

Dog Grooming Skills Academy

DGSA

835 Seven Hills Drive

Suite 110

Henderson, Nevada 89052

Catalog for 2025

Effective Date for January 1, 2025

Licensed to operate by the Commission on
PostSecondary Education

Introduction

The Dog Grooming Skills Academy has been designed to offer hands-on training that students will use in a career as a professional dog groomer. The Academy is a Henderson Nevada based vocational school that focuses exclusively on training future dog groomers. The school's emphasis is on in-person, closely monitored training by experienced dog grooming instructors. No modules in the course are taught using distance education.

Dog Grooming Skills Academy is open to all persons who meet entrance requirements, regardless of age, race, color, religion, national origin, disability, sex, sexual orientation, or gender orientation or expression.

According to labor statistics, a dog groomer's primary physical requirements include prolonged standing on your feet, the ability to lift and maneuver dogs of various sizes, dexterity in handling grooming tools, bending, kneeling, and good hand-eye coordination; essentially requiring significant physical stamina and agility to safely restrain and groom dogs throughout the workday.

Ownership

The Dog Grooming Skills Academy is a privately owned vocational school. The primary officer of the school is Nina Malone, Director

Faculty

Tiara Stewart, Instructor

Laura Dalin, Instructor

Terrie Reed, Instructor

School Location

The School is located at 835 Seven Hills Drive, Suite 110, Henderson, Nevada, 89052. Our facility includes 1312 square feet of classroom space that includes a separate lecture and demonstration area, bathing area and drying area. The class size is limited to six students per sixteen week course.

School Hours / Office Hours

Lecture, Demonstration and Practicum

Monday thru Thursday 5:00 pm to 8:00pm

Office Hours

Monday thru Saturday 8:00 am to 3:00 pm

Excluding Holidays

New Student Registration is continuous throughout year for following Session

2025 Program Session Dates

Session 1 Begins January 6, 2025 Ends April 24, 2025

Session 2 Begins April 28, 2025 Ends August 14, 2025

Session 3 Begins August 18, 2025 Ends December 4, 2025

Holiday Recess from November 21,2025 to January 1, 2026

Observed Holidays

Memorial Day Monday, May 26, 2025

Independence Day Friday, July 4, 2025 No class scheduled

Thanksgiving , Thursday , November 27,2025

Entrance Requirements

All students enrolling in the School must be 18 years of age. A driver's license or valid photo ID. Students must be proficient in the English language as demonstrated by passing the entrance exam.

Credit for Previous Training

Credit for previous education and training will not be accepted at the Dog Grooming Skills Academy

Nevada Student Refund Policy

NRS394.449 Requirements of policy for refunds by postsecondary education institutions.

1. Each postsecondary education institution shall have a policy for refunds which at least provides:
 - (a) That if the institution has substantially failed to furnish the training program agreed upon in the enrollment agreement, the institution shall refund to a student all the money the student has paid.
 - (b) That if the student cancels his or her enrollment before the start of the training program, the institution shall refund to the student who has paid, minus 10 percent of the tuition agreed upon in the enrollment agreement or \$150, whichever is less.
 - (c) That if a student withdraws or expelled by the institution after the start of the training program and before the completion of more than 60 percent of the program, the institution shall refund to the student a pro rata amount of the tuition agreed upon in the enrollment agreement, minus 10 percent of the tuition agreed upon in the enrollment agreement, or \$150, whichever is less.

(d) That if a student withdraws or is expelled by the institution after completion of more than 60 percent of the training program, the institution is not required to refund the student any money and may charge the student the entire cost of the tuition agreed upon in the enrollment agreement.

2. If a refund is owed pursuant to subsection 1, the institution shall pay the refund to the person or entity who paid the tuition within 15 days after the:
 - a. Date of cancellation by the student of his or her enrollment
 - b. Date of termination by the institution of the enrollment of the student
 - c. Last day of the authorized leave of absence if a student fails to return after the
Period of authorized absence or
 - d. Last day of absence by the student,
 - e. Whichever is applicable.
3. Books, educational supplies or equipment for individual use are not included in the policy for refund required by Subsection 1, and a separate refund must be paid by Institution to the student if those items were not used by the student. Disputes must be resolved by the Administrator for refunds required by this subsection on a case by case basis.
4. For the purpose of this section:
 - a. The period of a student's attendance must be measured from the first day of Instruction as set forth in the enrollment agreement through the student's last day of actual attendance, regardless of absences.
 - b. The period of time for a training program is the period set forth in the enrollment agreement

c. Tuition must be calculated using the tuition and fees set forth in the enrollment Agreement and does not include books, educational supplies or equipment that is Listed separated from the tuition and fees

5. As used in this section, “substantially failed to furnish” includes canceling or Changing a training program agreed upon in the enrollment agreement without
 - a. Offering a student a fair chance to complete the same program or another Program with a demonstrated possibility of placement equal to or higher than the Possibility of placement of the program in which the student enrolled within Approximately the same period at no additional cost or
 - b. Obtaining the written agreement of the student to the specified changes and a Statement that the student is not being forced or coerced into accepting the Changes,
 - c. unless the cancellation or change of a program is in response to a change in The requirements to enter an occupation.
- (Added to NRS by 1985,989; A 1989,1460;1995,325;2005,635,2015,341;2021,517)

Right to cancel and process required in Enrollment Agreement NRS 394.441 and Optional in the Catalog

Right to Cancellation

Students have the right to cancel the enrollment agreement for three days from the date of signing the agreement for any reason and will receive 100% refund of all monies paid.

Process for Cancellation

Students can request the Student Enrollment Cancellation Form from the Administrative Office, Students should submit completed Form to the Administrative Office. Dog Grooming Skills Academy will return any monies paid by the student within 15 days of the request to cancel. Any funds paid by a third party on behalf of the student will be returned to the payee. Students who cancel after the three day cancellation policy will be subject to the institution's refund policy.

Account for Student Indemnification

In the event of a schools discontinued operation or a violation by the institution per NRS 394.383 to NAC 394.560, an account for student indemnification may be used to indemnify a current student or enrollee who has suffered damage as a result of discontinuance of operation or violation by such institution of any provision of NRS 394.383.to 394.560.

Attendance Policy

Students must be in attendance for a minimum of 172 hours of the 192 hours of instruction to be eligible for consideration of successful completion of course.

Attendance will be recorded at the beginning of each class session.

Students are expected to remain for the entire class session. If students are tardy more than 20 minutes from beginning time of class, attendance will reflect tardiness. Students leaving before class is dismissed will be counted as tardy. Four tardies will count as one absence.

Individual monitoring grooming sessions will be recorded by students using the attendance cards issued to them and signed off by the monitoring instructor.

Students that are absent, without prior permission of the instructor in charge, for 22 hours or 8 absences or more during the course, will be subjected to dismissal from the program and subject to the termination policy.

Students may request a Leave of Absence in the instance of family bereavement, medical emergencies or other personal situations that is approved by the school administration. A LOA may be granted for up to 90 class days, must be in writing using the Leave of Absence Request Form and approved prior to the first day of leave. If the LOA causes the student to miss more than 48 hours or 4 calendar weeks of class time, the student will be offered the opportunity to attend a future session, as enrollment permits, for the tuition previously paid.

Standard of Academic Success

All students must meet the following minimum academic progress:

- a. Maintain a passing grade of 70% or above on all module quizzes,
- b. Maintain a passing grade of all practicum sessions based on a pass/fail scale,
- c. Achieve an Attendance record of a minimum 172 hours of 192 hours of total program hours;

Students are monitored and evaluated at the completion of each module with a pass/fail grade. Students who receive a failing grade on any module will be required to repeat the module practicum to achieve a pass grade before they can move forward to the next module.

Students who pass all the required eleven modules in 172 or more hours will successfully complete the course.

Students who fail to pass all the required eleven modules in 172 hours or less will not successfully complete the course. Students who are unable to master the skills of a module will be offered up to 10 hours of remediation sessions . At the end of the remediation sessions, if the student is still not meeting the Student Academic Progress standards the student will either be terminated from school or may appeal the finding to the school administration. Students who successfully appeal the decision will be allowed to stay in school under a new Student Enrollment Agreement designed to meet the special skill needs of the student. Students who do not appeal or whose appeal is denied will be dismissed.

Student Conduct

Students will be terminated for violation of any of the following rules and regulations on school premises:

1. Any student who engages in any sexual misconduct i.e.unprofessional advances, vulgar or offensive language, innuendos or harassment;
2. Disruptive, abusive or unprofessional behavior;
3. Any student under the influence or in possession of alcohol or any drugs;
4. Any student having possession of firearms or weapons of any nature;
5. Any student causing a verbal or physical threat or physical altercation with staff, faculty or another student.

All students are expected to act maturely. All students are required to respect all members of the staff and all other students enrolled in the course.

Program Tuition

Tuition: 16 week program 192 hours	\$6,000
Grooming Tool Kit	Practice Tools Included
Textbooks	Reference Books available in Class
Total cost	\$6,000

Financial Aid Options will be determined at time of enrollment.

Career Placement Services

Current law prohibits any school from guaranteeing job placement as an inducement to enroll students.

Dog Grooming Skills Academy offers current dog groomer position listings for the greater Las Vegas/Henderson area for graduates up to one year after completion of the course. DGSA will provide tracking of successful job placement.

Dog Grooming Course

Objective and Outline

The course will prepare students for work as an entry level dog groomer at a dog grooming salon, veterinarian office, mobile grooming service or dog grooming franchise. Students will have the opportunity to develop skills involved in proper and professional dog grooming, The course will include modules in grooming salon safety, grooming tools, essential equipment and supplies, study of dog breed behavior and language, professional client intake interview, all aspects of dog bathing, nail clipping and paw pad treatment, teeth and ear cleaning treatment, proper drying and brushing and combing, breed standard grooming and final live audition.

Students will participate in instructor lecture, instructor demonstration and hands-on practice

Course Requirements

11 Required Modules

66 hours Lecture and Demonstration

126 hours of Practical Training

192 Total course hours

Dog Grooming Module Descriptions

Module One

Safety in the Dog Grooming Salon

3 hours of Lecture and Demonstration Practicum 0 hrs

Prerequisites:None

At the end of the module, students are able to identify possible health, fire, water and toxic hazards at a shop or mobile van. Students will be knowledgeable about Pet First Aid Injuries and Health including common first aid procedures for dogs, identification of common skin, ear and dental infections in dogs.

Module Two

Introduction to Grooming Tools

3 hours of Lecture and Demonstration Practicum 0 hrs

Prerequisites: Purchased Grooming Tool Kit

At the end of the module, students are able to identify grooming tools by sight and specified purpose. Students will be familiarized with different tools such as clippers, carding tools, thinners, stripping knives, scissors, Dremel, blades, drives, etc.

Module Three

Essential Grooming Equipment, Securing Dogs and Muzzling

3 hours of Lecture and Demonstration Practicum 2 hrs

Prerequisites: None

At the end of the module, students are able to identify and use all necessary equipment needed to professionally groom a dog including different types of grooming tables, drying tables, bathing tubs, force dryers, octopus dryers, different size kennels and their functions, muzzles, leads and a multitude of necessary supplies .

Module Four

Introduction to Dog Behavior Language including Study of Dog Breeds

6 hours of Lecture and Demonstration Practicum 0 hrs

Prerequisites: None

At the completion of the module students will have a working knowledge base of the many technical and semi technical phrases and words that abound in the world of dog groomers and dog behaviors by breed. Students will be introduced to the official dog breed standards and are able to identify dog breeds by coat, structure, color, size, etc. Students are able to identify common dog groups such as sporting, working, toy, herding, terrier, non-sporting and miscellaneous to specific grooming styles.

Module Five

Assessment of Acceptance of Dogs for Grooming

4 hours of Lecture and Demonstration Practicum 2 hrs

At the completion of the module students will have a working capability to interact with clients on all the necessary components of accepting dogs for a safe and successful grooming experience.

Module Six

Essential Elements of Dog Bathing

8 hours of Lecture and Demonstration Practicum 10hrs
Prerequisites: None

At the completion of the module students are able to have a thorough understanding of proper and professional bathing practices. The Module will include the proper uses of commercial shampoos, conditioners, skin, hair and fur enhancements products.

Module Seven

Nails and Paw Pads Treatments

4 hours of Lecture and Demonstration and Practicum 5 hrs
Prerequisites: None

At the completion of the module students will have the knowledge and ability to properly and professionally clip and dremel nails. Students will have learned which treatments and enhancement products should be used on dog paw pads.

Module Eight

Teeth and Ears Cleaning Treatments

3 hours of Lecture and Demonstration and Practicum 3 hrs

At the completion of the module will have an understanding of the importance of teeth cleaning and ear cleaning. Students are able to successfully perform teeth cleaning and ear cleaning treatments.

Module Nine

Drying, Brushing and Combing Techniques

3 hours of Lecture of Lecture and Demonstration and Practicum 7 hrs

At the completion of the module students will have a working understanding of the various drying techniques of different breeds of dogs, the different brushing and combing techniques for various hair and fur coats of different dog breeds. The students are able to differentiate which drying, brushing and combing is best for different breeds.

Module Ten

Basic Breed Groomings and Breed Standards

28 hours of Lecture and Demonstration and Practicum 86 hrs

At the completion of the module students will be able to groom the six common breed types including sporting, working, toy, herding, terrier and non sporting. Students will be able to utilize the progressive steps from start to finish of professional dog grooming sessions.

Module Eleven

Final Written Exam and Live Audition

1 hours for completion of written exam live audition practicum 11 hrs

At the completion of the module students will have demonstrated ability to properly complete basic grooms on the six common breed types. Students will successfully pass the final written exam.