

The VetMedTeam Veterinary Assistant Program

Student Agreement

This agreement is for the purpose of defining and clarifying the roles and responsibilities of the student who is enrolled in the VetMedTeam Veterinary Assistant Program. To complete this program, students are required to:

Online Component:

- Accept personal responsibility for success in the program
- Have access to a scanner as some documents and assignments must be scanned as a PDF and uploaded
- Maintain open communication with instructors and VetMedTeam, ensuring any questions or concerns are addressed immediately
- Manage time in an efficient manner, ensuring all sections are completed within the stated time frame
- Purchase the required textbook
- Submit quality assignments to the satisfaction of an instructor
- Monitor the grade book and quickly respond to an instructor's feedback
- Complete the 13 online sections within 13 months (17 months for total program including clinical)

Clinical Component:

- Place the safety of themselves, the client, the patient, and practice team members as a number one priority
- Dress and act professionally at all times, including when reaching out to area practices for placement
- Abide by the protocols of the clinical practice and follow the instructions of the clinical mentor, veterinarians, and other supervisory team members
- Follow all instructions from VetMedTeam including waiting for specific approval to begin the clinical

Upon completion of this program, the student:

- Will receive a certificate of completion
- Will be eligible to take the Approved Veterinary Assistant examination
- Will never use the designation initials AVA unless the designation is earned and current.

*****If Employed at a Practice***:** Please provide the information requested below. Otherwise you can skip directly to the signature section

Supervisor's Name (printed): _____

Supervisor's Direct Email (printed): _____

Signature Section: Sign (*electronic signatures not accepted*) and scan as a pdf (*jpg images are not acceptable*) and attach to your email to VetMedTeam as per enrollment instructions.

Student Name (printed) _____

Signature _____ Date _____