receiving VA benefits will be provided a fixed class schedule. This schedule and the VA Certification will be sent to the State Approving Agency for approval to the Department of Veterans Affairs for payment of benefits.

CERTIFICATE OF ELIGIBILITY

Certificate of Eligibility must be presented before Registration can begin.
The Director and Senior Instructor at Jo-Thor's Dog Trainers’ Academy is Joan Lask, a 30-year veteran of the pet industry. She has trained dogs in various settings since 1970. Working with her own Great Dane, "Thor", the idea of a training academy was developed in Bolingbrook, Illinois, where she lectured in obedience and did numerous demonstrations with her trained dogs. She also showed competitively in conformation and obedience.

Joan has trained dogs for movies and television commercials. Movies include: The Nightman, The Two Tonys and Fried Green Tomatoes (farm animals). Some commercials include: Bell South Yellow Pages Ad with Dixie Carter from Designing Women, Ford Motor Company, NAPA Auto Parts, Cumberland Mall (Atlanta, GA), Town Center Mall (Kennesaw, GA) Mckenzie Frozen Foods, Network Rental, Stanley Tools, Aaron Rents, 1st American Bank, Bank South, PetStuff and the Georgia Lottery. Ms. Lask has trained animals for live theater and The Atlanta Opera. She has done print ads for Weiland Homes, Storehouse Furniture and others. She has trained dogs for circus acts, participated in fashions shows and has been interviewed on radio. Additionally, Joan has been featured on news specials on both Atlanta's Channel 5 and Channel 2 News at noon and the Healthy Home Show.
GOALS OF THE ACADEMY

To prepare persons from throughout the world to serve as qualified dog trainers in public or private organizations, and to teach dog obedience education classes to individuals and small groups.

Objectives

- To teach students how to recognize and work with dogs of all breeds and ages.
- To train students how to help solve behavioral problems of family and household dogs.
- To enable students to effectively work with people in the proper schooling of their dogs.
- To prepare students to train dogs and their owners in classes and distracting situations.
- To help students establish and operate dog day-school and care centers.
- To acquaint students with basics of hygiene care, flea and tick control, etc.
- To familiarize students with proper nutrition, health and dietary standards and emergency first aid procedures.
- To teach students to educate clients how to protect their dog, inside and outside their homes, including traveling in vehicles.
- To show and assist students how to market their newly acquired dog education skiffs and knowledge.
- To provide opportunities for students to acquire further education about dog schooling and academy operations
FACILITIES & EQUIPMENT

Jo-Thor’s Dog Trainers’ Academy is located in Alpharetta, Georgia at 12580 Crabapple Road. It is integrated within the five acre facilities of Jo-Thor's Dog Training Academy. Nearby are several large shopping centers, which have restaurant establishments and convenient retail outlets.

Jo-Thor's Dog Trainers’ Academy provides an adequate learning resource system which includes all materials that support a student’s educational experience such as a library, texts, and electronic resources. Inside Jo-Thor’s, is a reception/retail dog item sales area, grooming area, dog training and day school room for group and individual lessons, classroom for students, consultation-study room, library, administrative office, storage facilities for dog items, and a student lounge and restroom. There are areas in the front and back of the facility that are used for outdoor training and exercise. Also, there are plenty of parking spaces available in front of Jo-Thor's Dog Trainers’ Academy.

Jo-Thor's Dog Trainers’ Academy integrated training/trainers' facility offers students a superb opportunity to become immersed in the operations of Jo-Thor's Dog Academy while learning how to become effective dog-people educators.

The Academy’s Online Education as well as Online Course 101 can be accessed through Course Sites by Blackboard a learning management system for Higher Ed instructors enabling blended and electronic learning. Training supplies and equipment of all sizes is also available to give the students opportunity to train small, medium, large and giant dogs.

STUDENT-FACULTY RATIO

Classes each session are limited to ensure maximum education, learning, and hands-on experience with dogs and their owners. Each student will be integrated into the staff operations of Jo-Thor’s Dog Training Academy and will work first-hand with the pets and their owners in dog day school and small group lessons.
INSTRUCTORS

Ernie Lask -- With his business acumen and knowledge, Ernie helps our students with starting their own business, tax information, record keeping, and financials.

Sean Killoran - Graduated from Jo-Thor's Dog Trainers' Academy in 2009 and was immediately hired. Sean started a doggie day school and day care in Alpharetta, Ga. and Roswell, Ga. and also worked as a pet sitter. His expert knowledge will be of great help to our students who wish to have a career in pet sitting, doggie day care or doggie day school. Sean's friendly, likable personality has rated him an A+ with all our students.

Lorenzo Billups - The tall dude on the left! Lorenzo has taken advantage of more than 20 years of extensive travel with the US Army to gather training experience. This has provided him with the opportunity to work with some of the finest personal protection and decoy trainers in Germany, Belgium and The United States. He has developed the best techniques for personal protection dogs by motivating the dog's love for work in a positive training environment. Lorenzo has completed Advanced Master Course (601). Lorenzo's love of teaching has made him a favorite with the students.

Lisa Torrico - has been training dogs since 1992. She started a very successful doggie day school in Marietta, Georgia. She also has a lot of knowledge teaching private and group.

Daniele Ames - is our Kentuckiana instructor. She teaches students in Indiana and Kentucky.
Graduation Class Spring 2018

Instructors: Danielle Ames and Jason Syriac teaching on a chilly Indiana day.
COURSE 101

ONLINE DOG EDUCATOR/TRAINER

280 HOURS / $4,895.00
(Online Course is not for Veterans under G.I.Bill)

Online Course can start the beginning of any month

DESCRIPTION

Course 101 is an on-line course for people who love dogs and want to make dog training their career. Part of our course covers obedience commands, methods of training dogs and puppies, identifying AKC breeds, dog psychology, problem solving, teaching skills, and marketing your business.

OBJECTIVE

Whether your goal is to teach obedience, train rescue dogs or work for a kennel or training facility, this is a great course to help you fulfill your dreams of becoming a dog trainer.

TOPICS INCLUDE

- Identifying and learning the difference between various breeds.
- Breed traits.
- Influences on the Dog's Learning
- Dog Psychology
- Obedience Commands
- Solving Dog Behavior Problems
- Equipment Selection and Usage.
- Different training philosophies
- Training Rescue Dogs
- Video Recording your training of three dogs
- Two dogs trained for Canine Good Citizen
- One dog Trained for AKC Companion Dog
- Marketing Skills
- Communicating with dog’s owner
BASIC DOG EDUCATOR/TRAINER

COURSE 201
160 hours / $4,895.00

DESCRIPTION
The Basic Dog Trainer Course is for someone who wants a basic knowledge of dog training. This course contains some of the topics that are covered in the Professional Dog Educator/Trainer Course. Upon completion of this course a Basic Dog Trainer Certificate will be awarded.

OBJECTIVE
To prepare students to work in a doggie day care, kennel or a training facility, with animal rescue organizations, or assist in the teaching of private and group classes. Pet sitters and vet techs also benefit greatly from this course.

TOPICS INCLUDE
- Identifying and learning the difference between various breeds
- Influences on the Dog's Learning
- AKC Dog Obedience Commands
- Philosophy of Dog Behavior
- Equipment Selection and Usage.
- Basics of Agility Training
- Intro to Dog Sports
DESCRIPTION
The Professional Dog Educator/Trainer Course is recommended for students who want to make dog training their career. Upon completion of this course the student will receive a Professional Dog Educator/Trainer certificate.

OBJECTIVE
To prepare students to serve as qualified dog trainers for individuals, to conduct private lessons, to train other people's dogs and to work for a public or private organization, or start out in their own businesses.

TOPICS INCLUDE
- Identifying and learning the difference between various breeds
- Puppy Behavior/Solving Puppy Problems
  Nipping, Chewing, Housebreaking, Jumping, Leash Training, Crate Training, Running Away, Separation Anxiety, Aggression.
- Influences on the Dog's Learning
- The Philosophy of Dog Learning
- Understanding Canine Behavior and Communication
- Basic Obedience Commands and Rules of Dog Behavior
  Heeling, Sit, Sit-Stay, Down, Down-Stay, Distraction Training, Stay-in-Place, Come, Come Here, Heel Around, By My Side, Stand, Distance Training for Stay and Come.

Equipment Selection and Usage
- Traditional Training Collars
- Lure with Food, Lure with Clicker
- Electronic and Remote Training
- Invisible Fence Training
- Behavior Problems/Modifications

Adult Dog Problems
- Walking nice on a Leash, Aggression, Running Away, Jumping, Housebreaking, Stand for Grooming and Brushing, Running outdoors, Crate Training, Separation Anxiety

Dog Sports
- Rally Obedience
- Herding
- Search and Rescue
- AKC Conformation
- Canine Hygiene and Nutrition
  - AKC Obedience Competition
  - Communicating with Dog's Owner
  - Marketing Skills
DESCRIPTION
The Advanced Dog Educator Trainer Course includes Professional Dog Educator/Trainer plus polishing students' teaching skills and preparing them to deal with advanced behavioral problems in dogs. Students will also learn Personal Protection Training and Search and Rescue skills. Upon completion of this course the student will receive an Advanced Dog Educator/Trainer Certificate.

OBJECTIVE
To provide hands-on experience and education in dog training, teaching small group lessons, commands, and behavioral problem solving. To learn more about the world of AKC obedience competition, and competitive sports. Search and Rescue skills will also be taught. For those who desire, personal protection and decoy training will be available.

TOPICS INCLUDE
- Working with Various Breeds and Age
- Dealing with Behavioral Problems
- Learning What Training Techniques to Use With Different Dogs
- Teaching Skills and Group Obedience Classes
- Observing and Assisting in Dog Day School
- Customer Relations and Providing Advice to Solve Behavioral Problems
- Hand Signals, Agility, Conformation Training and Trick Training
- Assisting in the Training Academy Operations: Business Management, Buying Equipment and Advertising Skills
- Assisting in Private Lessons and Group Classes
- Personal Protection Training
- Decoy and handling Training
- Training Assistance dogs for children and adults with disabilities, and PTSD.
- Off-Lease training.
- AKC Competition
DESCRIPTION
The Master Dog Educator/Trainer Course will provide students with a greater knowledge of advanced dog obedience, trick and agility training. In order to take this course one must have successfully completed the Advanced Dog Educator/Trainer. Upon completion of this course the student will receive a Master Dog Educator/Trainer Certificate.

OBJECTIVE
To teach students Master training methods including off-leash education, developing and teaching a training program, teaching beginner and intermediate group lessons, learning advanced agility and tricks. Schutzhund skills will be taught for those wishing to study protection training. To give students the opportunity and skills needed to become a certified AKC Canine Good Citizen Evaluator.

TOPICS INCLUDE
- Developing a Training Program
- Starting a business
- Conducting Individualized and Group Instruction
- The Dynamics of Group Behavior
- Handling Intermediate Canine Behavior Problems
- Advanced Dog Tricks, jumping, retrieving and hand signals.
- Participation in Dog Sports and Competition
- AKC Obedience and Conformation rules and competition
- Customer Relations and Community Education
- Teaching Group Obedience Classes
- Perfection of Training Techniques and Teaching Skills
- Teaching the Developed Program to students and clients
- Working for established dog trainers
- Achieving the prestigious title of Canine Good Citizen Evaluator.
- Search and Rescue
- Personal Protection Training
- Off-Leash Training Techniques
The Advanced Master program places a strong emphasis on K-9 behavioral subjects and development of a training program. Students will learn methods for training dogs for special needs and therapy dogs. We require the Advanced Master Dog Trainer Program student to participate in outside dog exhibition or “showing”. This could be with Search and Rescue, Dog Sports such as Agility, AKC trials, Tracking, or Training Dogs for Movies and Commercials.

1. Students will work closely with Clients learning techniques in the teaching of large group classes.
2. Students will learn skills for teaching dogs to compete in AKC Companion Dog Excellent Obedience or Personal Protection.

   A. To fetch and retrieve dumbbells for the obedience ring.
   B. Jump over high and flat jumps
   C. Advanced Call to Come
   D. Commands from a distance.
   E. For personal protection students -- Bite work and tracking.
   F. Total of leash training
   G. Hand Signals

3. Advanced Problem Solving
   A. Use of motivational tools (food, toys) to increase dog's willingness.
   B. Lure training.
   C. Solving problems that may occur during training for competition.

4. Training for movies, commercials, special needs.
   Jo-Thor's Dog Academy is also a Dog Talent Agency. Since we are listed in the Georgia Film and Video Book we do get calls for dogs in commercials, TV and movies.

   A. Teaching dogs to hold specific objects in their mouth such as a newspaper for an extended amount of time.
   B. Teaching dogs to ignore loud sounds and movement of equipment.
   C. Teaching dogs reliable sits, downs and stay. Especially when cameras and equipment are being set.
   D. Teaching dogs to watch you when you are 30 ft away behind camera.
   E. Teaching dogs to carry, pick up objects, and open doors for special needs adults and children.

5. For those involved with Search and Rescue, higher skills will be learned. These Search and Rescue dogs will volunteer to work with professional Search and Rescue Teams.
GRADING SYSTEM & ACADEMIC REQUIREMENTS

GRADING IS DONE ON AN A TO F GRADING SYSTEM AS FOLLOWS:
A = 90-100         C = 70-80
B = 80-90           F = 69 AND BELOW

ALL STUDENTS WITH A GRADE AVERAGE OF 69% OR BELOW WILL NOT GET THEIR CERTIFICATION

GRADES ARE DETERMINED BY THE FOLLOWING CRITERIA:
CLASS WORK……………………………………………………….. 25%
PARTICIPATION……………………………………………………. 25%
HOME WORK AND QUIZZES……………………………………...25%
FINAL EXAM …………………………………………………………25%

Progress is discussed with students regularly. Students will be given a report of their grade average every two to four weeks. Students that have a grade average that falls below 65% will be put on academic probation for a period of two weeks, with such notification in writing. If the student fails to bring his/her average up to 65% by the end of the probation period, he/she will be terminated. In order to graduate and receive a certificate of course completion, the student's grade average must be at least 65%

A student who is obligated for the full tuition may request a grade of "incomplete" if the student withdraws for an appropriate reason unrelated to the student's academic status. Students who are terminated for reason listed in "Student Termination Policy" are not eligible for an incomplete grade. Students may re-enroll in the program during the 12-month period following the date the student withdraws and complete the course without any extra fees besides the tuition owed.

STUDENT TRANSCRIPTS
Records of dates of attendance, courses of instruction, and grades are maintained for all students. This information is available, upon written request, at no charge for the transcript: $10.00 for each additional request.

CREDIT FOR PREVIOUS EXPERIENCE
Credit for previous experience will be granted at the discretion of the Director, but in all instances the applicant would be required to pass written and practical exams at a charge of $250.00 per course. Tuition will be prorated to meet weeks of training the Director feels student would need to graduate. Students expecting to receive VA education benefits must provide documentation showing prior training to the director for evaluation.
PAYMENT PLANS*
These plans include the $100 application fee.
ALL PAYMENT PLANS MUST BE PAID IN FULL IN ORDER TO
RECEIVE YOUR DOG TRAINER CERTIFICATION
Credit Cards Accepted

Full Payment Plan
Total tuition will be due the first day of study.

Split Payment Plans
Basic Dog Trainer Course / $2,800.00 Tuition
$1,400.00 Due the first day of study.
$1,400.00 Due the first day of the third week of study.

Professional Dog Educator/Trainer Course / $6,800.00 Tuition
$3,400.00 Due the first day of study.
$3,400.00 Due the first day of the sixth week of study.

Advanced Dog Educator/Trainer Course / $3,400.00 Tuition
$1,700.00 Due the first Day of class.
$1,700.00 Due the first day of the third month of class.

Master Dog Educator/Trainer Course / $10,500.00
$5,250.00 Due the first day of class.
$5,250.00 Due the first day of the fourth month of class.

*Jo-Thor will work closely with students and arrange a payment plan interest free.
**HOUSING**

Jo-Thor’s will help you find suitable housing.

**Nearby Options:**

**La Quinta - Roswell** - $79 night.  Hours: Open 24 Hours  
Website: [lq.com](http://lq.com)  Phone: (575) 622-8000  
Address: 200 E 19th St, Roswell, NM 88201  
15 minutes from Jo-Thor's Dog Academy. Nice location/dog allowed

**La Quinta - Alpharetta**  Hours: Open 24 Hours  
Website: [lq.com](http://lq.com)  Phone: (770) 754-7800  
Address: 1350 N Point Dr, Alpharetta, GA 30022  
20 minutes from Jo-Thor’s Dog Trainers’ Academy  
Dog allowed

**Stay Bridge Suites hotel - North Point**  
3980 Northpoint parkway. - Alpharetta, Ga. 3000  
770-569-7200. - 20 minutes from Jo-Thor’s Dog Trainers’ Academy

**Extended Stay America**  
15 minutes from Jo-Thor's Dog Academy  
1051 Canton Road  
Roswell, GA. 30066  
(770) 499-9550 or 1-800-EXT-STAY Fax (770) 428-6536

Each room is furnished with a kitchenette that has:  
2 burner stove  Microwave  Dish ware  
Cabinet space  Refrigerator  Sink  
Cookware  Coffee-Maker  Dinning Room Table

**Other Features:**  
30 Channels w/HBO  Voice Mail  Weekly Housekeeping  
Fax Service  Laundry Room  Weekly Towel Service

**Weekly Rates**  
Range from $ 190.00 to $280.00 (depending on what room and the number of occupants)
CONDUCT
Students are prohibited from smoking or consuming alcohol during any period in which they are attending class or participating in Academy activities. Failure to abide by this rule will result in expulsion without reimbursement of tuition paid. Persons serving the public and working with dogs cannot smoke or drink during class and duty hours for health, sanitation, and safety reasons.

DRESS CODE
The Academy will provide students with two Jo-Thor's Dog Trainers’ Academy T-shirts. Additional shirts can be purchased. Regular neat dress wear is expected to be worn. No torn or offensive shirts, blouses, jeans, slacks, or shorts. Students are required to wear only closed-toe shoes. Sandals are not permitted.

STUDENT TERMINATION POLICY
Students will be terminated from the Academy if found performing or having engaged in illegal acts such as stealing, drug abuse, driving under the influence, animal abuse or neglect, or discrimination against any clients. Students terminated may appeal the termination to the director in writing. The director must receive appeals within three class days. The director's decision will be final. Students will also face termination for:

- Failure to Maintain Commitment to Academy Studies
- Excessive or Unexcused Absences or Tardiness
- Repeated Loss of Emotional Control
- Disruptive, Disorderly, or repeated Rude Conduct
- Failure to Adhere to Academy Safety Policies
- Failure to follow instructions, Including Repeated
- Insubordination to Faculty or Staff
- Theft or Destruction of Academy Property or Supplies
JO-THOR’S GRIEVANCE PROCEDURE

All grievances should be reported in written form, within 30 calendar days, to the director, Joan Lask of Jo-Thor’s Dog Trainers’ Academy.
E-mail to joan@agooddog.com or mail to

If unresolved, complaints may be submitted to the Non-
public Postsecondary Education Commission, within 90 calendar days, by filing on the website:
https://gnpec.georgia.gov/student-complaints

Such complaints must include evidence bearing on the issues and documentation that a reasonable effort was made to resolve the complaint directly with jo-Thor’s Dog Trainers’ Academy.

NPEC
2082 East Exchange Place
Suite 220
Tucker, Ga. 30084
770-414-3300
https://gnpec.georgia.gov/student-complaints
ADMISSION AND ENROLLMENT
Jo-Thor's Dog Trainers' Academy is an equal education opportunity organization. All applicants must be at least eighteen. In order to apply, one must fill out an enrollment application and contract (these are in the brochure). Also, a $100.00 processing fee is required along with the enrollment contract.

ATTENDANCE & ABSENCES
Attendance records are maintained and placed in the student's file. Instructional classes are mandatory. The director must be notified in advance the tardies and absences. Classes will not be delayed to accommodate tardy students.

For excused absences, a fee of $35.00 per class will be charged, payable on the date the student returns, to make up the class missed. Medical absences will be excused if the school is provided with a letter or other document from the doctor. Un-excused absences will not be tolerated. Three unexcused absences will result in the termination of the student. Three unexcused tardies will constitute one absence.

Students terminated for absences may appeal the termination to the director in writing. The director must receive appeals within three class days. The director's decision will be final.

Leave of absence will be granted at the discretion of the director.

LIVING ACCOMMODATIONS
Students are responsible for obtaining their own housing and transportation. There are motels and private living facilities in Alpharetta, Roswell, and surrounding communities. A car is highly recommended because public transportation is not available. We will assist with seeking housing and transportation.
OPPORTUNITIES FOR GRADUATES

- Start your own business
- Work for an established dog trainer or pet facility
- In-home training
- Board training
- Doggie day school and care
- Training competition obedience dogs
- Counseling owners about problem dogs
- Teach obedience classes
- Dog talent for commercial and print ads
- Conformation handling
- Judging for the AKC in obedience, conformation, agility, etc.
  Train for a dog rescue to help place dogs.

HOW MUCH MONEY DOES A DOG TRAINER MAKE?

Obviously, the answer to this question depends on what type of training you decide to do and how much you put into it. The region of the country would also determine pricing (i.e. California vs. Alabama)

For example:
- Private lesson charges can range from $30 - $110 per hour.
- Group class charges range from $50.00 to $200.00 per student for a 6 to 8 week course.
- Board-training prices range from $750 - $2,000 per month.

Graduates of our Professional, Advanced and Master’s Academy programs are eligible for career placement assistance. Jo-Thor’s Dog Trainers Academy will help assist graduates in their search for employment in the field of dog training. Jo-Thor’s Dog Trainers Academy cannot legally guarantee placement or starting salaries, and cannot be held responsible for obtaining employment for graduates. However, Jo-Thor’s will notify students and graduates of job opportunities from prospective employers when available. Relocation will usually be necessary in order for graduates to secure employment.
DIRECTIONS:
From GA 400,
Head West on Old Milton Pkwy.
Old Milton Pkwy turns into Rucker Road.
Turn Right on Crabapple Road.
Facility is on Left about 1/4 mile.
12580 Crabapple Road
Look for fenced training areas, agility equipment, and Jo-Thor signs!
Please park in front of the brick house on the grass if the gates are not open.

Jo-Thor's Dog Trainers’ Academy
12580 Crabapple Road
Alpharetta, Georgia 30004

Phone (770) 667-0334
ENROLLMENT APPLICATION

Print or Type

Last Name____________________________First__________________________Middle______________

Address_____________________________________City_________________State_____Zip____________

Home Telephone _____________________________Business Telephone____________________________

Date of Birth ______________________Sex:    Male     Female

Social Security Number ____________________________________________________________________

E-Mail__________________________________________________________________________________

Current Employment__________________________________________________________

EDUCATION

High School Name________________________________________________________________________

City _________________________________________________________State______________________

No. of Years Completed Year Graduated _____________________________

College/Trade School Name ________________________________________________________________

City _________________________________________________________State______________________

No. of Years Completed Year Graduated _____________________________

MEDICAL HISTORY (For Emergency Purposes Only)

Please check if any of the following applies to you:

_____ Allergies _____ Epilepsy _____ Pregnant _____ Cardiovascular Heart Disease/Heart Problems

_____ High Blood Pressure _____ Back Problems _____ Impaired Vision _____ Impaired Hearing

_____ Knee Problems _____ Arthritis _____ Smoker _____ Other

Please fist any medications you are currently taking

In case of emergency, please indicate whom shall be contacted

Name ________________________________________________________________________

Relationship __________________________ Telephone Number _________________________
EXPERIENCE WORKING WITH DOGS

Do you presently own a dog? ________________
If yes, what breed/breeds? ____________________________________________________________________
________________________________________________________________________________________

What experience have you had with dogs?

_____Formal Obedience Classes _____Beginner Level _____Advanced Level _____Off Leash Training

_____AKC Companion Dog _____AKC Open Level _____AKC Utility Level

_____Agility _____Frisbee _____AKC Canine Good Citizen _____Flyball _____Earth dog

_____Lure Coursing _____Search & Rescue _____Service Dog Training _____Conformation

Please explain any training in detail:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

COURSE OF STUDY

_____ Online Dog Educator/Trainer Course 101 (280 hrs.) $4,895

_____ Basic Dog Educator/Trainer Course 201 (160 hrs) $4,895

_____ Professional Dog Educator/Trainers Course 301 (480 hrs) $9,795

_____ Advanced Dog Educator/Trainer Course 401 (240 hrs) $5,795

_____ Master Dog Educator/Trainer Course 501 (840 hrs) $15,595

_____ Advanced Master Dog Educator/Trainer Course 601 (1200 hrs.) $19,950

If accepted, when would you like to start? ________________________________
Will you need housing assistance? ________________________________
Are you interested in our job Placement Program? ________________________________
How did you hear about the Jo-Thor's Dog Trainers’ Academy? ________________________________

________________________________________________________________________________________

________________________________________________________________________________________

I have read the school policies in the school catalog and understand them. I have also read the refund policy that appears on the reverse side of the contract and fully understand that any notice of cancellation must be submitted to the school in writing.

Applicant's Signature_________________________________________________ Date _________________
Address ________________________________________________________________________
City ___________________________________ State ________________ Zip Code ________________
Telephone Number ________________________________________________________________________
E-Mail Address____________________________________________________________________________
ENROLLMENT CONTRACT

Name _______________________________________________________________ Date __________________
Address ___________________________________________________________________________________
City ____________________________________ State ___________ Zip _____________________
Home Telephone _______________________________ Business Telephone _________________________
Social Security Number __________________________________________
E-Mail Address _____________________________________________________________________________

COURSE INFORMATION

____ Online Dog Educator/Trainer Course 101 (280 hrs) $4,895
____ Basic Dog Educator /Trainer Course 201 (160 hrs) $4,895
____ Professional Dog Educator/Trainer Course 301 (480 hrs) $9,795
____ Advanced Dog Educator/Trainer Course 401 (240 hrs.) $5,395
____ Master Dog Educator/Trainer Course 501 (840 hrs ) $15,595
____ Advanced Master Dog Educator/Trainer Course 601 (1200 hrs.) $19,950

I hereby enroll in the __________________________________________________________________________ course(s),
that consists of _______ hours of instruction.

SCHEDULE OF TUITION AND FEES

Application Fee $100.00 Application Fee is included in Tuition
Tuition $______ (refundable as state requires)
Equipment $300.00 (Included in Tuition non-refundable after use)
Taxes $______ (included in tuition)
Total Cost $______

An application fee of $100.00 is included in tuition price. The balance, consisting of tuition, equipment, and
textbooks, will be paid by ____________________________ payment plan (see page entitled payment plans).
No certifications will be awarded until the course is paid in full.

Applicant agrees to abide by the policies of the academy as stated in the catalog or as amended in the future.
Failure to comply with these policies may be considered cause for dismissal and will not constitute release of
tuition responsibility. Applicant has read, understands, and agrees to the Academy's return policy

Applicant's Signature ___________________________________________ Date ______________________

Upon acceptance of this enrollment, the academy agrees to provide the facilities, equipment, lessons, and
instructional staff for completion of the training courses as described in the catalog. A certificate will be
issued after the student has completed all course material and has paid all tuition.
JO-THOR’S DOG TRAINERS’ ACADEMY
ATTENDANCE POLICY

ATTENDANCE & ABSENCES
Attendance records are maintained and placed in the student's file. Instructional classes are mandatory. The director must be notified in advance of tardies and absences. Classes will not be delayed to accommodate tardy students.

For excused absences, a fee of $35.00 per class will be charged, payable on the date the student returns, to make up the class missed. Medical absences will be excused if the school is provided with a letter or other document from the doctor. Un-excused absences will not be tolerated. Three unexcused absences will result in the termination of the student. Three unexcused tardies will constitute one absence.

Students terminated for absences may appeal the termination to the director in writing. The director must receive appeals within three class days. The director's decision will be final.

Leave of absence will be granted at the discretion of the director.

_____________________________________________________________        ______________
Student Signature        Date

______________________________________________________________        ______________
Institutional Representative Signature                                                                                  Date
Jo-Thor’s Dog Trainers’ Refund Policy

When a student fails to enter the course, withdraws or is discontinued at any time prior to the completion of the course, the policy for a refund of the unused portion of tuition fees and other charges are described below. When the cancellation has been met, Jo-Thor’s Dog Trainers’ Academy will issue the appropriate refund in full to the student within 45 days of the cancellation.

A. All monies paid by the student, except the non-refundable application fees, are refunded if the student requests a refund within three (3) business days after signing a contract with Jo-Thor’s Dog Trainers Academy.

B. Deposits are credited as tuition payments unless clearly identified by the school as application or other fees.

C. Refunds are based on tuition paid for clock hours of the instructional courses.
   1. For a student requesting cancellation after completing no more than 5 days of instructional time, no less than 95% of the tuition will be refunded.
   2. For a student completing more than 5% of instructional time but no more than 10%, no less than 90% of tuition will be refunded.
   3. For a student completing more than 25% but no more than 50% of instructional time, no less than 50% of tuition will be refunded.
   4. For a student completing more than 50% of instructional time, Jo-Thor’s Dog Trainers’ Academy is not required to issue a refund.

D. In the event of extenuating circumstances such as student injury, prolonged illness or death, or other circumstances that make completion of the course impractical, both parties will determine a settlement which is reasonable and fair to the student and to Jo-Thor’s Dog Trainers’ Academy.

E. If Jo-Thor’s Dog Trainers’ Academy changes or cancels a course in such a way that a student who has started the course is unable to complete it, arrangements are made in a timely manner to accommodate the needs of the student enrolled in the course that has been affected by cancellation or change. If Jo-Thor’s Dog Trainers’ Academy is unable to make alternative arrangements which are satisfactory to Jo-Thor’s Dog Trainers’ Academy and the student, Jo-Thor’s Dog Trainers Academy refunds all the money paid by the student. Similarly, if Jo-Thor’s Dog Trainers’ Academy changes or cancels the time or location of a course in such a way that a student who has started the course is unable to compete it, Jo-Thor’s Dog Trainers’ Academy refunds all money paid by the student for the course.

F. Tuition refunds for students receiving benefits through the Department of Veteran Affairs will be pro-rated over the length of the course after the deduction of ten dollars ($10) registration fee.

Applicant’s Signature_____________________________________________Date________
GNPEC Student Disclosure Form

Name of School:
Address of School:

1. Enrollment Agreement & Catalog
   I have read and received a copy of the enrollment agreement, or equivalent document, and the school catalog. I understand that the terms and conditions of these documents are not subject to amendment or modification by oral agreements.
   ———— Student’s Initials

2. School Outcomes
   I have read and received a copy of the school’s self-reported, unaudited retention, graduation, and placement rates for the preceding year as well as the most recent Georgia licensure test results, if applicable, for the program I am entering.
   ———— Student’s Initials

3. Employment
   I understand that upon successful completion of my training program, this school will provide placement assistance. However, I understand that the school does not guarantee any graduate a job. I have not been guaranteed employment to earn a specific salary range upon graduation.
   ———— Student’s Initials

4. Refund Policy
   I have reviewed the refund policy provided in the catalog and am aware that the institution attests to the fact that this policy meets the Minimum Standards set forth by the Georgia Nonpublic Postsecondary Education Commission.
   ———— Student’s Initials

5. Complaint Procedure
   I have reviewed the complaint procedure provided in the catalog and am aware that, after exhausting the institution’s procedure, I have the right to appeal the institution’s complaint determination to the Georgia Nonpublic Postsecondary Education Commission.
   ———— Student’s Initials

6. Authorization and Accreditation Status
   I understand that the institution in which I am enrolling has been issued a Certificate of Authorization by the Georgia Nonpublic Postsecondary Education Commission. This status indicates that the institution has met the Minimum Standards established by Georgia Code (§20-3-250.6). Although authorized, I understand that this institution is not accredited by a U.S.-based accrediting association recognized by the United States Secretary of Education; therefore, I am not eligible for Federal Student Aid. Additionally, as is the case with all postsecondary institutions, both accredited and unaccredited, there is no guarantee that my credits will transfer to another institution.
   ———— Student’s Initials

Student’s Signature: ____________________________________________ Date: __________

School Representative’s Signature: ______________________________________ Date: __________

*Student must receive a copy of this form, and a copy must be kept in the student’s file.
REFUND POLICY FOR STUDENTS CALLED TO ACTIVE MILITARY SERVICE.

A student of Jo-Thor’s Dog Trainers’ Academy 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 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.

7. Refunds will be totally consummated within 60 days after the effective date of termination.

1) Tuition refunds for students receiving benefits through the Department of Veterans Affairs will be pro-rated over the length of the course (after the deduction of ten dollar ($10.00) registration fee).

Veteran’s
Signature_________________________________________________ Date________________

School
Representative_______________________________________________ Date________________

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