



School for Veterinary Professionals

Catalog and Handbook

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learnwithmvp.com

Volume 2

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Contents

Introduction	6
Non-Discrimination Statement	6
Mission	6
Vision Statement	7
Outcomes and Goals	7
Institutional Approvals	8
Legal Control	9
Administration	9
Governing Board	10
Program Advisory Committee Members	10
Faculty	11
Program or Policy Changes	12
Applications and Admissions	13
Admission Requirements	13
Required Admission Application Materials	13
Admission Deadlines and Procedures	13
Notification of Admission Status	14
Conditional Enrollment	14
Postponement or Cancellation of a Start Date	15
Program Expectations	15
<i>Emotional and Environmental Challenges</i>	15
<i>Structured Environment and Interpersonal Skills</i>	15
<i>Physical, Intellectual, and Cognitive Abilities</i>	15
<i>Grooming and Appearance</i>	15
<i>Instruction Levels</i>	16
<i>Safety and Hazards</i>	16
Registration	16
Registration Process	16
Tuition and Fees	17
Cancellation Prior to Enrollment or Course Start	17
Withdrawal Policy	18
Official Withdrawal	18
Administrative Withdrawal and Dismissal	18
Recordkeeping	19
Academic Policies	19

Time to Program Completion	19
Extensions.....	19
Code of Ethics.....	20
Academic Integrity, Plagiarism, and Use of Artificial Intelligence (AI) Tools	20
Readmission after Extended Leave:	22
Graduation Requirements	22
Grading Policies	22
Assignments, Assessments, Grading and Resubmissions	22
Grade Reporting and Academic Records	24
Grade and Transcript Access	24
Record Keeping	24
Course Enrollment Changes.....	24
Incomplete Grades	25
<i>Impact of Non-Passing Grades</i>	25
<i>Policy on Late Submissions and Non-Participation:</i>	25
<i>Essential Assignments Policy</i>	25
Transfer Credits.....	26
Prior Learning Assessment	26
Satisfactory Academic Progress and Standards	26
Withdrawal, Repeat, and Incomplete Grades.....	27
Academic Warning and Probation	27
Appeals and Reinstatement	27
Proctoring Requirement Policy	28
Student Identification Policy.....	29
Attendance Policy.....	30
<i>Attendance and Withdrawal for Non-Attendance</i>	30
Attendance Requirements:.....	30
Engagement Tracking:	31
Student Conduct	32
Additional Student Services and Information	33
Student Feedback, Grievances, Complaints, and Concerns	34
Student Records.....	35
Placement Services	35
Technology Requirements.....	36
Veterinary Technician Diploma Program	38
Program Learning Outcomes	38
Quarter 1- 12.5 credits.....	38

BIO 101 – Biology (General Education Course).....	38
VET 201 – Anatomy and Physiology/Medical Terminology I (Core Course)	39
ALG 104 – Algebra (General Education Course)	39
Quarter 2- 11 credits.....	39
VET 202 – Anatomy and Physiology & Medical Terminology II (Core Course)	39
VET303- Clinical Calculations (Core Course).....	40
COM 105 – Interpersonal Communication and Organization (General Education Course)	40
Quarter 3- 10.5 credits.....	40
VET 301– Patient Management, Nursing and Nutrition (Core Course)	40
VET 302 – Pharmacology I (Core Course).....	41
BEH 106- Behavior and Learning (General Education Course).....	41
Quarter 4- 10 credits.....	41
VET 503 – Survey of Companion Animal Diseases (Core Course).....	41
VET 402 – Pharmacology II (Core Course)	42
VET 401 – Medical and Surgical Nursing (Core Course).....	42
Quarter 5- 10 credits.....	42
VET 501 – Clinical Parasitology and Microbiology (Core Course)	42
VET 701 – Diagnostic Imaging (Core Course).....	43
VET 601 Clinical Chemistry and Interpretive Cytology.....	43
Quarter 6- 10 credits.....	43
VET 602 – Critical Care Nursing (Core Course)	43
VET 702 – Large Animal Nursing (Core Course).....	44
VET 703 – Exotic and Laboratory Animal Nursing (Core Course)	44
Veterinary Technician Associate Degree Program.....	44
Program Learning Outcomes	44
Quarter 1- 12.5 credits.....	45
BIO 101 – Biology (General Education Course)	45
VET 201 – Anatomy and Physiology/Medical Terminology I (Core Course)	45
ALG 104 – Algebra (General Education Course).....	46
Quarter 2- 11credits.....	46
VET 202 – Anatomy and Physiology & Medical Terminology II (Core Course)	46
VET303- Clinical Calculations (Core Course).....	46
COM 105 – Interpersonal Communication and Organization (General Education Course)	47
Quarter 3- 10.5 credits.....	47
VET 301– Patient Management, Nursing and Nutrition (Core Course)	47
VET 302 – Pharmacology I (Core Course)	47
BEH 106- Behavior and Learning (General Education Course).....	48

Quarter 4- 10 credits	48
VET 503 – Survey of Companion Animal Diseases (Core Course)	48
VET 402 – Pharmacology II (Core Course)	48
VET 401 – Medical and Surgical Nursing (Core Course)	49
Quarter 5- 10 credits	49
VET 501 – Clinical Parasitology and Microbiology (Core Course)	49
VET 701 – Diagnostic Imaging (Core Course)	49
VET 601– Clinical Chemistry and Interpretive Cytology (Core Course)	50
Quarter 6- 10 credits	50
VET 602 – Critical Care Nursing (Core Course)	50
VET 702 – Large Animal Nursing (Core Course)	50
VET 703 – Exotic and Laboratory Animal Nursing (Core Course)	51
Quarter 7- 15 credits	51
VET 502 -Anesthesia and Analgesia (Core Course)	51
VET 603 -Dentistry (Core Course)	51
GENED 102 -English (General Education Course)	52
VET403 Capstone I	52
Quarter 8- 18 credits	52
GENED 103 US History (General Education Course)	52
VET 704 Capstone II	52
VET 801 Externship (Core Course)	52
Academic Calendar	54
Spring 2026 Quarter	54
Summer 2026 Quarter	54
Fall 2026 Quarter	54
Winter 2027 Quarter	55
Spring 2027 Quarter	55
Summer 2027 Quarter	55
Fall 2027 Quarter	56
Winter 2028 Quarter	56
Appendix A – Instructional Resources and Equipment List	57
Appendix B – Social Media and Technology Policy	61
Appendix C – Confidentiality and Privacy Policy	63
Appendix D – Personal Safety Policies	64
Appendix E – Student Services	67

Introduction

Welcome to the MVP School for Veterinary Professionals. Our Veterinary Technician Diploma and Degree Programs are educational initiatives designed exclusively for the employees of Mission Pet Health (MPH). Our mission is to provide you with a comprehensive learning environment that fosters both personal and professional growth in veterinary technology. At our school, you will engage with a curriculum tailored to enhance your skills and knowledge, equipping you with the tools needed in the ever-evolving field of veterinary medicine.

As we embark on this journey together, it's important to note that our school is committed to achieving the highest educational standards. While we are currently not institutionally or AVMA accredited, we are dedicated to providing a quality educational experience that aligns with industry standards and best practices. Our focus is on your development and success, preparing you to make a significant impact on the lives of animals and their owners.

We are excited to offer this opportunity to advance your career within the MVP community. Thank you for choosing to grow with us.

What makes our school unique:

- A team of dedicated, passionate, and expert veterinary professionals.
- A mentorship program designed to guide students through their educational journey.
- A fully funded education program, with no tuition fees, allows students to immerse fully in their studies without financial burdens.
- Dynamic opportunities for students to both learn and serve by working directly with MPH clinics, ensuring hands-on experience.

Non-Discrimination Statement

MVP School for Veterinary Professionals is committed to equality of opportunity in all its programs and services, including admissions, student services, graduate services, and employment. We firmly uphold a policy of non-discrimination on the basis of race, color, sex, age, religion, ethnic or national origin, pregnancy, sexual orientation, veteran status, citizenship, or disability.

Mission

Our mission is to prepare highly skilled veterinary technicians who are dedicated to providing exceptional care and treatment for animals. We are committed to providing a comprehensive education that includes the latest advances in veterinary medicine, and hands-on training that emphasizes the importance of compassion, professionalism, and ethical behavior. Our program strives to produce graduates who will make meaningful contributions to the veterinary profession and the well-being of animals.

Vision Statement

Our vision statement describes ideally where and what we want to be in the year 2030. These are the future hopes, dreams, and aspirations (our “Guiding Star”) for MVP School for Veterinary Professionals:

MVP School for Veterinary Professionals is the nationally recognized veterinary technician program, known for its industry-current curriculum unwavering commitment to student success, and holistic student wellbeing. We empower compassionate graduates, making a profound impact on animal health while nurturing personal growth and rewarding career opportunities.

Outcomes and Goals

Our program is designed to prepare veterinary staff who are not only skilled in the latest veterinary practices but are also compassionate caregivers dedicated to the welfare of animals. By emphasizing clinical competence, ethical behavior, and professional development, we aim to equip our graduates with the tools necessary to make a profound impact in the field of veterinary medicine.

We have established a set of six **institutional learning outcomes** (ILOs) that reflect the core values and educational philosophy that we aspire to impart to all its students.

Institutional Learning Outcomes:

Comprehensive Animal Care: Demonstrate comprehensive knowledge and skills in animal care, including medical procedures, diagnostics, treatment, and disease prevention, that enable them to perform a wide range of clinical procedures confidently and competently. Provide care that promotes the health and well-being of animals.

Compassionate and Professional Communication: Communicate effectively, professionally, and empathetically with clients and colleagues. Demonstrate the ability to convey complex medical information and animal treatment plans in a clear and compassionate manner.

Critical Thinking and Problem-Solving: Apply critical thinking skills to analyze and solve veterinary challenges, adapt to evolving situations, and make informed decisions that ensure the well-being of animals.

Ethical Reasoning and Decision-Making in Humane Animal Care: Exhibit ethical reasoning and judgment in their professional interactions and decision-making. Navigate complex situations with integrity, prioritizing the well-being of animals, clients, and the veterinary community.

Commitment to Animal Welfare: Demonstrate a commitment to the welfare and quality of life of animals. Advocate for the rights and well-being of animals, and practices that align with the profession's dedication to animal health and well-being.

Professional Growth and Contribution: Pursue continuous professional development to enhance their knowledge and skills. Actively contribute to the veterinary profession through engagement in ongoing learning, participation in industry events, and collaboration with peers.

Institutional Approvals

Tennessee - the veterinary technician associate degree and veterinary technician diploma programs offered by MVP School for Veterinary Professionals to employees of Mission Veterinary Partners and Southern Veterinary Partners, LLC is exempt from Tennessee Higher Education Commission pursuant to Rule 1540-01-02-.05(1)(a)1.

Arizona - A.R.S. § 32-3021(F)(5) (6) exempts employer-sponsored instruction provided exclusively to an employer's own employees when no tuition or fees are charged to the students. Offered: Veterinary Technician Associate Degree Program and Veterinary Technician Diploma Program

Colorado - C.R.S. § 23-64-104(1)(g),(h),(j) exempts certain training from private-occupational-school regulation, including employer-sponsored instruction delivered exclusively to the own employees and without student tuition or fees. Offered: Veterinary Technician Diploma Program.

Indiana - Office for Career and Technical Schools Determination of Status concludes that the school is not a regulated proprietary institution because the program is offered to employees only (closed enrollment) and the employer pays 100% of tuition. Offered: Veterinary Technician Diploma Program.

Kansas - Kansas Board of Regents confirmation cites K.S.A. 74-32,164(c) for employer-sponsored, non-degree training with no tuition/fees. No authorization is required unless offerings expand to public, charge fees, or become degree-granting. Offered: Veterinary Technician Diploma Program.

Maine - The Department of Education pursuant to 05-071 C.M.R. Chapter 149 does not regulate schools that do not meet the definition of physical presence in the state. MVP does not advertise, solicit potential students, enroll students, provide students services, mentoring or instruction from within the state. Offered: Veterinary Technician Associate Degree Program and Veterinary Technician Diploma Program.

Maryland- The Maryland Higher Education Commission does not regulate instruction offered exclusively by an employer to its own employees pursuant to COMAR 13B.01.01.03(B)(4). Offered: Veterinary Technician Diploma Program

Michigan - Department of Labor and Economic Opportunity correspondence confirms that no proprietary school licensure is required for certificate program offered to its own employees. Offered: Veterinary Technician Diploma Program.

Missouri - Department of Higher Education & Workforce Development correspondence confirms that for non-NC-SARA schools, no more than 2 students within a single program could be placed to a specific site without seeking prior authorization. Offered: Veterinary Technician Associate Degree Program and Veterinary Technician Diploma Program.

North Carolina - North Carolina Community College System and the University of North Carolina System correspondence confirms that non-degree online delivery is not regulated in the state. Offering clinicals in the state do not trigger licensure requirements for the non-degree programs. Offered: Veterinary Technician Diploma Program.

Ohio - Pursuant to Ohio Rev. Code § 3332.02(A)(1), certain instruction is not subject to regulation by the

State Board of Career Colleges and Schools. MVP's current model-employer-sponsored, closed-enrollment training offered only to employees of affiliated practices, with no tuition or fees charged to students, fits within this non-applicability framework for the present non-degree offering. Offered: Veterinary Technician Diploma Program.

South Carolina - Pursuant to S.C. Code § 59-58-40 the Commission does not require licensing of institutions that enroll residents of South Carolina into online or distance programs unless the institution operates or solicits in South Carolina in such a way that creates a physical presence. The Commission does not require licensing of institutions where the sole activity is a practicum, internship, or clinical experience in South Carolina. Offered: Veterinary Technician Associate Degree Program and Veterinary Technician Diploma Program

Virginia - Under Va. Code § 23.1-226(B)(6), certain instruction is exempt from regulation by the State Council of Higher Education for Virginia (SCHEV), including employer-sponsored training provided exclusively to an employer's own employees and without student tuition or fees. Offered: Veterinary Technician Diploma Program.

Wisconsin - Department of Safety and Professional Services correspondence citing Wis. Stat. § 440.52(1)(e)5 confirms that employer-only/no-fee program is exempted from licensure. Offered: Veterinary Technician Associate Degree Program and Veterinary Technician Diploma Program.

Legal Control

MVP School for Veterinary Professionals is owned and operated by Mission Veterinary Partners, LLC, a Michigan corporation located at 20450 Civic Center Drive, Southfield, MI, 48076.

Administration

- **Chief Executive Officer: Jay Peters, DVM**
- **Provost and Program Director: Lisa Kernaghan, LVT, RVT, CVT, VTS (ECC), CCFP**
- **Associate Dean of Faculty and Student Services: Tara Woyton, Ed.D., Ed.S., M.S., LVT, CVT**
- **Manager of Veterinary Technician Education: Jordin Tillison, LVT, RVT, VTS (ECC), CWR, CCFP**
- **Senior Learning Systems Specialist: Zachariah Vizzuzo**

Governing Board

- Kelly Capasso
- Mary Ellen Goldberg, LVT, CVT, SRA-retired, CCRVN, CVPP, VTS-physical rehabilitation-retired, VTS-lab animal medicine (Research Anesthesia-retired), VTS-H (anesthesia & analgesia)
- Cheryl Rice, DVM
- Janine Chapman, DVM
- Mary Craig, M.Phil., Ph.D., PCHE
- Lisa Kernaghan, LVT, RVT, CVT, VTS(ECC), CCFP

Program Advisory Committee Members

- Dr. Audra Alley, DVM
- Dr. Nicole Osche, DVM
- Dr. Kristin Wuellner, DVM
- Nicole Roth, LVT
- Tammy McMahon, CVT
- Barbara Racioppi
- Reilly Hale, BS, LVT

Faculty

● Tara Woyton, Ed.D., Ed.S., M.S., LVT, CVT Associate Dean of Faculty and Student Services

Subject Matter Expertise: Veterinary technology education; academic leadership; student services; faculty support; records and programmatic oversight.

- Ed.D., P-20 and Leadership, Murray State University
- Ed.S., Agriculture Education, Murray State University
- M.S., Education, Murray State University
- B.S., Biology, Medaille College
- A.A.S., Veterinary Technology, Medaille College

● Brian Maurelli, Ph.D., M.S., B.A. Adjunct Instructor

Subject Matter Expertise: Mathematics; general education; educational administration; critical thinking; academic foundations.

- Ph.D., Philosophy, Capella University
- M.S., Educational Administration, University of Scranton
- B.A., Mathematics and Political Science

● Dave Cowan, B.S., CVT, VTS (ECC) Adjunct Instructor

Subject Matter Expertise: Emergency and critical care; clinical nursing; advanced veterinary technician practice; patient assessment.

- B.S., Animal Care, University of Massachusetts

● Melanie Hemenway, DVM Adjunct Instructor

Subject Matter Expertise: Veterinary medicine; clinical practice; animal health; diagnostics and treatment planning.

- DVM, University of Florida College of Veterinary Medicine

● Ashley Lissimore, M.S., B.A. Adjunct Instructor

Subject Matter Expertise: Biology; biological sciences; anatomy and physiology; online science instruction.

- M.S., Biological Sciences, Clemson University
- B.A., Biological Sciences, College of Charleston

● April Barker, A.A.S., CVT Full-Time Faculty

Subject Matter Expertise: Medical-surgical nursing; radiology; veterinary technology; clinical skills; online veterinary education.

- A.A.S., Veterinary Technology, San Juan College
- A.A.S., Agribusiness Management, John Wood Community College

● Rebecca Benton, B.S., A.A.S., LVT, FFCE Full-Time Faculty

Subject Matter Expertise: Veterinary technology; clinical skills; animal care; low-stress and fear-free handling; student support.

- B.S., Biology/Wildlife Management, Northland College
- A.A.S., Veterinary Technology, Baker College

● Lisa Kernaghan, A.A.S., LVT, RVT, CVT, VTS (ECC), CCCE Provost and Program Director

Subject Matter Expertise: Veterinary technology education; emergency and critical care; clinical skills assessment; workplace-based clinical education; externship and mentorship oversight; professional readiness.

- A.A.S., Veterinary Technology, State University of New York at Farmingdale

● Nicole Harchuk, M.S.M., B.S.A.M., LVT, CCCE, FFCE Full-Time Faculty

Subject Matter Expertise: Veterinary technology; applied management; practice management; leadership; professional practice; personal wellness; fear-free handling.

- M.S.M., Management, Walsh College
- B.S.A.M., Applied Management, Walsh College
- A.A.S., Veterinary Technology, Macomb Community College

● Jordin Tillison, LVT, RVT, VTS (ECC), CWR, CCCE Adjunct Instructor

Subject Matter Expertise: Emergency and critical care; veterinary technician mentorship; clinical skills development; professional wellness.

- A.A.S., Veterinary Technology, Macomb Community College

● Kiersten Atkinson, B.S., A.A.S., LVT Adjunct Instructor

Subject Matter Expertise: Veterinary technology; clinical skills; animal care; student support; human services-informed learner support.

- B.S., Human Services/Youth Studies, Samford University
- A.A.S., Veterinary Technology, Jefferson State Community College

● Kim Polonsky, CVT, VTS (Dentistry) Adjunct Instructor

Subject Matter Expertise: Veterinary dentistry; dental procedures; oral health; specialty veterinary technician practice.

- A.A.S., Veterinary Technology, Bel-Rea Institute of Animal Technology

● Alyssa Stair, B.S., LVMT, VTS (Anesthesia and Analgesia) Adjunct Instructor

Subject Matter Expertise: Anesthesia; analgesia; surgical nursing; pain management; specialty veterinary technician practice.

- B.S., Animal Science/Veterinary Health Technology, University of Tennessee at Martin

● JR Osuch, M.S.Ed., B.S. Adjunct Instructor

Subject Matter Expertise: Literacy; academic writing; reading comprehension; general education; student learning support.

- M.S.Ed., Literacy, St. Bonaventure University
- B.S., Elementary and Secondary Education, Buffalo State University

● Amy Stuart, DVM Adjunct Instructor

Subject Matter Expertise: Veterinary pharmacology; pharmacokinetics; medication selection and therapeutic protocols; large-animal and food-animal medicine; clinical instruction.

- DVM, Iowa State University College of Veterinary Medicine
- B.S., Biology, Warren Wilson College

Hours of Operation

Administrators are available Monday through Friday, 9:00 AM – 5:00 PM (ET), during active academic terms as noted in the Academic Calendar.

The MVP School for Veterinary Professionals understands that students are working professionals with diverse schedules and responsibilities. To support students in a flexible distance education environment, each course home page in Brightspace includes a booking link that allows students to schedule a one-on-one Microsoft Teams appointment with their instructor. Students may use these meetings to ask questions about coursework, review assignment expectations, discuss study strategies, seek clarification on course concepts, or receive guidance related to their academic progress. Faculty are also available through Brightspace communication tools and institutional email.

Students also have access to technical and library support. For general technology issues, such as login, access to school systems, basic navigation concerns, or technical barriers that may affect participation in coursework, students may contact the Service Desk Monday through Friday from 7:00 a.m. to 7:00 p.m. Central Time. The Service Desk does not provide course-specific academic support; questions about assignments, grades, course content, or academic expectations should be directed to the course instructor. Librarian support is available by email to assist students with research, locating credible sources, using library resources, citation guidance, and information literacy questions.

Program or Policy Changes

The MVP School for Veterinary Professionals reserves the right to make reasonable changes in program content, class schedules, policies, procedures, materials and equipment, as it deems necessary in the interest of improving the students' educational experience. When class size or curriculum warrant, classes may be combined. When federal, state, accreditation, or professional changes occur that affect students currently in attendance, the institution will make the appropriate changes and notify the students accordingly.

Certified by:

Lisa Kernaghan, LVT, RVT, CVT, VTS(ECC), CCFP

Provost and Program Director

MVP School for Veterinary Professionals

Signature: *Lisa Kernaghan*

Applications and Admissions

Admission Requirements

- All applicants must be at least 18 years of age.
- Applicants are required to possess a diploma from an accredited high school or the recognized equivalent (Ex: GED).
- English Language Proficiency: Because all instruction is delivered in English, applicants must demonstrate proficiency in English language. A U.S. high school diploma or a high school equivalent from an English-language institution satisfies this requirement. Applicants whose prior education was completed in a language other than English must submit official English proficiency scores meeting one of the following minimum standards: TOEFL iBT overall score of 67 or higher; IELTS Academic overall band score of 6.0 or higher; or Duolingo English Test score of 100 or higher.
- Applicants must be current employees of Mission Pet Health for a minimum of 90 days.
- Applicants must reside in a state where the School is authorized, exempt, approved, or otherwise permitted to enroll students in the applicable program.
- Undergo an interview with the leadership of the MVP School for Veterinary Professionals

Required Admission Application Materials

- Completed Online Application: Available at www.learnwithmvp.com
- Two Letters of Reference: Must be from a non-relative. Veterinary professionals are preferred.
- Mentor in Clinic: Applicant must have a DVM or Credentialed Veterinary Technician in their workplace that agrees to mentor the student throughout their education, and the mentor needs to agree to the meetings and trainings held by the MVP School for Veterinary Professionals. This mentor must complete a letter of commitment.
- Practice Manager Letter of Commitment
- High School Transcript or Equivalent: Must be official and mailed directly from the issuing institution to MVP School for Veterinary Professionals, including the date of graduation or completion. (In the unlikely event that transcripts are issued in a language other than English, the school requires submission of a certified English translation and, if necessary, verification of U.S. equivalency by a recognized credential evaluation service before admission can be finalized.)
- Predictive Index Assessments with a cognitive score of no less than 180.
- Rabies Vaccination or Titer: Applicants must provide documentation of current rabies vaccination or an acceptable current rabies antibody titer prior to starting classes.

Admission Deadlines and Procedures

All applications and required documentation must be completed and submitted to the MVP School

for Veterinary Professionals at least 30 days before the start of the desired admission quarter. Applicants who wish to submit materials after the standard deadline should contact the school at **vtschool@mvetpartners.com** to determine whether late submission may be considered.

Admission decisions are made by the school's leadership on a quarterly basis, in the months of December, March, June, and September.

Notification of Admission Status

Applicants are notified in writing of their admission status at the email address provided on their application. Applicants selected for admission receive an acceptance letter. Applicants are also notified if their application is deferred to a subsequent quarter or if admission is denied. Applicants who do not submit all required application materials by the published deadline are notified that their applications are incomplete and are not considered for admission.

Applicants who are denied admission, are not considered because their applications are incomplete, or voluntarily withdraw their applications may reapply as new applicants for a future term. An individual may have no more than two completed applications considered for admission within any rolling two-year period. Incomplete or voluntarily withdrawn applications do not count toward this limit. A deferred application remains the same application and does not constitute an additional application attempt.

Conditional Enrollment

Applicants who score below the established threshold in one or more evaluation categories (e.g., letter of recommendation, predictive index score, interview, or prior academic performance) may be offered **conditional enrollment** for a period of 45 days.

During this period, the student must:

- Meet all academic and participation expectations outlined in the enrollment agreement.
- Demonstrate satisfactory progress in courses and assignments.
- Comply with all attendance and communication requirements.

At the end of the conditional period, the Program Director and Associate Dean of Faculty and Student Services will review the student's performance. Students who meet program expectations will transition to fully enrolled status. Students who do not meet the stated expectations will be withdrawn from the program.

Program Expectations:

Students must:

- meet all academic and participation expectations outlined in the enrollment agreement;
- demonstrate satisfactory progress in courses and assignments;
- comply with all attendance, engagement, and communication requirements;
- maintain consistent weekly participation and engagement in the Learning Management System;
- meet the school's stated performance benchmarks for continuation.

Applicants who are withdrawn under conditional enrollment may reapply after six months with a new application.

Postponement or Cancellation of a Start Date

MVP School for Veterinary Professionals does not have a late enrollment period and all required documentation, and admissions requirements must be completed and received by the Associate Dean of Faculty and Student Services no later than 30 days prior to the start of the academic quarter. Postponement of a student's starting date, whether at the request of the school or student, requires a written agreement signed by the student and the school.

Program Expectations

Emotional and Environmental Challenges

Students entering the veterinary field must be prepared for the intellectually, physically, and emotionally challenging nature of the profession. This includes performing a variety of job-related duties in medical, surgical, diagnostic, and management areas. Handling sick, injured, or fractious animals, assisting in humane euthanasia, and engaging in difficult conversations with colleagues and clients are part of these duties. It is essential for students to develop coping strategies to manage the emotional demands of these tasks.

Structured Environment and Interpersonal Skills

Students are expected to function effectively within structured environments and under considerable time constraints. This includes adhering to timelines and meeting urgent task completion deadlines with effective prioritization and communication skills under stress. Additionally, students must demonstrate interpersonal skills that respect diverse perspectives and solutions, facilitating mutual respect and professional growth in academic and workplace settings.

Physical, Intellectual, and Cognitive Abilities

The program requires students to meet specific physical, intellectual, and cognitive standards:

Cognitive Abilities: Students must effectively access and comprehend information from various sources to perform job duties safely and competently. This includes an emphasis on understanding concepts over memorization.

Physical Abilities: Adequate vision, hearing, speech, manual dexterity, mobility, strength, and general body movement are essential to perform required tasks safely and effectively. This includes the ability to handle emergency situations promptly.

Tactile and Fine Motor Skills: Students must possess the tactile perception and fine motor skills necessary for detailed medical procedures and equipment handling.

Grooming and Appearance

Students are required to maintain high standards of personal cleanliness and appearance,

which include wearing clean, size-appropriate scrubs when in veterinary hospitals, to accommodate unpredictable close contact with humans and animals.

Instruction Levels

Students should expect progressively less direct instruction on commonly performed tasks as they advance, adapting to varying levels of instruction and gaining confidence and competence in routine procedures.

Safety and Hazards

Students must be able to work in environments with potential chemical and biological hazards, including anesthetic gases and ionizing radiation, without significant risk to themselves or others. Understanding and respecting these hazards, and employing appropriate safety measures and personal protective equipment, is crucial.

Disability Accommodations for Students

MVP does not discriminate against individuals on the basis of physical or mental disability. To ensure equal access to its programs and activities, MVP is committed to providing reasonable accommodations, including appropriate auxiliary aids and services, academic adjustments (inside or outside the classroom), and/or modification to the school's policies and procedures, to qualified individuals with disabilities, unless providing such accommodations would result in an undue burden or fundamentally alter the nature of the relevant program or activity.

To enable the ADA Coordinator to evaluate an individual's needs, engage in an interactive process with the student, and provide appropriate reasonable accommodation in a timely fashion, MVP requests that individuals complete and submit the required forms and supporting documentation at least 30 days before the first day of classes, or as soon as practical. MVP may request only medical information that is relevant and reasonably necessary to determine whether an individual is disabled, the nature and extent of the disability, and appropriate reasonable accommodations. Any concerns or complaints regarding this process should be submitted through the student grievance process.

Completed forms and supporting documentation must be submitted to the ADA/504 Coordinator Lisa Kernaghan (11904 Kingston Pike, Farragut TN 37934, (865) 381-1946, lisa.kernaghan@mvvetpartners.com). Any concerns or complaints regarding this process should be submitted through the student grievance process.

Registration

Registration Process

Registration at the MVP School for Veterinary Professionals is the formal process through which students are officially enrolled in their chosen classes. To be considered actively registered, students must be enrolled in classes.

Tuition and Fees

The MVP School for Veterinary Professionals is a tuition-free institution. All tuition and required instructional materials are fully funded by MVP. Students are not billed for enrollment, coursework, or required resources, and participation in the program does not create any financial obligation for a student.

Because no tuition or fees are assessed, there are no financial refunds or charges under any circumstances. Students who withdraw or are administratively withdrawn from their program incur no financial penalty.

Cancellation Prior to Enrollment or Course Start

Applicants or accepted students may cancel their application or admission before formal enrollment or before beginning coursework by submitting written notice to the MVP School for Veterinary Professionals at vtschool@mvetpartners.com.

A cancellation received before formal enrollment or before the student begins coursework is not considered a withdrawal and does not result in a grade, transcript entry, academic penalty, or financial obligation to the school. The student's record will be updated to reflect that the individual did not begin the program.

Students who cancel before beginning coursework and wish to be considered for a future admission quarter will be required to submit a new application and must meet all admissions requirements, deadlines, and eligibility criteria in effect at that time.

Because the school does not charge tuition or student fees, cancellation prior to enrollment or course start does not result in a refund calculation. Any school-issued access, accounts, or materials will be deactivated following cancellation.

Effective Date of Cancellation: The cancellation becomes effective immediately upon the Associate Dean of Faculty and Student Services receiving the notice. The student's pending enrollment and any future course registrations will be cancelled.

Notification Requirement: While there are no financial penalties, students are encouraged to provide cancellation notice at least 30 days prior to the start of the quarter. This advance notice helps the administration manage enrollment and offer the available spot to other potential students.

Confirmation of Cancellation: Upon receipt of the cancellation notice, the Associate Dean of Faculty and Student Services will send confirmation to the student's provided contact details.

Special Circumstances:

Students facing extenuating circumstances such as medical issues or significant personal hardships are encouraged to contact the Associate Dean of Faculty and Student Services to discuss their situation. The school may provide additional support or adjustments based on individual circumstances.

Withdrawal Policy

Official Withdrawal

Students who wish to withdraw from the MVP School for Veterinary Professionals once they started their classes must submit a written request to the Provost and Program Director or the Associate Dean of Faculty and Student Services (email or letter). The effective date of official withdrawal is the date the request is received by the school official. Students are encouraged to meet with the Associate Dean of Faculty and Student Services or Provost and Program Director prior to withdrawal to review academic standing and discuss options for re-enrollment in the future.

Administrative Withdrawal and Dismissal

The school reserves the right to administratively withdraw a student under the following circumstances:

- Failure to participate in coursework or clinical activities for 21 consecutive days without communication or approved leave;
- Failure to return within the approved timeframe from an approved Leave of Absence;
- Failure to complete required enrollment, academic, or administrative requirements necessary to remain actively enrolled;
- Other circumstances in which the student is no longer actively participating in the program and has not initiated a formal withdrawal.

Dismissal

The School reserves the right to dismiss a student under the following circumstances:

- Failure to maintain Satisfactory Academic Progress as outlined in institutional policy;
- Violation of institutional policy, student conduct standards, academic integrity requirements, or professional standards;
- Failure to meet essential program, clinical, or professional expectations after appropriate notice and opportunity for correction, when applicable;
- Any conduct or performance issue that makes continued enrollment inappropriate under School policy.

Academic dismissals related to Satisfactory Academic Progress are subject to the SAP appeal process. Non-academic dismissals may be appealed through the student grievance process.

Effect of Withdrawal, Administrative Withdrawal, or Dismissal

- Students who voluntarily withdraw or are administratively withdrawn before completing a course may receive a “W” on their transcript for courses in progress, in accordance with the School’s grading and academic records policies.
- Students who are withdrawn for non-attendance may receive a grade of “FN” — Failure for Non-Attendance — in the affected course(s), in accordance with the School’s grading policy.
- Students who are dismissed after a course has begun will receive the grade earned in the

course as of the effective date of dismissal, unless another outcome is required by a specific School policy.

- Students must be in good standing to be eligible for readmission. Re-enrollment requests are reviewed by the Provost and Program Director and the Associate Dean of Faculty and Student Services.
- Because the program is provided tuition-free, withdrawal, administrative withdrawal, or dismissal does not result in additional financial obligations; however, students will no longer have access to program resources, courses, or related student services.

Confirmation of Withdrawal or Dismissal

Upon receipt of a withdrawal notice, or if a student is administratively withdrawn or dismissed, the Provost and Program Director will send confirmation to the student's School email account.

Recordkeeping

All withdrawal requests and approvals are documented in the student's permanent record in Populi.

Academic Policies

Time to Program Completion

The Veterinary Technician Diploma and Degree programs are designed for working veterinary assistants and therefore, most students complete their program part-time. Most students will complete the Associate Degree program within three to four years of continuous enrollment, and the Diploma program within two to three years. Students must also meet the maximum timeframe requirements stated in the Satisfactory Academic Progress policy.

Extensions

Students who experience documented extenuating circumstances that interfere with their ability to complete coursework within the assigned quarter may request a one-time extension of up to 10 additional weeks. Extenuating circumstances may include, but are not limited to, medical issues, personal or family emergencies, employment-related disruptions, bereavement, military obligations, or other significant circumstances that temporarily affect the student's ability to participate or complete required coursework.

A student may request an extension for **one course** or for **all courses in the quarter**, depending on the nature and impact of the circumstance. Requests must be submitted in writing to the Provost and Program Director or the Associate Dean of Faculty and Student Services before the end of the quarter whenever possible. The request should include the reason for the extension, the course or courses affected, the amount of additional time requested, and supporting documentation when applicable.

Approval is not automatic. The Provost and Program Director or the Associate Dean of Faculty and Student Services will review the request based on the student's academic standing, current course progress, participation history, documentation provided, and the student's ability to complete the remaining coursework within the extended timeframe.

If approved, the extension may provide up to **10 additional weeks** to complete outstanding

coursework. The approval will specify whether the extension applies to a single course or to all courses in the quarter, the revised completion deadline, and any required academic or communication expectations during the extension period. Approval of an extension does not permit a student to stop participating for 21 consecutive days unless the student has also received an approved Leave of Absence or other written approval from the school.

Students approved for an extension must continue to maintain communication with the school and make progress toward completion of the affected coursework. Failure to complete coursework by the approved extended deadline may result in the grade earned at that point, a grade of zero for missing work, course failure, administrative withdrawal, or other academic action consistent with school policy.

Extensions do not waive attendance, participation, satisfactory academic progress, academic integrity, or essential assignment requirements unless specifically modified in writing as part of an approved accommodation or institutional decision. Additional extensions beyond the approved 10-week period require separate written approval and are granted only in rare circumstances.

Code of Ethics

Students are expected to demonstrate professionalism, integrity, and respect for others in all academic and clinical settings. Ethical behavior includes honesty in academic work, responsible treatment of animals, and adherence to institutional and professional standards. Students must comply with all policies in the Student Handbook and uphold the ethical expectations of the veterinary profession.

Academic Integrity, Plagiarism, and Use of Artificial Intelligence (AI) Tools

Students are expected to maintain the highest standards of academic integrity and to submit work that reflects their own knowledge, skills, analysis, and judgment. Academic dishonesty includes, but is not limited to, plagiarism, cheating, unauthorized assistance, falsification or fabrication of information or records, and submitting work created by another person or source as one's own.

Plagiarism is the use of another person's words, ideas, work, or intellectual property without appropriate acknowledgment or attribution. Students are responsible for properly citing and acknowledging all sources used in their academic work.

Use of Artificial Intelligence Tools

Generative artificial intelligence ("AI") tools include technologies that generate or substantially revise text, images, responses, data, or other content in response to user instructions. Examples include ChatGPT and similar generative AI tools or AI features incorporated into writing, search, productivity, or other software.

AI tools may be used in coursework only to the extent authorized by the instructor or stated in the assignment instructions. Appropriate use of AI may vary based on the course, assignment, and learning objectives.

Faculty may establish one of the following expectations for an assignment:

- AI Not Permitted: Students must complete the assignment without the use of generative AI.

- **Limited AI Use Permitted:** Students may use AI only for purposes identified by the instructor, such as brainstorming, developing an outline, reviewing grammar or clarity, or creating study materials. The student remains responsible for producing the substantive content and analysis.
- **AI Use Permitted:** Students may use AI as part of completing the assignment within the parameters established by the instructor. Students remain responsible for demonstrating their own understanding and meeting all assignment requirements.

Unless expressly permitted by the instructor, students may not use AI to:

- Generate answers to quizzes, examinations, or other assessments intended to measure the student's individual knowledge or competency
- Generate or substantially complete written assignments, discussion posts, case analyses, reflection assignments, projects, or other graded work on the student's behalf
- Complete clinical, laboratory, skills, or competency documentation intended to reflect work actually performed or observations actually made by the student
- Fabricate or invent facts, research, references, citations, patient information, clinical findings, or other academic or clinical information or
- Present AI-generated content as the student's original work.

Leave of Absence (LOA)

Students may request a leave of absence for personal, medical, military, employment-related, or other documented extenuating circumstances that temporarily prevent continued participation in coursework. Requests must be submitted in writing to the Associate Dean of Faculty and Student Services and must include the reason for the request, the requested start date of the leave, supporting documentation when applicable, and the student's anticipated return date.

Whenever possible, students should submit LOA requests as soon as the need arises. Requests submitted after a student has stopped participating may be denied or may be processed as a withdrawal, depending on the student's academic activity, timing within the term, and documentation provided.

The Provost and Program Director reviews LOA requests in consultation with the Associate Dean of Faculty and Student Services and issues a decision within 72 hours of receiving the completed request and any required supporting documentation. Approval is not automatic and is based on the reason for the request, documentation provided, academic standing, course progress, and the student's ability to return within the approved timeframe.

A leave of absence may be granted for up to 180 days within a 12-month period. Students who do not return within the approved timeframe will be administratively withdrawn from the program.

Students returning from an approved LOA do not need to reapply for admission, provided they return within the approved leave period and remain otherwise eligible for enrollment. Because courses are offered in structured academic terms and require consistent participation,

students returning from LOA must resume coursework at the beginning of the next available term or course offering. Students do not return in the middle of a course. Any course interrupted by the LOA must be repeated from the beginning, and prior coursework completed in that interrupted course may not be carried forward unless specifically approved by the Provost and Program Director.

Before returning, the student must confirm their intent to resume enrollment and work with the school to determine the appropriate return term, course schedule, and any remaining academic or clinical requirements.

Readmission after Extended Leave:

Students who do not return from unapproved extended leave must reapply for admission according to the "Applications and Admissions" section of this catalog.

Graduation Requirements

Eligibility for Graduation

To be eligible for graduation from the MVP School for Veterinary Professionals, students must:

- Pass all required courses in the program;
- Complete the program with a minimum cumulative grade point average of **2.0** or higher;
- Complete all required clinical skills, externship, and/or clinical education requirements, as applicable to the program;
- Complete the program within the maximum timeframe allowed under the School's Satisfactory Academic Progress policy; and
- Satisfy all other academic, administrative, and program requirements.

Grading Policies

Assignments, Assessments, Grading and Resubmissions

Courses at the MVP School for Veterinary Professionals include a variety of assignments and assessments designed to measure student achievement of course learning objectives and program outcomes. Depending on the course, students may be required to complete quizzes, examinations, written assignments, discussion board activities, case studies, projects, reflection assignments, skills-related documentation, clinical application activities, and other assessments appropriate to the course content.

Assignment requirements, due dates, grading criteria, and rubrics are provided within each course in Brightspace. Students are responsible for reviewing all course instructions and submitting work by the published deadlines. Faculty evaluate student work using the grading criteria established for the course and provide feedback to support continued learning and improvement.

Faculty typically grade instructor-evaluated assignments and provide feedback within 72 hours of submission, with reasonable allowance for weekends, holidays, or unusually complex assignments. Auto-graded assessments, such as certain quizzes or objective examinations, may provide scores more quickly; however, faculty retain responsibility for monitoring student progress and addressing questions related to assessment results.

Resubmissions are permitted only at the discretion of the instructor or when specifically allowed in the course instructions. The opportunity to resubmit work is intended to support learning and improvement, but it does not replace the student's responsibility to submit complete, original, and timely work by the published deadline.

When resubmission is permitted, the instructor will determine whether the revised work is eligible for full or partial credit, consistent with the assignment instructions, grading criteria, and course requirements. Examinations, quizzes, final assessments, competency-based skills evaluations, and assignments involving academic integrity concerns may not be eligible for resubmission unless specifically stated in the course or approved by the instructor.

Students are encouraged to contact their instructor promptly if they do not understand assignment expectations, grading criteria, or feedback.

Students are awarded grades based on evaluation of assigned coursework, which may include homework, quizzes, projects, discussions, written assignments, midterm examinations, final examinations, skills-related activities, and other assessments as identified in the course. Grades are assigned according to the grading scale below.

Grading Scale

Letter Grade	Description	Percentage	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Grade Points
A+	Excellent	97 - 100	Yes	Yes	Yes	4.0
A		93 - 96				3.7
A-		90 - 92				3.5
B+	Good	86 - 89	Yes	Yes	Yes	3.3
B		83 - 85				3.0
B-		80 - 82				2.7
C+	Passing Grade	76 - 79	Yes	Yes	Yes	2.3
C		73 - 75				2.0

C-	Below Passing	70 - 72	No	Yes	Yes	1.7
D+	Non-Passing	66 - 69	No	Yes	Yes	1.3
D		63 - 65				1.0
D-		60 - 62				0.7
F	Unsatisfactory	0 - 59	No	Yes	Yes	0.0
FN	Failure for Non-Attendance	-	No	Yes	Yes	0.0
I	Incomplete	-	No	No	No	NA
W	Withdrawal	-	No	Yes	No	NA
R	Repeat	-	No	Yes	No	NA

Grade Reporting and Academic Records

Grade and Transcript Access

Grades and academic standing are communicated to students electronically through the school's student information and learning management systems. Students use Brightspace, the Learning Management System, to access course content, submit assignments, view assignment-level grades and feedback and participate in course activities, and monitor course progress during the term. Students use Populi, the Student Information System, to view official course grades, academic standing, enrollment records, and transcript information. Final grades for each course are entered into Populi within 10 business days after the end of each quarter.

Record Keeping

All student grades, academic progress, and other records are maintained electronically and are securely backed up to ensure their availability as required by law.

Course Enrollment Changes

Students may withdraw from courses without incurring a grade penalty within the first two weeks of each quarter, known as the add/drop period, by submitting a formal request to the Associate Dean of Faculty and Student Services.

After the add/drop period, course withdrawals are processed according to the school's withdrawal and grading policies. Students who formally withdraw within the allowable withdrawal period may receive a grade of "W." Students who stop participating without completing the withdrawal process, or who fail to meet attendance requirements, may

receive a grade of “FN” for Failure for Non-Attendance. Students who do not successfully complete required course requirements may be required to repeat the course.

Incomplete Grades

An Incomplete (“I”) may be granted when a student has completed at least 75% of the required coursework with a passing grade but cannot finish remaining requirements due to extenuating circumstances. Requests for an Incomplete grade must be submitted to the course instructor and approved by the Provost and Program Director. Coursework must be completed within 30 calendar days of the end of the term. If requirements are not met within this timeframe, the “I” grade will convert to the earned grade.

Impact of Non-Passing Grades

Grades of “F,” “FN,” “I,” and other non-passing outcomes may extend the time required to complete the curriculum and may delay program completion. Students who receive a non-passing grade may be required to repeat the course or complete additional academic requirements before progressing in the program.

Policy on Late Submissions and Non-Participation:

Students must complete all coursework within the prescribed timeframe. Late submissions may be accepted under mitigating circumstances but require prior approval from the instructor. Failure to complete assignments without approved extensions will result in a grade of zero for the missed activity.

Essential Assignments Policy

All courses at the MVP School for Veterinary Professionals require completion of designated essential assignments (including, but not limited to, laboratory activities, projects, skills checklists, and examinations). These assignments are integral to demonstrating competency in course learning outcomes and program objectives.

- Failure to submit required course components, even if the overall grade average remains passing, will be considered incomplete course work.
- A course with incomplete required assignments is treated as not successfully completed and may result in a grade of “F” or dismissal from the program.
- Extensions may be granted only with prior approval by the instructor. Multiple or repeated failures to complete required assignments are grounds for program dismissal.

Transfer Credits

Currently MVP School for Veterinary Professionals does not accept transfer credits from other institutions. Because the school does not currently accept transfer credit, there is no transfer credit evaluation or appeal process. If this policy changes, the school will publish transfer credit procedures, documentation requirements, evaluation criteria, and appeal rights before implementing the change.

Students should be aware that transfer of credit is always the responsibility of the receiving institution. Whether or not credit transfer is solely up to the receiving institution. Any student interested in transferring credit should check with the receiving institution directly to determine to what extent, if any, credit can be transferred.

Prior Learning Assessment

The MVP School for Veterinary Professionals does not currently award academic credit for prior learning, professional experience, military training, certifications, examinations, or other nontraditional learning. If this policy changes, the school will publish prior learning assessment procedures, documentation requirements, evaluation criteria, and appeal rights before awarding such credit.

Satisfactory Academic Progress and Standards

Grade Point Average (GPA): Students must maintain a minimum cumulative GPA of 2.0 or higher. A grade of “C” or better is required to successfully pass each course.

Completion Rate: Students must successfully complete at least two-thirds of attempted quarter credits. The completion rate is calculated by dividing the number of completed quarter credits by the number of attempted quarter credits.

Maximum Timeframe: Students must complete their program within the maximum timeframe established by the school. The Veterinary Technician Diploma Program must be completed within three years of continuous enrollment, and the Veterinary Technician Associate Degree Program must be completed within four years of continuous enrollment. In documented extenuating circumstances, the Provost and Program Director may approve a written extension beyond the maximum timeframe when the student remains academically capable of completing the program and has an approved academic completion plan. Students who are unable to complete the program within the maximum timeframe, or within an approved extension period, may be administratively withdrawn.

Monitoring

The academic progress of all students is reviewed at the end of each academic quarter. Students who fail to meet the minimum SAP requirements will receive one warning quarter. During the warning period, the Provost and Program Director and the Associate Dean of Faculty and Student Services will monitor the student’s progress and provide guidance and support.

Withdrawal, Repeat, and Incomplete Grades

- Courses receiving a non-passing grade are counted as credits attempted but not successfully completed when calculating the student's rate of progress and maximum timeframe.
- Courses assigned an Incomplete ("I") are not counted as attempted credits until the Incomplete is resolved. Once the "I" is converted to a final grade, satisfactory academic progress is recalculated, and the final grade is included in the cumulative grade point average and rate-of-progress calculations.
- Each attempt of a repeated course is counted as attempted credits for satisfactory academic progress. The highest grade earned for the repeated course is used in the cumulative grade point average calculation.
- A student who withdraws after attending any portion of a course receives a grade of Withdrawal ("W"). A "W" is not included in the cumulative grade point average; however, the associated credits are counted as attempted but not earned and are included in the student's rate-of-progress and maximum-timeframe calculations.

Academic Warning and Probation

Warning Period: Students who do not meet SAP standards are placed on academic warning for one quarter. During the warning quarter, students are expected to improve their academic performance and meet SAP standards by the end of the quarter.

Appeal Requirement: If a student does not meet SAP standards after the warning quarter, the student must submit a written appeal to continue enrollment on academic probation. Appeals must be based on documented extenuating circumstances, such as serious illness, death of a close family member, military obligation, significant employment disruption, or other circumstances that substantially affected the student's ability to meet SAP requirements.

Approval of Appeal: Appeals must be submitted to the Associate Dean of Faculty and Student Services for consideration. If the appeal is approved, the student will be placed on academic probation and must follow an academic plan developed in conjunction with the Associate Dean of Faculty and Student Services. The academic plan will identify the specific steps, milestones, and timeframe required for the student to regain SAP compliance.

Probation: Students on academic probation must meet the conditions of their approved academic plan in order to restore good academic standing and continue in the program. Failure to meet the conditions of probation may result in dismissal from the program.

Appeals and Reinstatement

Students dismissed for failing to meet SAP requirements may appeal based on documented extenuating circumstances, such as serious illness, death of a close family member, military obligation, significant employment disruption, or other circumstances that substantially affected academic progress. Appeals must be documented and submitted to the Associate Dean of Faculty and Student Services for consideration.

Students are strongly encouraged to submit appeals immediately upon receiving notification of SAP ineligibility. Appeals should be filed by the first day of classes for the quarter in which SAP ineligibility is determined to allow sufficient time for review and response.

Students who are dismissed from the program may not reapply for admission for a period of six months. Readmission is not guaranteed and requires a new application, review of academic history, and approval by the Provost and Program Director.

Proctoring Requirement Policy

The purpose of this policy is to ensure the integrity and security of major examinations administered at MVP School for Veterinary Professionals. It applies to midterms, finals, and other significant assessments that contribute substantially to course grades.

Proctoring Options

In-Person Proctoring:

Students may be able to attend locations where proctors will oversee the examination process. Proper identification must be presented by all students prior to taking the exam.

All examination rules must be strictly followed under the supervision of the proctor.

Virtual Proctoring:

Virtual proctoring will be available.

Virtual proctoring involves monitoring through webcam, microphone, and access to the student's computer screen during the examination.

Students must ensure a stable internet connection, functional webcam, and microphone. They are also required to verify their identity using approved digital methods before the start of the exam.

Specific software may be required to facilitate virtual proctoring, and students will be informed in advance to prepare accordingly.

Scheduling Exams

Students must register for their exam slots according to the guidelines provided for each course. Registration details and the available options for in-person and virtual proctoring will be communicated prior to the examination period.

Student Responsibilities

Students are responsible for selecting their preferred proctoring method and registering for their exams within the stipulated deadlines.

They must adhere to all examination rules and cooperate with proctors, ensuring a fair and orderly examination process.

Consequences of Violating Examination Policies

Any violations of examination rules or misconduct during proctored exams will result in disciplinary actions, which may include, but are not limited to, grade penalties, failure of the exam, or dismissal from the program.

Student Identification Policy

Policy Overview

Initial Account Setup:

Upon enrollment, the school establishes student access to the required academic systems. Students are set up in **Populi**, the Student Information System, and are granted access to the school's designated academic area within **Brightspace**, the Learning Management System. Access to Brightspace is provided through the company's single sign-on system; however, access to school courses and academic resources is limited to authorized users.

Identity Verification:

Students are required to create strong passwords that meet specific security criteria (e.g., a minimum number of characters, inclusion of upper- and lower-case letters, numbers, and symbols).

Passwords must be changed immediately if compromised.

Monitoring and Compliance:

The school will monitor account activity for unusual or suspicious behavior that may indicate a breach of security.

Students are required to report any suspicious activities or perceived breaches of their account security to the school immediately.

Account Recovery:

In the event of forgotten login details or locked accounts, students must undergo a verification process to recover their access. This process may include answering security questions, providing previously verified personal information, or following steps sent to their registered recovery email address or phone number.

Confidentiality and Data Protection:

The school is committed to maintaining the confidentiality of student identification information and enforces strict data protection protocols to ensure that all student information is securely stored and accessed only by authorized personnel.

Attendance Policy

Attendance and Withdrawal for Non-Attendance

Any student who does not attend any of their courses for more than 21 consecutive calendar days—including weekends and holidays—without prior permission from the institution will be considered to have withdrawn from the institution. Attendance is tracked through the learning management system (LMS), and the institution will process the withdrawal no later than 30 days from the students last date of attendance. Students withdrawn for non-attendance will receive a grade of “FN” for all courses in which they were enrolled at the time of withdrawal.

Note: Students may request prior permission for an extended absence by submitting a Leave of Absence (LOA) form to the Associate Dean of Faculty and Student Services. Approval must be obtained in advance to avoid withdrawal.

Attendance Requirements:

Each student participating in an online course with asynchronous learning (without live instruction) is expected to actively participate through Academically Related Activities ("ARA"), all of which contribute to the students' overall academic goals.

The following activities that occur on a weekly basis after the course start date and on or before the course end date will be considered Academically Related Activities:

- Submission of a gradable assignment, such as a paper, test, exam or quiz.
- Participation in a gradable online discussion, as directed by an instructor, with classmates, in a way that is substantively and academically related to the enrolled course.
- Participation in a gradable online discussion with an instructor in a way that is substantively and academically related to the enrolled course.

The purpose of substantive interaction in an online discussion forum or thread is to promote comprehension of the academic topic through a collaborative, collective and interactive conversation. Substantive interaction involves sustained, interactive communication. A substantive post adds to the discussion and encourages a response from fellow students. A student's discussion post may include a well thought out opinion that applies ideas relevant to the course content.

By substantively interacting, it opens up the lines of communication with fellow classmates and instructors to help foster and promote a deeper academic understanding of the topics discussed in the course, which will contribute to student academic achievement. Some examples of substantive posts that will be considered an ARA:

Making associations between coursework readings and interactive discussion.

Apply lessons from your work, clinical rotations, and/or life to the interactive discussion. Ask additional questions of your classmates.

Explain why you agree or disagree, offering specific examples to support your beliefs.

Craft comprehensive academic thoughts on the academic topic that are at least 25 words.

Merely logging into an online course without active participation (as described above) does not constitute attendance.

Engagement Tracking:

Students are expected to maintain at least 70% engagement in each course. Engagement is tracked in the LMS and includes logins, completion of assignments, participation in discussions, and interaction with course content.

Failure to meet the 70% engagement requirement may result in academic intervention, loss of satisfactory participation status, course failure, administrative withdrawal, or a grade of FN when the lack of engagement meets the School's definition of non-attendance.

Completion of coursework: Students working at a full-time pace must complete all coursework within the assigned quarter. Students working at a part-time pace may extend completion of coursework into a second consecutive quarter, provided they remain engaged and meet attendance requirements.

Extensions beyond two quarters: Coursework not completed within two consecutive quarters will receive a grade of zero unless the student has been approved for an **Incomplete grade** in accordance with institutional policy.

Communication: Students experiencing challenges that affect their ability to engage should promptly notify their instructor or Associate Dean of Faculty and Student Services. Documentation (e.g., medical or family emergencies) may be required to support requests for an excused absence, Incomplete Grade or Leave of Absence.

Clinical Attendance:

Each student participating in clinical experiences as part of their course requirements is expected to actively engage in all assigned clinical activities and demonstrate professionalism and commitment to their practical training. The following guidelines outline the expectations and requirements for clinical attendance and participation:

Attendance and Punctuality:

- Students must attend all scheduled clinical sessions. Absences are only excused for valid reasons such as illness, family emergencies, or other extenuating circumstances, and must be communicated to the clinical coordinator and preceptor as soon as possible.
- Students are expected to arrive on time for each clinical session. Tardiness may be noted and could impact the student's evaluation.

Active Participation:

- Active participation in clinical activities is mandatory. This includes engaging in patient care, completing assigned tasks, and contributing to team discussions.
- Students should be prepared to discuss cases, ask relevant questions, and apply

theoretical knowledge to practical situations.

Make-up Policy:

- In the event of an excused absence, students are responsible for arranging make-up sessions with their mentor to ensure all required clinical hours are completed.
- Unexcused absences may result in a need to make up missed time at the discretion of the mentor and may impact the student's grade.

Student Conduct

Students at MVP School for Veterinary Professionals are expected to uphold the standards of conduct expected by the veterinary medical profession. This includes adhering to all institutional policies, which, if violated, may lead to code of conduct violations or dismissal from the program.

Professional Behavior Expectations:

In class and laboratories: Conduct should align with professional standards and the ethical codes of the medical profession.

Attendance: Adherence to the institution's attendance policy is mandatory.

Respect for Rights: Consideration must be given to the legal rights of all students, faculty, and staff.

Prohibited Behaviors Include:

Theft or destruction of property belonging to the institution, faculty, staff, or students.

Possession of weapons, alcohol, or illegal drugs (including marijuana) on institution or clinic property.

Being under the influence of substances that impair performance or safety in educational settings.

Academic dishonesty, including plagiarism and cheating. Plagiarism encompasses using someone else's work without proper citation. Cheating includes unauthorized assistance on academic assignments in any learning environment.

Bullying or hazing, which violates respect for the rights and safety of others.

Disruptive behavior in externships or labs, such as refusal to participate, not following directions, or other actions that detract from the learning environment.

Social media and Technology: For specific guidelines, please refer to Appendix B of this catalog.

Sexual Harassment:

MVP is committed to providing an environment free from discrimination on the basis of sex. MVP commits to an environment free of sexual misconduct and promotes safety that is conducive to student learning.

MVP takes complaints and allegations of sexual misconduct very seriously and provides an array of resources to help anyone impacted by sexual misconduct and need support.

Sexual harassment of students in any form is unacceptable conduct that will not be tolerated. Sexual harassment includes unwelcome sexual advances, requests for sexual favor, and other verbal or physical conduct of a sexual nature, sexual exploitation, and sexual and interpersonal

violence. Any student who feels that he or she is a victim of sexual harassment by any student, faculty member, or other school employee should bring the matter to the attention of Lisa Kernaghan (lisa.kernaghan@mvetpartners.com, (865) 381-1946). MVP will promptly investigate all allegations of sexual harassment in as confidential a manner as possible and take appropriate corrective action, if warranted. If a student disagrees with the determination of a sexual harassment complaint, the student may file a grievance. If a student disagrees with the determination of a sexual harassment complaint, the student may file a grievance.

Substance Abuse:

Students must not be under the influence of any substance that impairs judgment or motor skills, whether legal or illegal, during field trips or patient care. Possession of alcohol or illegal drugs on hospital grounds is strictly prohibited.

Student Non-Academic Dismissal:

Violations of any institutional policies may lead to disciplinary actions, including dismissal. The official dismissal date will be recorded based on documented violations. Students who have been dismissed for a non-academic reason have a right to appeal by filing a student grievance.

Student Safety:

The institution prioritizes the safety of students, faculty, and animals involved in educational programs. Compliance with OSHA regulations and adherence to established safety protocols is mandatory. Program personnel model behaviors that minimize zoonotic exposures and the curriculum includes the potential risks of animals as sources of zoonotic exposure or disease transmission to humans.

Animal Handling:

Students receive training in proper animal handling techniques to minimize the risk of injury. All animal use complies with USDA regulations under the Animal Welfare Act and is overseen by the Chief Executive Officer and the Institutional Animal Care and Use Committee (IACUC). All off-campus providers of instructional support meet objective requirements set by the school regarding the care and use of animals, physical facilities, and available equipment.

Personal Safety:

Security and Safety Training

For detailed information on all personal safety policies, please refer to Appendix D of this catalog.

Additional Student Services and Information

Additional Student Services and Information

- **Change of Contact Information:** Students must notify the Associate Dean of Faculty and Student Services in writing within five (5) business days of any change in mailing address, email, or phone number so that institutional records remain current.

- Orientation: All new students are required to complete orientation prior to starting classes. Orientation introduces the Learning Management System, student services, academic policies, and expectations for clinical mentorship.
- Graduation Ceremony: The School does not currently hold a graduation ceremony. If the institution chooses to offer a ceremony in the future, students will be notified in advance and provided with participation details.
- Alumni Services: The School does not yet have graduates and therefore does not currently provide alumni services. As cohorts complete the program, the School may develop alumni engagement opportunities in the future.
- Career Services: As students are employed by Mission Pet Health clinics during enrollment, formal career placement services are not offered. However, students have access to mentorship, continuing education, and internal career pathways within the MVP network.
- Honor Society: The School does not currently sponsor an honor society. This may be revisited as the institution matures.

Student Feedback, Grievances, Complaints, and Concerns

The MVP School for Veterinary Professionals is committed to resolving all student concerns in a timely manner. Students with concerns should first contact their instructor. If the complaint is not resolved within 5 business days, the student should contact the Provost and Program Director. If the complaint remains unresolved the student may submit a formal grievance to Jay Peters, Chief Executive Officer at (Jay.Peters@mvetpartners.com). The grievance should include:

- Student name and contact information
- Date and location of the incident
- Name(s) of the individual(s) involved
- Names of any witnesses
- Supporting documentation
- An explanation of the situation and the applicable policy or standard believed to have been violated
- The desired resolution

Jay Peters may contact the student within five business days to request additional information. He will seek to ensure fair and consistent treatment of the investigation of the grievance, and will provide the student with a written response no later than 30 business days after receiving the complaint outlining the conclusions of the investigation. The decision on the grievance is final and is not subject to appeal. The decision on the grievance is final and is not subject to appeal. Students are encouraged to exhaust the School's internal grievance process before submitting a complaint to an external agency, unless otherwise permitted by applicable law or agency procedure.

Non-Retaliation

MVP School for Veterinary Professionals prohibits retaliation against any student, faculty member, employee, mentor, vendor, volunteer, or other member of the School community who, in good faith,

reports or files a concern or complaint, whether formal or informal, or participates in an investigation. Retaliation, including intimidation, threats, coercion, harassment, discipline, or other adverse treatment, will not be tolerated.

Anyone who believes retaliation has occurred should promptly report it to Jay Peters, DVM, Chief Executive Officer, at Jay.Peters@mvetpartners.com. The School will promptly review the report, conduct an appropriate investigation, and take corrective action when warranted.

Any grievance not resolved at the institutional level may be forwarded to the **Tennessee Higher Education Commission**, 312 Rosa L. Parks Avenue, 9th Floor, Nashville, TN 37243-1102

Phone: (615) 741-5293

Student Records

Students have the right to review the contents of their individual records. Students will be given access to their own records within a reasonable period, but in no case shall access be withheld for more than 45 days after the request has been made in writing to the Associate Dean of Faculty and Student Services. Students shall have the opportunity for a hearing to challenge the contents of their MVP School for Veterinary Professionals records to ensure accuracy. Challenges must be made in writing to the Provost and Program Director.

Students may authorize release of their records to intended persons or institutions by making the request, in writing, to the Associate Dean of Faculty and Student Services. No access or release of any personally identifiable records or files on students will be allowed to any individual, agency, or organization without prior written consent of the student, except as is required and allowed by the Family Education Rights and Privacy Act (FERPA).

Placement Services

As all students will be current employees of Mission Pet Health there are no placement services for graduates.

Technology Requirements

System and Browser Requirements

To successfully participate in our program, students must have consistent access to a computer or laptop equipped with modern capabilities to handle our web-based course Platform.

Hardware/Software	Recommended	Minimum
Operating System	- Windows 10 (latest stable release) (64-bit) - MacOSX 10.16 or higher (64-bit)	- Windows 10 (64-bit) - Mac OS X 10.13 (64-bit)
Processor	Intel i7 (64-bit) Amd Ryzen 7 (64-bit)	Intel i5 (64-bit) Amd Ryzen 5 (64-bit)
Memory	8 GB of RAM or higher	8 GB of RAM
Monitor Resolution	1920 x 1080 or higher	1024 x 768
Free Hard Disk Space	50GB or higher of free space	50 GB of free disk space
Additional Hardware and Accessories	- External mouse - Power bank - Protective sleeve or padded bag - Flash/external drive	- Speakers and microphone or headset - Webcam - Power cord / charging cord / charger
Internet Connection	Broadband (high-speed) Internet connection with a speed of 3 Mbps or higher	Broadband (high-speed) Internet connection

Internet Browser	• Google Chrome (latest stable release) • Mozilla Firefox (latest stable release)	• Microsoft Edge 88+ • Safari 13+
Document Processing	Microsoft Office	Google Suite
PDF Reader	Adobe Acrobat Reader	Google Chrome
Accessibility Technology (if needed)	Available in Brightspace and Windows Office	Available in Brightspace
Third-party Proctoring for Assessment (some tests)	Additional Software Device Types and Size Requirements* Acceptable devices used for assessment include laptops (PC or Mac) with a minimum screen size of 11 inches. *Please note a Chromebook or tablet may NOT be used for virtually proctored exams	Additional Software Device Types and Size Requirements* Acceptable devices used for assessment include laptops (PC or Mac) with a minimum screen size of 11 inches. *Please note a Chromebook or tablet may NOT be used for virtually proctored exams
Mobile Device Use and Support	Mobile device is defined as a smartphone or tablet computer. Mobile device use is acceptable for classroom learning activities if allowed by the faculty. However, mobile devices may NOT be used for any proctored assessment (quiz, text, or exam).	Mobile device is defined as a smartphone or tablet computer. Mobile device use is acceptable for classroom learning activities if allowed by the faculty. However, mobile devices may NOT be used for any assessment (quiz, test, or exam). examination requirements. For current Brightspace mobile browser support information, visit https://community.d2l.com/brightspace/kb/articles/5663-browser-support

Veterinary Technician Diploma Program

Quarter credits – 64

Quarters – 6 (full time)

Program Learning Outcomes

Upon completion of the Veterinary Technician Diploma Program, graduates will be able to:

1. **Apply foundational knowledge of biology, anatomy, physiology, medical terminology, and algebra** to support safe and accurate veterinary patient care.
2. **Perform common veterinary nursing procedures** related to patient assessment, restraint, nutrition, wound care, surgical preparation, and medical support under appropriate supervision.
3. **Calculate and verify medication dosages, fluid rates, and other clinical calculations** using accepted veterinary mathematical methods.
4. **Demonstrate understanding of pharmacologic principles**, including drug classifications, indications, contraindications, patient monitoring, adverse effects, and client education considerations.
5. **Recognize common disease processes, parasites, infectious agents, and laboratory findings** relevant to companion, large animal, exotic, and laboratory animal patients.
6. **Support diagnostic procedures**, including specimen collection and handling, clinical laboratory testing, cytologic evaluation, imaging preparation, patient positioning, and radiation safety practices.
7. **Apply safe restraint, handling, husbandry, and nursing principles** for a range of animal species, including companion animals, livestock, horses, exotic species, and laboratory animals.
8. **Communicate professionally with veterinary team members and clients**, using organized, accurate, and respectful written, verbal, and interpersonal communication.
9. **Demonstrate professional behaviors**, including ethical conduct, patient safety, teamwork, attention to detail, and accountability in clinical settings.

Quarter 1- 12.5 credits

BIO 101 – Biology (General Education Course)

5.0 CREDITS

Biology introduces the major classes of inorganic and organic molecules and their major roles and reaction types in mammalian organisms. Reaction controls including pH, ion dynamics, and enzymes are emphasized. Cell physiology considers intracellular organelle structure and function with emphasis on how inherited genetic codes translate to cells' expression of their function.

Description and identification of tissues, including integumentary tissues, relate to the population and organization of the cells they contain. Features of tissues are considered at the gross and microscopic levels. Biology also introduces zoologic taxonomies and the general biologic features for the species of concern.

VET 201 – Anatomy and Physiology/Medical Terminology I (Core Course)

4.0 CREDITS

Veterinary medicine, surgery, and husbandry require thorough knowledge of the form and function of the animal body. The study of anatomy and physiology provides animal health caregivers with a basis for understanding clinical application involved in the care of animals. Anatomy and Physiology I - introduces terminology, location, and clinical relevance of the structures and functions of the body. Comparative gross and microscopic anatomy and physiology between species will be presented (canine, feline, bovine, equine, and others) with physiological processes associated with various body systems. Anatomy and Physiology I - will focus on skeletal, integumentary, muscular, nervous, endocrine, blood, immunologic, and cardiovascular systems. Multiple formats will be used to demonstrate location, variation, and function of the tissues and organs of the body including an associated online laboratory component.

Basic veterinary terminology is introduced through common rules for building and breaking down medical terms utilizing word parts – prefixes, roots, combining forms, and suffixes. Scientific names, directional and positional terms, and anatomical regions including body cavities and tissue divisions are discussed. A review of the following body systems concludes Medical Terminology I – integumentary, skeletal, muscular, and cardiovascular.

ALG 104 – Algebra (General Education Course)

3.5 CREDITS

Algebra offers an in-depth study of real-number calculations. Students focus on solving equations with decimals, fractions, and ratios using algebraic rules. Students can utilize multiple methods of equation solving including algebraic formulas, ratio and proportion, and dimensional analysis. The course also offers a focus on numbering systems, using algebra to convert values, and visualizing

numbers and values.

Quarter 2- 11 credits

VET 202 – Anatomy and Physiology & Medical Terminology II (Core Course)

4.0 CREDITS

Prerequisites:

- **VET 201 –Anatomy and Physiology/Med Term I**

Anatomy and Physiology II will review competency with Anatomy and Physiology I and continue the exploration of respiratory, digestive, urinary, reproductive, pregnancy, fetal development, and

lactation systems as well as avian, reptile, and amphibian anatomy and physiology, and nutrition. Comparative anatomy and physiology will focus on clinical applications for the veterinary technician with multiple formats presenting relevant material. This course will be accompanied by an associated online laboratory component.

Veterinary medical terminology learning is continued with a systemic review of the language utilized to describe the remaining organ systems. This includes the components and functions of blood and lymph, the respiratory system, the digestive system, the nervous system, the senses, the endocrine system, the urinary system, and the reproductive system.

VET303- Clinical Calculations (Core Course)

3.0 CREDITS

Prerequisites:

- **ALG 104- Algebra**

This course presents drug dose calculations and how to solve a variety of fluid doses and rate administration problems. Practice is given for using computational arithmetic to make pharmaceutical and patient-care calculations to change concentration or volume from stock solutions. Students will practice calculating IV drugs' doses, including Constant Rate Infusions (CRIs). Modules will stress how to ensure medical prescriptions are given at the properly administered dose.

COM 105 – Interpersonal Communication and Organization (General Education Course)

4.0 CREDITS

Interpersonal Communication and Organization teaches students strategies to organize their thoughts and ideas utilizing them more effectively to communicate with others. Students are presented with many styles of communication, thinking, and learning to be able to apply this knowledge to develop personal organization and communication strategies. Students will practice

communication through writing, discussion, and presentation where their ideas are supported with organized thought, study, and research.

Quarter 3- 10.5 credits

VET 301– Patient Management, Nursing and Nutrition (Core Course)

4.0 CREDITS

In this course, students delve into core areas of veterinary care. The curriculum covers essential patient management techniques, from initial assessments to safe animal handling. Participants will gain knowledge in various nursing procedures, including animal restraint and wound care. The course also addresses the intricacies of veterinary nutrition, exploring everything from pet food label comprehension to life stage-specific dietary needs. The course integrates real-life case studies and offers continuous assessments, ensuring a holistic grasp

of the subject matter.

VET 302 – Pharmacology I (Core Course)

2.0 CREDITS

Prerequisites:

- **VET 201 – Anatomy and Physiology/Med Term I**
- **VET303- Clinical Calculations**

The pharmacology courses present drug actions, kinetics and drug classes and individual prescription and non-prescription drugs commonly used in contemporary veterinary practice. Course emphasis is clinical use by the veterinary technician, drug safety and caregivers' monitoring for both efficacy and side effects during therapy. Educational points to clients are emphasized and all drugs are presented in an organ system approach. Pharmacology I - covers drugs that affect the nervous, cardiovascular, respiratory, gastrointestinal, and urinary systems; those used for anesthesia and analgesia; and those utilized for anti-inflammatory purposes.

BEH 106- Behavior and Learning (General Education Course)

4.5 CREDITS

Behavior and Learning introduces students to the principles of behavior in humans and non-human animals and the theories behind the drivers for behavior both natural and learned. Students are introduced to established and new theories in behavior modification and conditioning. Discussion connects these theories to practical applications for the students' own behavior and their relationships, understanding, and interactions with other humans and with animals.

Quarter 4- 10 credits

VET 503 – Survey of Companion Animal Diseases (Core Course)

4.0 CREDITS

Prerequisites:

- **VET301 Patient Management, Nursing, and Nutrition**

An overview of a number of more common companion animal diseases and injuries with which the credentialed veterinary technician will be familiar for purposes of case management, patient care, staff and referral communications and client contact. Topics covered include an introduction to the more common classes of etiologic agents including – infectious, congenital, metabolic, and endocrine, traumatic, neoplastic, nutritional, and environmental, and degenerative. A survey of typical response patterns to these etiologies will complete the

introduction followed by descriptions of disease situations on a systems basis. Course coverage will necessarily incorporate concepts and facts from previous work including medical terminology, anatomy and physiology, nutrition, pharmacology, laboratory procedures/results, and nursing.

VET 402 – Pharmacology II (Core Course)

2.0 CREDITS

Prerequisites:

- **VET 302 – Pharmacology I**

The pharmacology courses present drug actions, kinetics and drug classes and individual prescription and non-prescription drugs commonly used in contemporary veterinary practice. Course emphasis is clinical use by the veterinary technician, drug safety and caregivers' monitoring for both efficacy and side effects during therapy. Educational points to clients are emphasized and all drugs are presented in an organ system approach. Pharmacology II covers fluids and intravenous solutions, antimicrobics, antiparasitic, endocrine and reproductive drugs, chemotherapeutic agents, immunizations, otic, and ophthalmic drugs, integumentary drugs, and emergency drugs.

VET 401 – Medical and Surgical Nursing (Core Course)

4.0 CREDITS

Prerequisites:

- **VET 301 – Patient Management, Nursing and Nutrition**

This course facilitates the understanding and growth of knowledge related to small animal diseases. Participants will engage with modules on diagnostic sampling, therapeutic techniques, and delve into the realms of physical therapy, rehabilitation, and alternative medicine. The course

offers virtual walkthroughs on preparing surgical packs and central supply activities. Learners will become familiar with operating room protocols, specifically for circulating and scrub assistant roles. Additionally, the course emphasizes the identification and inventory of surgical instruments, as well as best practices for ensuring safety within an operating room environment.

Quarter 5- 10 credits

VET 501 – Clinical Parasitology and Microbiology (Core Course)

3.0 CREDITS

Clinical Parasitology and Microbiology allows students to focus on host-parasite relationships as found in common infestations and infections as well as selected microbe pathogens of concern in veterinary medicine. The course provides descriptions of the pathophysiologic

mechanisms of various parasite classes with emphasis on life cycles parasites employ to perpetuate reproduction. Course emphasis is a comprehensive consideration of the major classes of internal and external parasites in companion and large animal species and the use of microscopic and immunologic testing techniques to detect parasites. Microbiologic laboratory techniques focus on collecting, processing, and submitting microbial specimens for identification, overview of their various pathogenic mechanisms, and how responses to potential antimicrobial therapy are predicated by laboratory means.

VET 701 – Diagnostic Imaging (Core Course)

4.0 CREDITS

Prerequisites:

- VET 202 – Anatomy and Physiology/Med Term II

This course opens with a deep dive into the physics of x-ray generation and the differential absorption of ionizing radiation by tissues. Students will explore the intricacies of both analog and digital image production and display. Through interactive modules, learners will virtually engage with a variety of radiographic equipment and accessories, gaining insights into the theory and best practices for ensuring personnel and patient safety during radiographic procedures. Virtual simulations will guide students in practicing veterinary patient positioning techniques for dogs, cats, and horses. The course also introduces students to radiographic contrast studies, axial imaging options, and the latest uses of ultrasonography and endoscopy in diagnostic image creation.

VET 601 Clinical Chemistry and Interpretive Cytology

3.0 CREDITS

In this course, students learn how to collect, prepare, and interpret specimens for various analytic procedures and microscopy. This includes handling whole blood, serum, plasma, urine, cavity effusions, aspirates, tissue swabs, impressions, and scrapings. The course places significant emphasis on conducting both automated and manual procedures for complete blood counts, chemical analyte quantification, immunodiagnostics, and the microscopic evaluation of cell populations. Additionally, it covers best practices for laboratory quality control, adherence to safety regulations, and effective communication with external laboratory services and consultants.

Quarter 6- 10 credits

VET 602 – Critical Care Nursing (Core Course)

4.0 CREDITS

Reading, lecture and case-discussions introduce emergency and critical care topics including clinical triage, assessment of polytrauma, cardiopulmonary resuscitation CPR, and the physiologic and metabolic monitoring techniques appropriate to the veterinary critical care unit. Course emphasis is how technicians and medical teams prepare for a variety of

emergency presentations including shock, fluid and transfusion medicine, pain assessment and management, hypoventilation and airway control, common intoxications, and metabolic emergencies. This course also considers technicians' perspectives and participation in hospice and end-of-life concerns.

VET 702 – Large Animal Nursing (Core Course)

3.0 CREDITS

Presentations and readings provide an overview of veterinary procedures associated with cattle, sheep, goats, and horses. This course features information on populations of livestock and horses with objectives of seeing and practicing safe restraint and handling for procedural assisting.

VET 703 – Exotic and Laboratory Animal Nursing (Core Course)

3.0 CREDITS

Exotic and Laboratory Animal Nursing provides an overview of the zoologic taxonomies and the natural nutrition, lifestyle, and behaviors, expected for laboratory and exotic animal species.

Course emphasis on husbandry will help in accommodating the needs and instincts to best promote wellness and safety for the animals. Options for restraint, examination and treatment are also considered.

Veterinary Technician Associate Degree Program

Quarter credits – 97

Quarters – 8 (full time)

Program Learning Outcomes

Upon completion of the Veterinary Technician Associate Degree Program, graduates will be able to:

1. **Integrate knowledge of biological sciences, anatomy, physiology, medical terminology, mathematics, communication, behavior, English composition, and history** to support professional judgment and lifelong learning.
2. **Perform and document veterinary nursing procedures** across companion animal, large animal, exotic, and laboratory animal settings in accordance with accepted standards of care and institutional protocols.
3. **Apply clinical calculations, pharmacology, anesthesia, analgesia, and pain management principles** to promote safe medication administration and patient monitoring.
4. **Assist with medical, surgical, dental, diagnostic imaging, laboratory, emergency, and critical care procedures** while maintaining patient safety, infection control, and professional standards.
5. **Collect, prepare, analyze, and communicate diagnostic information** from laboratory specimens, imaging studies, patient assessments, medical records, and clinical observations.

6. **Recognize common diseases, injuries, parasites, microorganisms, and pathophysiologic patterns** and explain their relevance to veterinary patient care, client communication, and case management.
7. **Demonstrate competency in anesthesia and dentistry support**, including patient assessment, monitoring, equipment use, dental charting, dental radiography, periodontal treatment support, and client education.
8. **Apply safe restraint, handling, husbandry, and nursing principles** for a range of animal species, including companion animals, livestock, horses, exotic species, and laboratory animals.
9. **Communicate effectively and professionally** through written, verbal, and interpersonal methods, including documentation, client education, team communication, research-based writing, and presentation.
10. **Demonstrate professional readiness for entry-level veterinary technician practice**, including ethical conduct, clinical accountability, problem-solving, teamwork, completion of required essential skills, and preparation for graduation and the VTNE.

Quarter 1- 12.5 credits

BIO 101 – Biology (General Education Course)

5.0 CREDITS

Biology introduces the major classes of inorganic and organic molecules and their major roles and reaction types in mammalian organisms. Reaction controls including pH, ion dynamics, and enzymes are emphasized. Cell physiology considers intracellular organelle structure and function with emphasis on how inherited genetic codes translate to cells' expression of their function.

Description and identification of tissues, including integumentary tissues, relate to the population and organization of the cells they contain. Features of tissues are considered at the gross and microscopic levels. Biology also introduces zoologic taxonomies and the general biologic features for the species of concern.

VET 201 – Anatomy and Physiology/Medical Terminology I (Core Course)

4.0 CREDITS

Veterinary medicine, surgery, and husbandry require thorough knowledge of the form and function of the animal body. The study of anatomy and physiology provides animal health caregivers with a basis for understanding clinical application involved in the care of animals. Anatomy and Physiology I - introduces terminology, location, and clinical relevance of the structures and functions of the body. Comparative gross and microscopic anatomy and physiology between species will be presented (canine, feline, bovine, equine, and others) with

physiological processes associated with various body systems. Anatomy and Physiology I - will focus on skeletal, integumentary, muscular, nervous, endocrine, blood, immunologic, and cardiovascular systems. Multiple formats will be used to demonstrate location, variation, and function of the tissues and organs of the body including an associated online laboratory component.

Basic veterinary terminology is introduced through common rules for building and breaking down medical terms utilizing word parts – prefixes, roots, combining forms, and suffixes. Scientific names, directional and positional terms, and anatomical regions including body cavities and tissue divisions are discussed. A review of the following body systems concludes Medical Terminology I – integumentary, skeletal, muscular, and cardiovascular.

ALG 104 – Algebra (General Education Course)

3.5 CREDITS

Algebra offers an in-depth study of real-number calculations. Students focus on solving equations with decimals, fractions, and ratios using algebraic rules. Students can utilize multiple methods of equation solving including algebraic formulas, ratio and proportion, and dimensional analysis. The course also offers a focus on numbering systems, using algebra to convert values, and visualizing numbers and values.

Quarter 2- 11credits

VET 202 – Anatomy and Physiology & Medical Terminology II (Core Course)

4.0 CREDITS

Prerequisites:

- **VET 201 –Anatomy and Physiology/Med Term I**

Anatomy and Physiology II will review competency with Anatomy and Physiology I and continue the exploration of respiratory, digestive, urinary, reproductive, pregnancy, fetal development, and lactation systems as well as avian, reptile, and amphibian anatomy and physiology, and nutrition. Comparative anatomy and physiology will focus on clinical applications for the veterinary technician with multiple formats presenting relevant material. This course will be accompanied by an associated online laboratory component.

Veterinary medical terminology learning is continued with a systemic review of the language utilized to describe the remaining organ systems. This includes the components and functions of blood and lymph, the respiratory system, the digestive system, the nervous system, the senses, the endocrine system, the urinary system, and the reproductive system.

VET303- Clinical Calculations (Core Course)

3.0 CREDITS

Prerequisites:

- **ALG 104- Algebra**

This course presents drug dose calculations and how to solve a variety of fluid doses and rate administration problems. Practice is given for using computational arithmetic to make pharmaceutical and patient-care calculations to change concentration or volume from stock solutions. Students will practice calculating IV drugs' doses, including Constant Rate Infusions (CRIs). Modules will stress how to ensure medical prescriptions are given at the properly administered dose.

COM 105 – Interpersonal Communication and Organization (General Education Course)

4.0 CREDITS

Interpersonal Communication and Organization teaches students strategies to organize their thoughts and ideas utilizing them more effectively to communicate with others. Students are presented with many styles of communication, thinking, and learning to be able to apply this knowledge to develop personal organization and communication strategies. Students will practice communication through writing, discussion, and presentation where their ideas are supported with organized thought, study, and research.

Quarter 3- 10.5 credits

VET 301– Patient Management, Nursing and Nutrition (Core Course)

4.0 CREDITS

In this course, students delve into core areas of veterinary care. The curriculum covers essential patient management techniques, from initial assessments to safe animal handling. Participants will gain knowledge in various nursing procedures, including animal restraint and wound care. The course also addresses the intricacies of veterinary nutrition, exploring everything from pet food label comprehension to life stage-specific dietary needs. The course integrates real-life case studies and offers continuous assessments, ensuring a holistic grasp of the subject matter.

VET 302 – Pharmacology I (Core Course)

2.0 CREDITS

Prerequisites:

- **VET 201 – Anatomy and Physiology/Med Term I**
- **VET303- Clinical Calculations**

The pharmacology courses present drug actions, kinetics and drug classes and individual prescription and non-prescription drugs commonly used in contemporary veterinary practice. Course emphasis is clinical use by the veterinary technician, drug safety and caregivers' monitoring for both efficacy and side effects during therapy. Educational points to clients are emphasized and all drugs are presented in an organ system approach. Pharmacology I - covers

drugs that affect the nervous, cardiovascular, respiratory, gastrointestinal, and urinary systems; those used for anesthesia and analgesia; and those utilized for anti-inflammatory purposes.

BEH 106- Behavior and Learning (General Education Course)

4.5 credits

Behavior and Learning introduces students to the principles of behavior in humans and non-human animals and the theories behind the drivers for behavior both natural and learned. Students are introduced to established and new theories in behavior modification and conditioning. Discussion connects these theories to practical applications for the students' own behavior and their relationships, understanding, and interactions with other humans and with animals.

Quarter 4- 10 credits

VET 503 – Survey of Companion Animal Diseases (Core Course)

4.0 CREDITS

Prerequisites:

- **VET301 Patient Management, Nursing, and Nutrition**

An overview of a number of more common companion animal diseases and injuries with which the credentialed veterinary technician will be familiar for purposes of case management, patient care, staff and referral communications and client contact. Topics covered include an introduction to the more common classes of etiologic agents including – infectious, congenital, metabolic, and endocrine, traumatic, neoplastic, nutritional, and environmental, and degenerative. A survey of typical response patterns to these etiologies will complete the introduction followed by descriptions of disease situations on a systems basis. Course coverage will necessarily incorporate concepts and facts from previous work including medical terminology, anatomy and physiology, nutrition, pharmacology, laboratory procedures/results, and nursing.

VET 402 – Pharmacology II (Core Course)

2.0 CREDITS

Prerequisites:

- **VET 302 – Pharmacology I**

The pharmacology courses present drug actions, kinetics and drug classes and individual prescription and non-prescription drugs commonly used in contemporary veterinary practice. Course emphasis is clinical use by the veterinary technician, drug safety and caregivers' monitoring for both efficacy and side effects during therapy. Educational points to clients are emphasized and all drugs are presented in an organ system approach. Pharmacology II covers fluids and intravenous solutions, antimicrobics, antiparasitic, endocrine and reproductive drugs, chemotherapeutic agents, immunizations, otic, and ophthalmic drugs, integumentary drugs, and emergency drugs.

VET 401 – Medical and Surgical Nursing (Core Course)

4.0 CREDITS

Prerequisites:

- **VET 301 – Patient Management, Nursing and Nutrition**

This course facilitates the understanding and growth of knowledge related to small animal diseases. Participants will engage with modules on diagnostic sampling, therapeutic techniques, and delve into the realms of physical therapy, rehabilitation, and alternative medicine. The course offers virtual walkthroughs on preparing surgical packs and central supply activities. Learners will become familiar with operating room protocols, specifically for circulating and scrub assistant roles. Additionally, the course emphasizes the identification and inventory of surgical instruments, as well as best practices for ensuring safety within an operating room environment.

Quarter 5- 10 credits

VET 501 – Clinical Parasitology and Microbiology (Core Course)

3.0 CREDITS

Clinical Parasitology and Microbiology allows students to focus on host-parasite relationships as found in common infestations and infections as well as selected microbe pathogens of concern in veterinary medicine. The course provides descriptions of the pathophysiologic mechanisms of various parasite classes with emphasis on life cycles parasites employ to perpetuate reproduction. Course emphasis is a comprehensive consideration of the major classes of internal and external parasites in companion and large animal species and the use of microscopic and immunologic testing techniques to detect parasites. Microbiologic laboratory techniques focus on collecting, processing, and submitting microbial specimens for identification, overview of their various pathogenic mechanisms, and how responses to potential antimicrobial therapy are predicated by laboratory means.

VET 701 – Diagnostic Imaging (Core Course)

4.0 CREDITS

Prerequisites:

- **VET 202 – Anatomy and Physiology/Med Term II**

This course opens with a deep dive into the physics of x-ray generation and the differential absorption of ionizing radiation by tissues. Students will explore the intricacies of both analog and digital image production and display. Through interactive modules, learners will virtually engage with a variety of radiographic equipment and accessories, gaining insights into the theory and best practices for ensuring personnel and patient safety during radiographic procedures. Virtual simulations will guide students in practicing veterinary patient positioning techniques for dogs, cats, and horses. The course also introduces students to radiographic contrast studies, axial imaging options, and the latest uses of ultrasonography and endoscopy in diagnostic image creation.

VET 601– Clinical Chemistry and Interpretive Cytology (Core Course)

3.0 CREDITS

In this course, students learn how to collect, prepare, and interpret specimens for various analytic procedures and microscopy. This includes handling whole blood, serum, plasma, urine, cavity effusions, aspirates, tissue swabs, impressions, and scrapings. The course places significant emphasis on conducting both automated and manual procedures for complete blood counts, chemical analyte quantification, immunodiagnostics, and the microscopic evaluation of cell populations. Additionally, it covers best practices for laboratory quality control, adherence to safety regulations, and effective communication with external laboratory services and consultants.

Quarter 6- 10 credits

VET 602 – Critical Care Nursing (Core Course)

4.0 CREDITS

Reading, lecture and case-discussions introduce emergency and critical care topics including clinical triage, assessment of polytrauma, cardiopulmonary resuscitation CPR, and the physiologic and metabolic monitoring techniques appropriate to the veterinary critical care unit. Course emphasis is how technicians and medical teams prepare for a variety of emergency presentations including shock, fluid and transfusion medicine, pain assessment and management, hypoventilation and airway control, common intoxications, and metabolic emergencies. This course also considers technicians' perspectives and participation in hospice and end-of-life concerns.

VET 702 – Large Animal Nursing (Core Course)

3.0 CREDITS

Presentations and readings provide an overview of veterinary procedures associated with cattle, sheep, goats, and horses. This course features information on populations of livestock

and horses with objectives of seeing and practicing safe restraint and handling for procedural assisting.

VET 703 – Exotic and Laboratory Animal Nursing (Core Course)

3.0 CREDITS

Exotic and Laboratory Animal Nursing provides an overview of the zoologic taxonomies and the natural nutrition, lifestyle, and behaviors, expected for laboratory and exotic animal species. Course emphasis on husbandry will help in accommodating the needs and instincts to best promote wellness and safety for the animals. Options for restraint, examination and treatment are also considered.

Quarter 7- 15 credits

VET 502 -Anesthesia and Analgesia (Core Course)

5.0 CREDITS

Anesthesia and Analgesia starts with a review of cardiorespiratory mechanics and control mechanisms and the physiology of pulmonary gas exchange and an overview of the pharmacology of all classes of injectable anesthetics and analgesics. Course emphasis is pre-anesthesia data collection and assessment for risk; how to consider the benefits and risks of drug protocols and the options for inducing, maintaining, assessing, and monitoring general anesthesia. We will examine a variety of anesthesia machines, breathing circuits, monitoring modalities and equipment and how these melds into systems for safe and effective care of an individual patient. At the end of this course the student should be able to understand and describe an anesthetized patient's status changes from physiologic monitoring information, be able to respond to changing conditions within the period of general anesthesia, and demonstrate the skills and behaviors required to accept the responsibility of caring for any sedated or anesthetized patient.

VET 603 -Dentistry (Core Course)

5.0 CREDITS

Dentistry teaches students anatomy of the soft tissue, bony and dental structures of the oral cavity; tooth identification and numbering systems for large and small animals; normal vs. abnormal dental occlusion and common pathologic changes to the teeth and the subgingival sulcus. Course emphases are oral/dental radiography, periodontal examination, dental charting, and the theory and techniques for periodontal treatment in naturally occurring dental disease as well as client education for pets' preventive and post-procedural dental care.

GENED 102 -English (General Education Course)

3.0 CREDITS

English composition emphasizes planning, writing, and revising of assigned compositions, including development of critical and logical thinking skills. It includes compositions that stress analytical, persuasive, and/or argumentative writing. Knowledge of quality information resources, library use, and development and application of information retrieval skills are included in this course.

VET403 Capstone I

2.0 CREDITS

Competence Capstone I - reviews, summarizes, and integrates all previous course material from the first four quarters to “connect the dots” between facts, concepts, skills, and behaviors relevant

to the field. The reviews conclude with a comprehensive examination to assess and support current learning.

Quarter 8- 18 credits

GENED 103 US History (General Education Course)

4.0 CREDITS

A chronological exploration of the formative years of the United States, this course delves into the nation's journey from colonization to its emergence as a unified republic. Charting political, economic, cultural, and environmental milestones, students will gain insight into the diverse tapestry of early American life. The curriculum covers key topics such as colonial trade dynamics, the gold rush era, interactions with Native American communities, and the evolution of agriculture. By the end of the course, students will have an understanding of the myriad factors that coalesced to shape the foundational narrative of the United States.

VET 704 Capstone II

2.0 CREDITS

This course reviews, summarizes and integrates all veterinary course material from the fifth through the seventh quarter from all sources, to “connect the dots” between facts, concepts, skills and behaviors relevant to the field. The course concludes with a comprehensive examination to assess and support current learning. This examination measures students’ readiness for graduation and the VTNE.

VET 801 Externship (Core Course)

12.0 CREDITS

Externship involves external student deployment to participating clinics, hospitals, or other appropriate venues, to reinforce academic learning, psychomotor skills and professional behaviors prior to graduation. This practical veterinary experience expands student knowledge

and builds proficiency of acquired skills through task specific exercises. Practical experiences are for the purpose of honing skills learned in formal instructional settings and are scheduled to occur following the completion of essential skills acquisition. Successful completion of all required skills must be evaluated by program personnel prior to externship.

Academic Calendar

Spring 2026 Quarter

Date	Event
Monday, April 13, 2026	Add/Drop Deadline
Thursday, April 16, 2026	Application Window Opens for Summer 2026
Thursday, May 7, 2026	Admission Application Deadline for Summer 2026
Monday, May 25, 2026	School Closed for Memorial Day
Friday, June 5, 2026	Last Day of Spring 2026 Quarter

Summer 2026 Quarter

Date	Event
Monday, June 29, 2026	Summer 2026 Quarter Begins
Saturday, July 4, 2026	Independence Day
Monday, July 13, 2026	Add/Drop Deadline
Thursday, July 16, 2026	Admission Window Opens for Fall 2026
Thursday, August 6, 2026	Admission Application Deadline for Fall 2026
Friday, September 4, 2026	Last Day of Summer 2026 Quarter

Fall 2026 Quarter

Date	Event
Monday, September 7, 2026	School Closed for Labor Day
Monday, September 28, 2026	Fall 2026 Quarter Begins
Monday, October 12, 2026	Add/Drop Deadline
Thursday, October 15, 2026	Admission Window Opens for Winter 2027
Thursday, November 5, 2026	Admission Application Deadline for Winter 2027
Thursday, November 26, 2026	School Closed for Thanksgiving
Friday, December 4, 2026	Last Day of Fall 2026 Quarter

Winter 2027 Quarter

Date	Event
Friday, December 25, 2026	School Closed for Christmas
Monday, December 28, 2026	Winter 2027 Quarter Begins
Friday, January 1, 2027	School Closed for New Year's Holiday
Monday, January 11, 2027	Add/Drop Deadline
Thursday, January 14, 2027	Application Window Opens for Spring 2027
Thursday, February 4, 2027	Admission Application Deadline for Spring 2027
Friday, March 5, 2027	Last Day of Winter 2027 Quarter

Spring 2027 Quarter

Date	Event
Monday, March 29, 2027	Spring 2027 Quarter Begins
Monday, April 12, 2027	Add/Drop Deadline
Thursday, April 15, 2027	Application Window Opens for Summer 2027
Thursday, May 6, 2027	Admission Application Deadline for Summer 2027
Monday, May 31, 2027	School Closed for Memorial Day
Friday, June 4, 2027	Last Day of Spring 2027 Quarter

Summer 2027 Quarter

Date	Event
Monday, June 28, 2027	Summer 2027 Quarter Begins
Sunday, July 4, 2027	Independence Day
Monday, July 12, 2027	Add/Drop Deadline
Thursday, July 15, 2027	Admission Window Opens for Fall 2027
Thursday, August 5, 2027	Admission Application Deadline for Fall 2027

Fall 2027 Quarter

Date	Event
Monday, September 6, 2027	School Closed for Labor Day
Monday, September 27, 2027	Fall 2027 Quarter Begins
Monday, October 11, 2027	Add/Drop Deadline
Thursday, October 14, 2027	Admission Window Opens for Winter 2028
Thursday, November 4, 2027	Admission Application Deadline for Winter 2028
Thursday, November 25, 2027	School Closed for Thanksgiving
Friday, December 2, 2027	Last Day of Fall 2027 Quarter

Winter 2028 Quarter

Date	Event
Saturday, December 25, 2027	Christmas Day
Monday, December 27, 2027	Winter 2028 Quarter Begins

Appendix A – Instructional Resources and Equipment List

This list designed by the American Veterinary Medical Association, Committee on Veterinary Technician Education and Activities is utilized to monitor resources used in educating veterinary technicians. Items on this list are either available to MVP School for Veterinary Professionals students in clinics or at Fast Track Lab Sites for primary teaching purposes. In addition to the required items listed below, MVP School for Veterinary Professionals has a much broader assortment of instructional resources and equipment available for primary teaching purposes both in hospitals and in off campus clinical sites for use by students and faculty.

Companion Animals

- Cats
- Dogs
- Horses/ponies

Food Animals

- Cattle

Laboratory and Exotic Animals

- Mice
- Rabbits
- Rats
- Birds

Instructional Equipment

- Camera
- Computer
- Microscope with camera or teaching microscope
- Presentation system and software
- Video recording/viewing equipment

Specimens and Models

- Large animal skeletal limb
- Small animal skeletons

Clinical Equipment

- Anesthesia machine – small animal
 - Isoflurane and Sevoflurane
 - Non-rebreathing system
 - Waste anesthetic gas exhaust system
- Animal gurney or stretcher
- Autoclave
- Bandaging/casting material
- Bathing equipment
- Blood pressure monitoring equipment
- Cages complying with federal regulations
- Capnometer
- Cardiac monitor
- Controlled drug cabinet
- Dehorner
- Dental instruments
 - Large animal dental floats
 - Small animal
 - Ultrasonic scaler and polisher
 - Hand instruments
- Electric clippers
- Electrocardiograph
- Electrosurgical Equipment
- Emasculator
- Emergency crash kit
 - Emergency drugs and dosages
 - Supplies and equipment
- ET tubes
- Ambu bag
- Endotracheal tubes
- Esophageal stethoscope
- Examination tables
- Fluid pump
- Hoof trimmer and picks
- Laryngoscope

- Microchip scanner
- Nail trimmers
- Ophthalmoscope
- Oral dosing equipment
 - o Laboratory animal
 - o Large animal
 - o Small animal
- Oral speculum for small animals
- Orthopedic equipment
- Otoscope
- Pulse Oximeter
- Resuscitation bag
- Scales
- Stethoscope
- Surgical instruments (basic)
- Surgical lights
- Surgical suction
- Syringe pump
- Surgical tables
- Syringes
- Temperature monitoring device
- Tonometer
- Tourniquet
- Tubes, feeding and gavage
- Ultrasound Machine
- Vaginal speculum
- Ventilator
- Warming device

Restraint equipment

- Rodent
- Cattle chute
- Twitch
- Ropes
- Halter
- Elizabethan collar

- Restraint pole
- Muzzle

Laboratory Equipment

- Blood mixer/rocker
- Centrifuge
- Clinical chemistry analyzer
- Manual blood cell counter
- Electronic blood cell counter
- Hand tally cell counter
- Incubator
- McMaster method slide
- Microhematocrit centrifuge
- Microscopes
- Refractometer
- Scales, laboratory

Radiographic Imaging Equipment

- Protective aprons and gloves
- Calipers
- Cassette holders
- Film identification markers
- Protective thyroid collar
- Radiation safety badges
- Storage racks for gloves and aprons
- Radiographic machine
 - o Fixed
 - o Portable
 - o Dental

Appendix B – Social Media and Technology Policy

Questions or concerns regarding the social media and technology policy should be directed to the Program Director.

Guidelines for Representing the School on Social Media Websites

If you are an employee or student of MVP School for Veterinary Professionals and are using social media websites that will reference MVP School for Veterinary Professionals in any way (including mentioning our employees, services, and competitors), you must state that your opinions are yours alone and are not those of MVP School for Veterinary Professionals. You must also identify yourself as an employee or student of the MVP School for Veterinary Professionals.

You are not authorized to speak on behalf of MVP School for Veterinary Professionals without expressed permission from the Program Director. If you have permission to speak on behalf of MVP School for Veterinary Professionals on such websites, please notify MVP School for Veterinary Professionals you are writing on social media websites or blogs.

Confidentiality

You are prohibited from writing information on your social media page, blog or website that is considered proprietary or confidential. Confidential or proprietary information can include course information and documents, company or marketing strategies and plans, or any other information that has not already been released to the public. If you are not sure what is considered proprietary and confidential, consult with the Program Director.

MVP School for Veterinary Professionals logos or trademarked items may not be used without prior written authorization from MVP School for Veterinary Professionals

Ownership of Social Media Pages

If you create or manage a social media page on behalf of MVP School for Veterinary Professionals, all information contained on the social media page, including friends, contacts, followers, likes, and any other proprietary or sensitive information, will be considered property of MVP School for Veterinary Professionals. No employee or student will have any ownership rights over such materials. These social media websites include, but are not limited to: Facebook, Twitter (X), Tik Tok, Instagram, Myspace, LinkedIn; YouTube, and Pinterest.

Privacy

The contents of your social media page, blog or website should always treat MVP School for Veterinary Professionals and its employees or students and customers/clients with respect. No name-calling or negative behavior that will reflect onto the school will be tolerated. Unfounded accusations, name-calling or using trademarks or logos without permission are grounds for dismissal.

You must consider the privacy rights of your fellow employees or students. If you are choosing to write about them, you should obtain prior permission to ensure you are not infringing on their right of privacy.

MVP School for Veterinary Professionals encourages students, staff, and faculty to become

familiar with and adjust the privacy settings of their social media and other web accounts so that they have appropriate control over who can see what they post and understand what content is potentially public.

Liability

You are legally liable for anything you write online. Anything that infringes on the rights of MVP School for Veterinary Professionals could cause a hostile environment is subject to disciplinary action by MVP School for Veterinary Professionals as well as potential legal action.

Media Contact

Any inquiries from third-party organizations about MVP School for Veterinary Professionals, our products, customers or employees or students should be referred to the Program Director.

Appendix C – Confidentiality and Privacy Policy

The MVP School for Veterinary Professionals is committed to protecting the privacy and confidentiality of student records and personal information. The school maintains all student academic and personal records in accordance with applicable state and federal laws, including the Family Educational Rights and Privacy Act (FERPA).

Access to Records

Access to student information is restricted to authorized personnel who require it to perform their job duties. Academic and personal records are maintained securely to prevent unauthorized access, alteration, or disclosure.

Disclosure of Information

The school may share limited student information with approved third-party service providers for the purpose of delivering educational content, tools, and resources. Such providers are required to safeguard student information in accordance with applicable privacy laws and may not use the information for any other purpose.

Information is released to any other third parties only with the student's written consent or when required by law, such as in response to a court order, accreditation review, or in cases involving health or safety emergencies.

Student Rights

Students have the right to:

- Inspect and review their educational records.
- Request amendments to records they believe are inaccurate.
- Consent to disclosures of personally identifiable information, except where permitted by law without consent.

Appendix D – Personal Safety Policies

These policies are general personal safety policies that apply to all students, while on campus, at an off campus clinical site, or at an MVP School for Veterinary Professionals sponsored event. Additional specific policies and training are provided in courses where they best apply.

Aggressive Animal Policy

Any animal deemed “aggressive” is identified by a red laminated card at the front of the cage, run or stall. To eliminate the risk of injury to students and animals, only trained faculty and/or staff members handle animals identified as “aggressive”. Students are not permitted to handle any animals identified as “aggressive”.

Bite/Scratch Policy and Procedure

Students understand that curriculum requirements will require interaction with a variety of animal species, including but not limited to dogs, cats, birds, rodents, cows, horses, goats, and reptiles.

Students understand that the temperament of an individual animal is inherently unpredictable and although every reasonable precaution shall be taken, the possibility exists for severe injury, which may require medical attention including hospitalization, and although highly unlikely, may result in death.

Federal Law requires that every individual, including students, carry health insurance. Students are responsible for their medical expenses and for providing adequate health insurance coverage while attending MVP School for Veterinary Professionals.

Incident Reporting Policy and Procedure

All students, faculty and staff accidents/incidents while engaged in curricular activities either on campus or off-site clinical locations must be reported to the course instructor of record or the nearest staff or faculty member. Incident report forms are available in administration and must be completed and returned to the Associate Dean of Faculty and Student Services.

Pregnancy and Potential Risk to Fetus Policy and Disclosure

Students who are pregnant, who think they may be pregnant, or who become pregnant while enrolled in the MVP School for Veterinary Professionals are strongly encouraged to inform the Program Director to discuss educational options and safety procedures and/or precautions including but not limited to:

- Accommodations to decrease risk to the mother/fetus, which may require:
 - Signed waiver from student
 - Signed acknowledgement from student’s attending physician
- Leave of absence (LOA)
- Withdrawal from the program

Students acknowledge that they are being informed of the following safety statement:

Exposure to ionizing radiation, anesthetic gases, infectious agents, zoonotic diseases, physical injury, and the necessity to lift 20-50 pounds, hormonal agents, and other biohazards may be potential health hazards to a developing fetus.

Pregnant students are advised to discuss risk factors with their attending physician and obtain signed acknowledgment regarding risk factors from their attending physician. The Associate Dean of Faculty and Student Services will place the form in the student's file.

Pregnant students electing to remain in the MVP School for Veterinary Professionals accept full responsibility for their actions and relieve MVP School for Veterinary Professionals, the faculty, and clinical affiliation sites of any responsibilities in the event of any issues resulting from the practice of veterinary medicine while pregnant.

Immunization Policy and Disclosure

MVP School for Veterinary Professionals adheres to National Guidelines regarding immunization for students. Vaccinations that are highly recommended prior to any clinical experiences include:

- MMR (Measles, Mumps, Rubella)
- Tetanus
 - Td (Tetanus, Diphtheria), or
 - DTP (Diphtheria, Tetanus, Pertussis)
- Rabies

The Center for Disease Control also recommends the following vaccinations for students:

- Covid-19
- Influenza
- Meningococcal
- OPV/IPV (Polio)
- Hepatitis B
- Hepatitis A
- Varicella (Chickenpox)
- HPV

- **Rabies Prophylaxis Policy**

The Centers for Disease Control and Prevention (CDC) recommend pre-exposure vaccination for rabies to persons in high-risk groups, such as veterinarians, veterinary technicians, animal handlers, and certain laboratory workers.

Veterinarians and their staff are classified in either the frequent or infrequent risk categories based on whether they are in rabies enzootic areas. Persons in rabies enzootic areas are in the frequent risk category and should have pre-exposure prophylaxis and serum samples tested for rabies antibody every 2 years.

Students understand that rabies is a fatal virus transmitted through the saliva of infected animals and that it may not be possible to identify an infected animal prior to any interaction.

Students understand that a pre-exposure vaccination series is required by the AVMA.

All students enrolled at MVP School for Veterinary Professionals should understand and acknowledge the inherent risks associated with working with mammals. Students must provide records of rabies prophylaxis or pre-exposure vaccination to the Provost and Program Director for inclusion in student files, along with titer or testing records prior to enrollment.

Appendix E – Student Services

Legal Assistance and Advocacy

- [Office of Child Support Services](#)
- [Legal Services \(low income\)](#)
- [Consumer Credit Counseling Services](#)
- [Domestic Violence Hotline](#) 1800-799-SAFE (7233)

Medical Assistance

- [AIDS Information](#) (800) 448-0440
- [Center for Disease Control and Prevention](#)
- [National Coalition for the Homeless](#)
- [Medicaid Information](#) – 1(800) 221-3943
- [National Institute on Deafness and Other Communication Disorders](#)
- [Substance Abuse and Mental Health Service Administration](#)
- [US Department of Health and Human Services- Pregnancy Assistance](#)

Food and/or Shelter Assistance

- [211](#)- Help with Housing, Utilities, Food
- [Feeding America](#)- Food Banks
- [Salvation Army](#)- Rent, Utility, Food Assistance, LGBTQ Support

Mental Health Assistance

MVP School for Veterinary Professionals recognizes the importance of mental well-being, especially for those in the demanding veterinary profession. To support this, we highlight a range of external resources and programs designed to assist with personal, family, or work-related challenges. These services offer confidential support for issues facing mental health issues. We encourage exploring the wide array of support options, including managing stress through healthy practices, engaging in self-care routines, and finding ways to support peers facing difficulties. There are several free mental health resources available to the public. These resources can offer support through various means, such as hotlines, text services, online platforms, and community programs. Here are some options that might be beneficial:

- National Suicide Prevention Lifeline – Offers 24/7, free and confidential support for people in distress, prevention and crisis resources. As of my last update, the Lifeline can be reached by dialing 988 in the United States.
- Crisis Text Line – Provides free, 24/7 crisis support via text. Individuals can text a keyword (such as "HOME") to 741741 to connect with a trained crisis counselor.
- 7 Cups – Offers free online chat for individuals needing emotional support. Trained volunteer listeners are available 24/7 to chat. There are also paid options for professional therapy.
- Mental Health America (MHA) – Provides a variety of resources, including free online

screening tools for mental health conditions, and information on finding free or low-cost mental health services.

- Substance Abuse and Mental Health Services Administration (SAMHSA) – Offers a national helpline that provides free, confidential information and treatment referral 24/7 for individuals and families facing mental and/or substance use disorders. The helpline can be reached at 1-800-662-HELP (4357).
- Not One More Vet Support Staff – While specifically aimed at veterinary professionals, this organization offers support and resources that may be beneficial for students in the veterinary field. <https://www.nomv.org/>

Mission Pet Health offers several programs for employees that may need mental health support that can all be found on Mission Control on the Benefits and Wellness page. There you can find links to Mental Health America, our EAP plan, and AVMA Well Being Resources.