



COLORADO MOUNTAIN COLLEGE

Veterinary Technology Program Handbook

2017 - 2018

www.coloradomtn.edu

Congratulations on your admission and welcome to the Veterinary Technology Program at Colorado Mountain College! You have chosen an exciting and rewarding field of study that can lead to many career opportunities.

As faculty and staff, our goal is to provide a high quality learning opportunity for our students. Our mission statement:

“To educate a small group of high quality veterinary technicians who are successful at becoming credentialed and are dedicated to the concept of lifelong learning and the improvement of animal health.”

You will gain knowledge along with technical and critical thinking skills that will make you a valuable member of any veterinary medical team.

This VT program handbook has been provided as a valuable resource guide. It is to be used in conjunction with the *CMC College Catalog* and the *CMC Student Handbook*. If you do not have copies of these, pick them up at Student Services.

All students must read and follow the policies in this Program Handbook. We also need you to return five signed documents. The first four are located at the back of this handbook.

- 1. Letter of Agreement**
- 2. The Honor Code Affidavit**
- 3. Veterinary Technology: Assumption of Risk**
- 4. Assumption of Risk, Waiver and Release From Liability**
- 5. Proof of tetanus vaccine**

These signed documents and proof of tetanus vaccination must be submitted to Nancy Sheffield at the end of the first week of classes; i.e. next Friday's (9/1/17) Animal Care class. These will become part of your student file. **Ignorance regarding the contents of these documents is not an excuse or defense for inappropriate behavior- i.e. you are responsible for knowing and abiding by all of the policies described in this handbook.**

Again, we welcome you to our program. Don't hesitate to ask us any questions. We are looking forward to an exciting academic year sharing our knowledge and love of veterinary medicine with you.

Sincerely,

The Vet Tech Faculty and Staff

Veterinary Technology Program Code of Honor

Honesty, integrity and high ethical standards are central to the purpose of educating students to take their place within society, as well as within the profession of veterinary medicine. It is the duty of the Veterinary Technology Program to educate students regarding the ethical standards associated with the profession of veterinary medicine. Additionally, it is the responsibility of the faculty and staff to protect honest students from being taken advantage of by those who behave dishonestly.

To that end, the following procedures involving academic integrity have been incorporated into the Veterinary Technology Program's Code of Honor.** All students enrolled in any course offered by the Veterinary Technology Program, and all persons supervising the learning of any student, are responsible for acting in accordance with the provisions of this honor code.

Student Responsibilities:

- *Understand conduct* that is deemed unacceptable and, therefore, is prohibited.
- *Refrain from committing* any act of cheating, plagiarizing, facilitating academic dishonesty, stealing or lying.
- *Refuse to tolerate violations* of academic integrity within the Veterinary Technology Program's student body.
- *Report every instance* in which the student has a suspicion or knowledge that academic conduct which violates this code has taken place to any faculty member responsible for instruction.

Faculty Responsibilities:

- *Understand the procedures* of this code relative to how the faculty are to handle suspected instances of academic dishonesty.
- *Develop an instructional environment* that reflects a commitment to maintaining and enforcing academic integrity.
- *Handle every suspected or admitted instance* of the violation of the provisions of this code in accordance with the current college procedures and in a timely manner.
- *Model ethical behavior.*

Students shall demonstrate complete honesty in all academic matters. Violations of the Code of Honor include, but are not limited to, taking or attempting to take any of the following actions:

1. **Cheating**: Copying information from another student during an exam; using unauthorized notes or study aids during an exam; selling or giving to another student copies of any portion of a current or former exam; allowing another party to do one's work, or copying another party's work, and turning in that work as one's own.
2. **Plagiarism**: Portrayal of another's work or ideas as one's own without customary and proper acknowledgment of the source.
3. **Facilitating Academic Dishonesty**: Helping or attempting to help another person commit an act of academic dishonesty. This includes failing to report the breach of this Code by other students.
4. **Stealing**: Taking, attempting to take, or withholding the property of another (including property of Colorado Mountain College), thereby permanently or temporarily depriving the owner of its use or possession.
5. **Lying**: Making any oral or written statement that the individual knows to be untrue.

6. Bullying: Bullying is defined as the aggressive and hostile acts of an individual or group of individuals who are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals.
7. Specific VT Applications:
 - a. Some VT courses have 2 sections i.e. Mon or Wed, T or Th. It is a violation of the VT code of honor for VT students to discuss their quiz/exam experiences with classmates. Don't ask. Don't tell.
 - b. VT students work together on many tasks. Be certain all words and thoughts are your own when you are recording your answers (homework etc.). Plagiarism is not tolerated.
 - c. Group work on open book assignments is prohibited.

Student Ombudsman:

We recognize the value in having a VT student act as an avenue for information regarding potential honor code violations. Each fall we ask for volunteers from both classes to act as the honor code ombudsman (HCO). We then pick a name from the hat to select the HCO for each class. Their role is to simply pass along, without judgment, any information brought to them by any student. They must maintain absolute confidentiality throughout the process.

Disciplinary Procedures

The faculty of the Program will be responsible for implementing and monitoring aspects of this code. Students who are found guilty of a violation of these standards of academic integrity will be subject to penalties deemed appropriate by the program's faculty. These penalties include, but are not limited to:

1. A zero or "F" on the work in question.
2. Other academic penalties as outlined in the instructor's course requirements and expectations.
3. Disciplinary action as outlined by the "Student Code of Conduct" in the Colorado Mountain College Student Handbook.
4. Any combination of the above.

The faculty of the Veterinary Technology Program will maintain confidentiality regarding names and actions of persons involved in honor cases. The principles and problems raised by cases, however, may be discussed with appropriate administrative and faculty representatives.

Implementation

The Code of Honor will be read and signed by each student at the beginning of each academic year. The signature of the student will affirm that they have received, read, understood and will abide by this Code of Honor. A copy of the signed document is retained in each student's file.

In addition to this VT Code of Honor, students of the Veterinary Technology Program are also held to the Academic Policies and Requirements set out by Colorado Mountain College for the entire student body. For further information, refer the Colorado Mountain College Student Handbook.

Use your creative energy on learning and discovering rather than on thinking of ways to cheat. If you are tempted, or if you have any doubts, don't do it. Ask faculty for clarification.

Think of it this way: In future job settings, you won't have a friend or classmate to help you make decisions that could involve life and death situations.

Veterinary Technician Code of Ethics

1. Veterinary technicians shall aid society and animals through providing excellent care and services for animals.
2. Veterinary technicians shall prevent and relieve suffering of animals.
3. Veterinary technicians shall promote public health by assisting with the control of zoonotic disease and informing the public about these diseases.
4. Veterinary technicians shall assume accountability for individual actions and judgments.
5. Veterinary technicians shall protect confidential information provided by clients.
6. Veterinary technicians shall safeguard the public and the profession against individuals deficient in professional competence or ethics.
7. Veterinary technicians shall assist with efforts to ensure conditions of employment consistent with excellent care of animals.
8. Veterinary technicians shall remain competent in veterinary technology through a commitment to lifelong learning.
9. Veterinary technicians shall collaborate with members of the veterinary medical profession in efforts to ensure quality health care services for all animals.
10. Veterinary technicians shall uphold the laws/regulations that apply to the technician's responsibilities as they apply to the animal health care team.
11. Veterinary technicians shall represent their credentials or identify themselves with specialty organizations only if the designation has been awarded or earned.

From <http://www.navta.net/>

Institutional Animal Care and Use Committee (IACUC):

CMC is a USDA registered facility and has a standing Institutional Animal Care and Use Committee (IACUC). The committee functions to evaluate all program activities involving live animals to ensure humane care and appropriate animal use, using the USDA's Animal Welfare Act as a basis for evaluation.

Program Requirements

1. Safe practices and behavior are expected at all times. Any mistake, accident or unusual occurrence involving a student or an animal must be reported immediately to the instructor and/or to the appropriate veterinary team member so that prompt action can be taken to initiate treatment or to alleviate harm. Concealing any of the above can lead to disciplinary action and/or the student's inability to progress within the Veterinary Technician Program.
2. Students must achieve a passing grade (C or better) in each course required for the AAS - VT degree. The pass/fail grade option is only available for general education credits.
3. Professional conduct and courtesy are expected in all classes, labs, and externship experiences. Students are expected to be punctual to classes, laboratory sessions and externship work. Within the classroom, extraneous noise including personal conversation, late arrivals and noisy eating are distracting to others in the learning environment and is not acceptable.
Each Colorado Mountain College student is encouraged to help create an environment during class that promotes learning, dignity and mutual respect for others. Students who speak at inappropriate times, sleep in class, display inattention, take frequent breaks, interrupt the class by coming to class late, engage in loud or distracting behaviors, use electronic devices in class, listen to audio recordings in class, text message in class, use inappropriate language, are verbally abusive, display defiance or disrespect to others or behave aggressively toward others may be asked to leave the class and are subject to disciplinary action as defined in the CMC College Catalog, the CMC Student Handbook and/or the course syllabus.

The following course of action will be taken should a student engage in disruptive behaviors.

- a. **First offense:** Student will be given a verbal warning, followed by documentation of the offense.
- b. **Second offense:**
 - i. Student may be instructed to leave the classroom.
 - ii. Student will receive a zero for the day's work, and the student's final grade in the course will be lowered by 5% (1/2 letter grade) for lecture classes, 10% (1 letter grade) for lab sessions.

- iii. Student's behavior will be documented and reported to the Campus Dean of Student Affairs for adjudication as a CMC Student Code of Conduct violation.
4. Faculty members have the authority to remove any student from an academic activity upon observing student behavior that demonstrates irresponsible, unsafe or unprofessional conduct in class.
5. Written work is to be submitted according to guidelines presented on individual syllabi or given by the instructor.
6. The faculty and staff of the Veterinary Technology Program adhere to CMC's requirement that students must comply with the Student Conduct as stated in the *CMC Student Handbook*.
7. Advanced preparation is necessary for students to participate in classroom sessions. Take an active role in your learning by coming to class prepared to ask questions, explore and discuss the material in an informed manner.
8. Guest visitors (including family members) must be approved by the instructor prior to their attending any class session.
9. There is one approved smoking area at the VT facility. It is in the shelter at the northeast corner of the horse barn. Any smoking outside this shelter is considered a breach of the VT Letter of Agreement and will subject the student to disciplinary action as outlined in the CMC Student Handbook.
10. The computers in the classrooms are reserved exclusively for faculty use.
11. Access to the VT buildings is controlled by a key card system. Speak with Pauline Trujillo in Student Services for details.
12. It is the student's responsibility to successfully complete all classes required for the AAS VT degree, including the PSY, ENG and COM requirements.

CMC Veterinary Technology Program (CMC VT): Social Media Use

Many of our current and future students, faculty, staff and alumni are using social media to stay connected. CMC-VT believes that having a presence in these areas will allow us to broadcast information and interact with a broader audience in an enriching way. In order to operate within these media effectively, CMC-VT has developed a **social media protocol** to ensure that any and all interactions on behalf of CMC-VT represent the program's best interests.

Content Guidelines:

1. Posting, releasing or otherwise disclosing any images that portray surgery, necropsy, animal handling / restraint lab or anatomy specimens via social networking sites (e.g. Facebook, Twitter, YouTube,

Instagram, Snapchat, blogs etc.), whether the site is associated with CMC-VT or a personal site, is prohibited.

2. This applies to all students, faculty and staff of the VT program. Pictures of animals (whether owned by College or client), and client information are strictly forbidden from being published or posted on social networking sites, blogs, message boards, or internet websites etc.; without prior approval from the VT program director.
3. Failure to comply with this may result in disciplinary action by the VT program up to and including dismissal.
4. All materials (such as class notes/handouts, videos, or slide presentations, etc.) posted on Canvas® are solely for the use of our students for educational purposes. They should not be copied or distributed to anyone outside of the CMC-VT without the prior written approval of the author/instructor.
5. Numerous social networking sites are used by veterinary technology students. As VT students (adult humans), you are encouraged to **think before you post** to these sites. These sites are available to the public for many years, and posting inappropriate personal material may not serve your professional goals, your veterinary career, or the reputation of the College and the Veterinary Technology program.
6. Use good judgment about content and respect privacy laws. Do not to include confidential information about the program, the College, its staff, or its students.
7. Representation of your personal opinions as being endorsed by the College or the VT program is strictly prohibited. You may not use the College name, the Veterinary Technology program name to promote any opinion, product, cause, or political candidate. Be sure to include the statement: "this is my personal opinion and not necessarily that of the College or Veterinary Technology Program" when necessary.
8. While CMC-VT and the College do not routinely review content posted to all social media sites, it shall have the right to remove any content for any reason posted to approved CMC-VT social media sites, including but not limited to, content that it deems threatening, obscene, a violation of intellectual property rights or privacy laws, or otherwise injurious or illegal.
9. When using or posting online material that includes direct or paraphrased quotes, thoughts, ideas, photos, or videos, always include citations. Provide a link to the original material if applicable.

Content Guidance

Be authentic when you write, tweet, or communicate in any way using social media. Let people know who you are as a part of the College; not necessarily your name etc., but perhaps your role, student, faculty etc.

Consider your audience: Remember that readers include current and future clients/students/veterinarians and colleagues. Consider this before you publish and make sure you are not alienating any of these groups.

Understand the concept of community: Community exists so you can support others and they can support you. It is not just a place to advertise or blow your own horn. Offer praise to others, share others' information. Offer good ideas that you hear. Pay attention to what your community finds interesting and contribute in that way.

Bring value: In a good community, people help each other grow and learn - so add value. Help someone who is having a problem (with our college or VT program). Ask good questions and let people share their ideas. Offer science-based information whenever possible to help the discussion – but don't argue.

Pay attention: Pay attention to what others in your field are doing and saying and what they are interested in. Keep an eye on what people are saying about CMC-VT and the College. There is quite a bit to learn.

*Adapted from: Colorado State University - College of Veterinary Medicine & Biomedical Sciences
Social Media Policy*

Academics

The following excerpt is taken from a handout written to define the roles and responsibilities of the student and professor. CMC-VT faculty feels that it contains important and pertinent information.

“As instructors in the Veterinary Technology Program at Colorado Mountain College, we believe that our students are adults and are fully responsible for their own decisions. We respect their rights as adults and will treat them as such. We believe in courtesy, generosity and good humor.

***It is important that students understand they are responsible for their own learning.** As faculty and instructors, we will do our best to make that as easy and successful as possible, but **ultimately the responsibility belongs to the student.** If a teacher or a textbook appears inadequate in the student’s eye, this does not excuse the student from the task of learning.*

Whether you enjoy the topics we teach or not, whether we are good teachers or not, whether the textbook is easy to understand or not, your future employers have the right to expect that you have learned a great deal about the subject.”

Attendance/Tardiness:

Learning at the College level depends on class attendance and participation.

1. Attendance is expected for all classes, except in cases of illness or emergency. Instructors maintain attendance records on all students and lack attendance and/or being tardy can affect your final grade in a course. Course attendance policies are explained in individual course syllabi.
2. Students are responsible for all announcements, handouts, and other material presented in class and for meeting all course requirements.
3. Excessive absences will not be tolerated. VT faculty affirms CMC’s stance on excessive absenteeism, which is defined as the point at which **the faculty member** feels that the student, due to absences, cannot successfully complete the course. (CMC College Catalog).
4. Punctuality is required. Students are to plan accordingly to allow for traffic patterns (the Grand Ave bridge project ☹) and/or weather and road conditions.
5. Attendance is especially important for all lab sessions; some labs cannot be made up. If you anticipate being absent for any reason, it is your responsibility to contact the instructor **prior** to the scheduled lab.

It is very important not to miss any sophomore labs. If you are absent from a lab, you *may* be able to join another group to make up the lost opportunity. You will, however, do so only as an observer. You will not displace a classmate from task learning during that student's scheduled lab.

Graduation - Graduation requirements are presented in the *CMC College Catalog*.

Withdrawal - Students are encouraged to discuss their class status with the course instructor and program director prior to withdrawing from the course.

Students must adhere to the CMC Course Withdrawal Policy as outlined in the *CMC College Catalog*.

Academic Probation - Information regarding academic probation and academic suspension will be found in the *CMC College Catalog* and the *CMC Student Handbook*.

Non-academic Probation - A student is automatically placed on Non-Academic Probation if misconduct unrelated to academic performance occurs (see Student Code of Conduct in *CMC Student Handbook*). A student is removed from Non-Academic Probation when the conditions attached to sanctions imposed by the College have been satisfied. If the conditions have not been satisfied within the designated time frame, the student shall be dismissed from the College.

Essential Functions for Veterinary Technology - Physical and intellectual requirements

The field of veterinary technology is both intellectually and physically challenging. The American with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 ensure that qualified applicants have the ability to pursue program admission however, the applicant must meet the essential skills and technical standards to perform functions required of the Program and profession. Every student will be held to the same standards with or without reasonable accommodations. Students within the program must not pose a threat to the well-being of patients, other students, staff or themselves.

- Vision, with or without correction, must allow the determination of minute areas of detail, very small variations in color and adequate depth perception (size, shape and texture), including differentiation of details as viewed through a microscope. Visual ability must be sufficient for observation and assessment necessary in nursing care both from a distance and close by in order to recognize physical status and non-verbal responses including behaviors.
- Speech and hearing must permit clear and effective communication with colleagues, clients, faculty and staff without lip reading. Auditory ability must be sufficient to monitor and assess health status, including auscultation of heart and lungs, and hear equipment alarms and warning sounds from animals and humans of impending danger or injury.
- Students must be able to read, write, speak and report accurately and effectively in English.
- Students must be able to comprehend and carry out complex written and oral directions given in English.
- Students must possess the physical ability to tolerate walking and standing for sustained periods of time, be capable of lifting and/or carrying up to 50 pounds from floor to waist level frequently, and be capable of handling, positioning, and restraining live animals of small and large animal species.
- Students must be able to move his/her entire body a distance of no less than three meters within two seconds of a signal to do so, to move from danger while handling animals in confined spaces.
- Students must possess fine motor movements in order to perform the *essential functions* of the profession. This includes the dexterity to manipulate small equipment, adjust resistance on equipment, manage syringes, catheters, and common surgical instruments.
- Students must possess tactile ability sufficient for physical assessment and to perform nursing duties in a timely manner. Examples include performing palpation during physical exams, administering oral, intramuscular, subcutaneous, and intravenous medication, insert and remove tubes and perform wound care.
- Student should be able to have sustained contact with multiple species of animals and be amenable to learning the safe handling, restraining, and working with these animals. An individual should not be allergic to domestic animals to the extent that would prohibit working in a facility that has them.
- Student must be able to work around strong chemicals.

- Students must be able to function in a structured environment within significant time constraints.
- Students must possess a willingness to assist with and perform a wide variety of routine medical, surgical, and diagnostic procedures common to the veterinary setting; including humane euthanasia.
- Students must be able to complete required tasks/functions under stressful conditions, including emergencies situations.
- Students must demonstrate socially appropriate behavior; maintain cleanliness and personal grooming consistent with close human and animal contact.
- Students must be able to progress toward minimal supervision as they advance through the program.
- Students must be able to interact appropriately with clients and all members of the veterinary healthcare team.

Students receiving accommodations for classes or for any other program related purpose must report the accommodation to the Program Director and individual instructors prior to the start of each semester. It is the students' responsibility to notify the Veterinary Technology Program of any necessary accommodation for disability. Our Disability Services Coordinator Dr. Anne Moll can be reached at 970-947- 8256.

Adapted from Yakima Valley Community College

Veterinary Technology Program: Academic Success Procedure

1. VT students will be suspended from the VT program if any of the following occurs.
 - Fails or withdraws with a failing grade (below C) any two VET and/or BIO classes required for the VT degree
 - Fails/withdraws with a failing grade (below C) the same VT required course twice.
 - The student will be suspended *after a single failure/withdrawal* of any required VT class if one or both of the course failures/withdrawals occurs at another VT program (elsewhere).
 - Retaking and passing a failed class does not erase the first failure.
2. Withdrawals from VET 121 or VET 111 will not count towards suspension. This occurs if you convert from a 2 year student to a 3 year student. VET 111 and VET 121 are co-requisites. Should you pass VET 111, but fail to successfully complete VET 121, you are required to repeat VET 111.
3. A student that is absent from any VET 287 (externship) shift without calling the externship site prior to the absence will fail VET 287.

4. All VET and BIO classes required for the AAS in VT degree must be completed within 4 sequential academic years. Students who are suspended and subsequently readmitted will have their 4 year clock reset.
5. Any student who is absent from the program for 1 or more academic years is subject to the VT readmission procedure.
6. All returning students must clearly communicate to campus admissions and the VT program director their intent to return. This notice must be received via email prior to February 1st the spring before to their expected return.

Readmission Procedure:

1. Students *may* be readmitted to the VT program following suspension or withdrawal.
2. Re-admission is on a space available basis.
3. Students will be considered only once for readmission.
4. The suspended student must submit a letter of intent to the program director supporting their re-entry to the program. The program director must receive the letter before April 1st for students suspended as a result of their fall semester. Students suspended after the spring semester must submit their letter prior to June 1st.
5. The request for readmittance will be evaluated by VT faculty, non-VT faculty and administration. Readmittance request letters must include:
 - i. Correct spelling and grammar.
 - ii. Student ownership for their current academic situation.
 - iii. Thorough explanation of future plans.
 - iv. Original thoughts and ideas- this needs to be the student's writing.
 - v. Current contact information, including a telephone number where you can be reached.
6. The student will be required to meet current program requirements upon readmission. This includes the pre-sophomore proficiency exams for students returning for their sophomore year.
7. Students suspended during their first or middle year (for 3 year students) will be required to repeat all of the VET and BIO courses required for the AAS-VT degree. Students suspended during their sophomore/final year will be required to repeat all sophomore level courses.

8. All academic success and readmission procedures listed above apply to students on nonacademic leave.

Admission hierarchy:

This hierarchy will be followed in the event that our qualified applicant pool exceeds available space in the program. All prospective VT students must satisfy current pre-admission requirements.

1. Waitlisted students from prior year
2. Pre-vet tech students
3. Returning VT students (withdrawal for non-academic reasons)
4. New VT students
5. Readmitted academically suspended VT students (suspended for academic reasons)

Grading System

Test taking

1. Students shall take all exams on the date scheduled. See individual course syllabi for specific information regarding test-taking policies including missed or late exams.
2. Students are required to notify the course instructor of their inability to take tests on scheduled date in the event of an illness or emergency.

VT Program Grading Scale

The following grading scale is used throughout the Veterinary Technology Program:

A	92 – 100%	D	70 – 74.9%
B	82 – 91.9%	F	69.9% or below
C	75 – 81.9%		

VT students must accomplish a “C” or better in each class required for the AAS-VT degree.

In order to pass a VET or BIO course, you must achieve at least 75 % in each of the following categories.

- Overall semester grade
- Average score on your quizzes and exams
- Average score on assignments

Non-academic Procedures:

Accident Reporting:

1. Any student experiencing or witnessing an accident or incident must fill out a Colorado Mountain College Veterinary Technology Incident Form at the time of the accident or incident. These forms can be obtained by contacting the Veterinary Technology Animal Resource Manager (Leslie) or faculty. This topic is further addressed in the “Assumption of Risk” form located in the back of this handbook.

2. The following describes the bite protocol for the Veterinary Technology Program at CMC:
 - a. Clean the wound with disinfectant scrub. Rinse well.
 - b. Bandage the wound – first aid kits are available.
 - c. Note the bite in the animal's record.
 - d. Complete the Vet Tech incident report found with the Clinical Case records and forms in the Small Animal Hospital.
 - e. Place the completed form in the “Abnormality Reports” slot - located adjacent to Leslie’s office.
 - f. Notify the technician and clinician on duty.
 - g. It is strongly advised that medical attention be sought.
 - h. Dog, cat and ferret bites may require the animal be placed on a 10-day rabies watch quarantine period. Specifics to be determined by the clinical staff.

3. All animal care and treatments are determined by the VT program staff. It is strictly forbidden for any student to treat or care for any animal without specific instruction from VT program staff. If you have concerns, questions or suggestions regarding animal care, please discuss them with the VT program staff.

Non-program animals:

1. There will be no animals brought to the Vet Tech Program by students unless preauthorized by VT program personnel. This includes the following:
 - a. Dogs or cats left in cars during class.
 - b. Animals brought into the classroom.
 - c. Dogs or other animals tied up at the VT facility.
 - d. There are no exceptions. Animals that do not have a valid USDA tag are not permitted at the VT facility.
2. Students who wish to have their animals entered as clinical cases agree to and understand the following:
 - a. Animals admitted as clinical cases are provided medical care in exchange for the learning experience they provide students.
 - b. Animals will only be authorized when the appropriate class in session (i.e. a cat spay will only be done during sophomore surgical nursing labs).
 - c. Sophomore students have first priority regarding animals selected for clinical cases. Only student owned animals will be considered for selection.
 - d. Students are responsible for expenses associated with dispensed goods, such as medications, vaccinations and for costs associated with any out of house laboratory fees. Monies will be paid to the Animal Resource Manager (Leslie).
3. Animals belonging to Colorado Mountain College are not to be used in any manner for personal use outside of the classroom. Horses are not to be ridden.
4. Infractions may result in a non-academic probation.

Vet Tech Club

The Vet Tech Club is one of the largest student clubs on campus. While the club is open to all students, it is primarily composed of Vet Tech and pre-Vet Tech students. Election of club officers occurs during the first month of each school year. The mission of the club is to promote Veterinary Technology. The club holds fund-raising events, brings guest lecturers to the campus and participates in animal related field trips. In addition, the club has focused on the enhancement of the facilities at the Vet Tech farm.

The Vet Tech Club is a student chapter of NAVTA (National Association of Veterinary Technicians in America). NAVTA is the national organization representing all veterinary technicians. Through student chapters, students learn that active participation in an organization is what makes that organization strong.

Human Health

Vaccines

In addition to the immunizations required by Colorado Mountain College, students in the Veterinary Technology Program are required to have a current tetanus vaccine (within 10 years). Rabies vaccines are recommended, but are not required. Some parts of the country have a high rabies incidence and you should consider rabies protection if you choose one of these locations for your externship or employment. Garfield County Public Health Department is an excellent resource for information and vaccine services.

Zoonosis

Zoonosis is defined as a disease of animals that is communicable to humans. As a VT student you will be involved in many situations that have zoonotic potential. Your VT instructors will train you to work intelligently around these potential risks.

Pregnancy

The potential for human injury always exists in the practice of veterinary medicine and in the training of veterinary technician students. The risks increase when a person is pregnant. One obvious hazard are accidents which occur while working with animals that result in physical injury to the student or to the unborn child. Exposure to toxic drugs, infectious agents, inhalation anesthetics, radiation, and other chemical agents present additional hazards.

Colorado Mountain College's Veterinary Technician Program consciously strives to provide equal opportunity for all students who are academically qualified. Students must remember that the Veterinary Technician Program has requirements that a pregnant student may not be able to meet.

Pregnant students must:

1. Inform the Veterinary Technology Program Director of their pregnancy as early as possible.
2. Contact a physician immediately and receive recommendations for a plan to minimize exposure to the hazards associated with the student's work and study.
3. Provide a signed statement from the physician which defines permitted limits of exposure to possible hazards during pregnancy.
4. A faculty member may refuse to allow the pregnant student to be actively involved in any activity if the potential for accidents or exposure to hazards is considered too high.
5. If the student chooses to leave the program during pregnancy, she will be eligible for reinstatement into the program upon completion of her pregnancy leave. The student must re-enroll in and complete the courses dropped due to pregnancy leave.

There are both known and unknown risks associated with participation in a veterinary technology program. These risks include, but are not limited to;

1. Exposure to anesthetics; i.e. gas inhalation or xylazine through skin absorption.
2. Exposure to teratogens including cytotoxic compounds, chemical agents, sterilizing agents, cleaning agents, preserving agents and fixing agents. Some examples include:
 - a. Chloramphenicol
 - b. Hormones (Prostaglandins, estrogens, progesterone, oxytocin)
 - c. Insecticides
 - d. Disinfectants
 - e. Antineoplastic drugs
 - f. Ethylene oxide
3. Heavy lifting.
4. Exposure to ionizing radiation (x-rays).
5. Exposure to zoonotic diseases including, but not limited to, leptospirosis, salmonellosis, toxoplasmosis, brucellosis, cat scratch disease, fungal disease, psittacosis, rabies, Lyme disease, tuberculosis, West Nile virus.
6. Operation of the bovine squeeze chute.
7. Traumatic injury including but not limited to bites, kicks, scratches and electrical hazard exposure from equipment.

Aggressive Animal Bite/Scratch Policy

Human safety is critically important in the veterinary profession. One of the strengths of the VT program at CMC is our ability to provide students with practical hands on experience working with veterinary patients. Although valuable, these experiences expose the student to potentially aggressive animals. Absolute avoidance of this risk is impossible but being aware of aggressive animal behavior will certainly minimize the possibility of injury.

Aggression is threatening or harmful behavior directed toward another individual (a person, another cat or other animals). Virtually all wild animals display aggression to guard their territories, defend their offspring and protect themselves if attacked. Aggression refers to a wide variety of complex behaviors that occur for different reasons under various circumstances. Aggression problems in pet cats range from cats who hiss and avoid the target of their aggression to cats who aggressively attack.

Cats:

Understanding what cats are communicating through their body language is essential for veterinary technicians. It enables them to more accurately “read” their feline patients. Body language is made up of cats’ body postures, facial expressions, and the position and carriage of certain body parts, like ears, tail and whiskers. Feline body language is more subtle than canine body language and can be harder to interpret. Nevertheless, knowing what the basic postures mean helps us work with our feline patients.

Threats and aggression can be either offensive or defensive. An offensively aggressive cat tries to make themselves look bigger and more intimidating, whereas a defensively aggressive cat adopts a self-protective posture and tries to make themselves look smaller. Following are some typical postures seen in feline aggression. **A rule of thumb - don’t touch, attempt to reassure or punish cats showing these postures.**

Offensive postures include:

- A stiff, straight-legged upright stance
- Stiffened rear legs, with the rear end raised and the back sloped downward toward the head
- Tail is stiff and lowered or held straight down to the ground
- Direct stare
- Upright ears, with the backs rotated slightly forward
- Piloerection (hackles up), including fur on the tail
- Constricted pupils

- Directly facing opponent, possibly moving toward him
- Might be growling, howling or yowling

Defensive postures include:

- Crouching
- Head tucked in
- Tail curved around the body and tucked in
- Eyes wide open with pupils partially or fully dilated
- Ears flattened sideways or backward on the head
- Piloerection (hackles up)
- In an anxious cat, whiskers might be retracted. In a fearful cat, whiskers might pan out and forward to assess distance between himself and the danger
- Turning sideways to the opponent, not straight on
- Open-mouthed hissing or spitting
- Might deliver quick strikes with front paws, claws out

Overt aggression, whether defensive or offensive, includes:

- Swatting, striking with paws
- Biting
- Fighting
- Growling, shrieking
- Scratching
- Preparing for an all-out attack by rolling onto side or back and exposing all weapons: teeth and claws
- In this position, your cat might attempt to grab your hand and bring it to his mouth to bite it

Canine:

To say that a dog is aggressive can mean many things. Aggression encompasses a range of behaviors that usually begins with warnings and can culminate in an attack. Dogs may abort their efforts at any point during an aggressive encounter. A dog that shows aggression to people usually exhibits some part of the following sequence of increasingly intense behaviors:

- Becoming very still and rigid
- Guttural bark that sounds threatening
- Lunging forward or charging at the person with no contact
- Mouthing, as though to move or control the person, without applying significant pressure
- “Muzzle punch” (the dog literally punches the person with her nose)
- Growl
- Showing teeth
- Snarl (a combination of growling and showing teeth)
- Snap
- Quick nip that leaves no mark
- Quick bite that tears the skin
- Bite with enough pressure to cause a bruise
- Bite that causes puncture wounds
- Repeated bites in rapid succession
- Bite and shake

Dogs don't always follow this sequence, and they often exhibit several of the behaviors simultaneously. Many times, people don't recognize the warning signs before a bite and they perceive the dog as suddenly flying off the handle. However, that's rarely the case. It can be milliseconds between a warning and a bite, but dogs rarely bite without giving some type of warning beforehand.

Adapted from <http://www.aspcabehavior.org/articles/49/Aggression-in-Dogs.aspx>

CMC VT Aggressive Animal Policy:

1. Any VT student who feels that an animal is acting aggressively will notify VT faculty and/or staff **before** attempting to handle or treat the animal.
2. Aggressive animals **will not** be handled by individual students. They will be handled working in pairs with the assistance of VT faculty and/or staff.
3. Any VT student that witnesses aggressive behavior will make 2 entries into the animal's medical record.
 - a. Enter "aggressive" on the idiosyncrasies line of the permanent health record.
 - b. Describe the behavior and any trigger (if known) as a note in the "P" section of the SOAP in the daily progress report.
 - i.e. "Note: snarled and snapped when we were palpating his abdomen"
 - i.e. "Note: scratched and attempted to bite when we tried to take her temp"

CMC VT Bite/ Scratch Policy

In spite of our efforts, we will occasionally be bitten and/or scratched. The CMC VT bite/scratch policy includes the following.

1. Clean and rinse the wound using disinfectant soap. Consider bandaging the wound using the first aid kits provided.
2. **All** bites and scratches are to be reported immediately (including weekends) to the instructor of the course and the animal resource manager (Leslie).
3. Complete a "Vet Tech Incident Report" and place it in the abnormality slot outside Leslie and Lauren's office. Blank reports are located in the folder in the entry way to the hospital.
4. Appropriate medical attention should be considered.

Dress Code

A professional appearance reflects favorably on you as a respected health care provider. The professional image encourages trust and confidence from your clients.

1. All Veterinary Technology students will have name badges provided to them at the beginning of their first year. These badges are to be worn in all laboratory settings with the name visible.
2. Uniform clothing should be professional, of substantial weight, and fit properly. There are many sources for this clothing. We often have catalogs from professional apparel companies and there are many web based sources.

Specific Dress Code Guidelines

1. First year labs:
 - A. Students will wear a lab coat over street clothes for their first-year science labs (Anatomy, Clinical Pathology, Microbiology). Closed toed shoes are also required for science labs.
 - B. The Animal Handling and Restraint course requires the following:
 - small animal sessions - a lab coat over street clothes and closed toed shoes
 - large animal labs - coveralls and sturdy shoes/bootsRain gear, hats and sunglasses are occasionally needed so be prepared.
2. Sophomore labs:
 - A. Surgical Nursing Lab requires scrub suits and a lab coat. We have a few scrub suits available for loan to students but you should plan on having your own. Appropriate footwear for surgical nursing labs includes clean tennis shoes or clogs (indoor use only).
 - B. Large animal labs require appropriate coveralls and heavy-duty shoes (no open toed shoes). This clothing should also be worn when treating large animal clinical cases.

Expenditures

1. The Veterinary Technology Program is one of several programs at CMC that has a \$300/semester program fee attached. The fee is prorated depending on the number of VT courses in which the student is enrolled.
2. Approximate costs for mandatory equipment:

Stethoscope	\$20 to \$200
Lab Coat	\$20 to \$25
Scrubs (top and bottom)	\$30 to \$40
Coveralls	\$25 to \$35
Calculator	\$ 5 to ?
Thermometer	\$5 to \$15

Warm clothing, warm boots, overshoes and raincoats are required for outdoor use during cooler months.

AVMA Model Practice Act (excerpt)

Full text is available at <https://www.avma.org/KB/Policies/Pages/Model-Veterinary-Practice-Act.aspx>

Practice of veterinary technology means:

1. To perform patient care or other services that require a technical understanding of veterinary medicine on the basis of written or oral instruction of a veterinarian, excluding diagnosing, prognosing, surgery, or prescribing drugs, medicine, or appliances.
2. To represent, directly or indirectly, publicly or privately, an ability and willingness to do an act described in subsection 20(a).
3. To use any title, words, abbreviation, or letters in a manner or under circumstances that induce the belief that the person using them is qualified to do any act described in subsection 20(a).

Veterinary Technician (Licensed, Registered, or Certified) means a graduate of a two- or three-year AVMA-accredited program in veterinary technology.

SECTION IV. TASKS

Certain tasks may be performed ONLY by a licensed veterinarian OR licensed, registered, or certified veterinary technician under the direction, supervision, and control of a veterinarian licensed to practice in the state of _____.

SECTION V. EXAMINATION FOR LICENSURE, REGISTRATION, OR CERTIFICATION

Veterinary technicians applying for licensure, registration, or certification shall be required to be graduates of an accredited veterinary technology program and pass the Veterinary Technician National Examination, with scores as set by the Board prior to licensure, registration, or certification.

SECTION VI. CONTINUING EDUCATION

All licensed, registered, or certified veterinary technicians shall be required to continue their professional education as a condition of maintenance of his/her status in the state of _____.

SECTION VII. DENIAL, SUSPENSION, OR REVOCATION OF VETERINARY TECHNICIAN LICENSES, REGISTRATIONS, OR CERTIFICATIONS

The Board may suspend, revoke, or deny the issuance or renewal of license, registration, or certification of any veterinary technician if after a hearing by his/her peers, has been found guilty of any of the following:

- Fraud or misrepresentation in applying for license, registration, or certification.
- Criminal offense relating to veterinary medicine.
- Any violation of the Uniform Controlled Substances Act or the Legend Drug Act.
- Convicted of cruelty to animals.

- Violation of any of the rules or regulations stated in the Rules and Regulations Document.

RULES AND REGULATIONS: WORDING FOR VETERINARY TECHNICIANS

I. LICENSED, REGISTERED, OR CERTIFIED VETERINARY TECHNICIAN ACTIVITIES

Tasks

Levels of supervision defined:

Immediate supervision - A licensed veterinarian is within direct eyesight and hearing range.

Direct supervision - A licensed veterinarian is on the premises and is readily available.

Indirect supervision - A veterinarian has given either written or oral instructions for treatment of the patient and is readily available by telephone or other form of communication.

The following tasks may be performed ONLY by a licensed, registered, or certified veterinary technician (or licensed veterinarian) under the direction, supervision and control of a veterinarian licensed to practice in _____, provided said veterinarian makes a daily physical examination of the patient treated:

Immediate supervision

- Induction of anesthesia
- Dental extraction not requiring sectioning of a tooth or the resection of bone
- Surgical assistance to a licensed veterinarian within the rules and regulations issued by the _____ Board of Veterinary Medical Examiners and the laws of the state of _____

Direct supervision

- Euthanasia
- Blood or blood component collection, preparation and administration
- Application of splints and slings
- Dental procedures including, but not limited to the removal of calculus, soft deposits, plaque, and stains; the smoothing, filing, and polishing of teeth; or the flotation or dressing of equine teeth

Indirect supervision

- Administration and application of treatments, drugs, medications and immunological agents by parenteral and injectable routes (subcutaneous, intramuscular, intraperitoneal, and intravenous) except when in conflict with government regulations
- Initiation of parenteral fluid administration
- Intravenous catheterizations
- Radiography including settings, positioning, processing, and safety procedures
- Collection of blood; collection of urine by expression, cystocentesis, or catheterization; collection and preparation of tissue, cellular, or microbiological samples by skin scrapings, impressions, or other non-surgical methods except when in conflict with government regulations
- Routine laboratory test procedures
- Supervision of the handling of bio hazardous waste materials

Other services which a licensed, registered, or certified veterinary technician is competent to perform under the appropriate degree of supervision. **Under conditions of emergency**, a licensed, registered, or certified veterinary technician may render the following life-saving aid and treatment:

- Application of tourniquets and/or pressure bandages to control hemorrhage
- Administration of pharmacological agents and parenteral fluids shall only be performed after direct communication with a veterinarian authorized to practice in _____, and such veterinarian is either present or en route to the location of the distressed animal
- Resuscitative procedures
- Application of temporary splints or bandages to prevent further injury to bones or soft tissues
- Application of appropriate wound dressings and external supportive treatment in severe wound and burn cases
- External supportive treatment in heat prostration cases

HOWEVER, nothing shall be construed to permit a licensed, registered, or certified veterinary technician to do the following:

- **Make any diagnosis**
- **Make any prognosis**
- **Prescribe any treatments, drugs, medications, or appliances**
- **Perform surgery**

An applicant shall be required to pass the Veterinary Technician National Examination (VTNE) with scores as set by the Board prior to licensure, registration, or certification

III. CONTINUING EDUCATION REQUIREMENTS FOR LICENSED, REGISTERED, OR CERTIFIED VETERINARY TECHNICIANS

All licensed, registered, or certified veterinary technicians shall be required to continue their professional education as a condition of maintaining his/her license of veterinary

technology in the state of _____ with _____ hours of continuing education required annually.

IV. RENEWAL OF VETERINARY TECHNICIAN LICENSES, REGISTRATIONS, OR CERTIFICATIONS

All license, registration, or certification holders will be required to submit evidence of the necessary amount of continuing education in the field of veterinary medicine to the Board as required by the Board for license, registration, or certification renewal.

Failure to submit the appropriate license, registration, or certification renewal fee by the dates determined by the Board shall result in forfeiture of all privileges and rights extended by the license, registration, or certification and the license, registration, or certification holder must immediately cease and desist in engaging further in the performance of veterinary technician activities under the _____ Veterinary Practice Act until payment of a delinquency fee in addition to the license, registration, or certification renewal fee had been received by the Board

AVMA Veterinary Technology Student Essential and Recommended Skills

List

The accrediting agency for Veterinary Technology Programs is the American Veterinary Medical Association (AVMA). The AVMA has compiled a list of essential and recommended skills for graduate veterinary technicians. This list is available on their website.

<https://www.avma.org/ProfessionalDevelopment/Education/Accreditation/Programs/Pages/cvtea-pp-appendix-i.aspx>

Familiarize yourself with this list at the beginning of each school year. We have a system to evaluate and document student proficiency of these essential skills.

Veterinary Technology: Code of Honor
(Effective Fall Semester 2017 and Spring Semester 2018)

As a student and member of the Veterinary Technology Program of Colorado Mountain College:

1. I will not cheat, plagiarize, facilitate academic dishonesty, steal or lie, or tolerate those who do.
2. I will actively oppose each and every instance of academic dishonesty.
3. I will give prompt notification to the appropriate faculty member should I observe academic dishonesty.

My signature affirms that I have received, read, understood and agree to abide by the Code of Honor of the Veterinary Technology Program.

Student Name (please print)

Student Signature

Date

Veterinary Technology Program: Letter of Agreement

(Effective Fall Semester 2017 and Spring Semester 2018)

I have read and understand all information in the *Veterinary Technology Program Handbook 2017-2018* and agree to comply with the policies and requirements as stated.

I understand that previous versions of this handbook are null and void. Changes to this handbook may be made with proper notification.

In addition, I am aware that I am responsible for reading and adhering to the *Colorado Mountain College Student Handbook* and the *Colorado Mountain College Catalog*.

I understand that I must maintain a minimum grade of "C" in each course required for the AAS degree: Veterinary Technology.

I understand that in addition to the college's academic requirements, the VT program operates under the VT Academic Success Code.

Student Name (please print)

Student Signature

Date

Veterinary Technology Program: Assumption of Risk

(Effective Fall Semester 2017 and Spring Semester 2018)

Welcome to the Veterinary Technology Program of Colorado Mountain College, Spring Valley Campus. During your time spent in this program you will be exposed to a variety of domestic, wild and exotic animals. You will learn to care for and handle these animals. Working with live animals exposes you to a degree of risk not present in other college programs. These include, but are not limited to, bites, kicks and scratches, exposure to animal diseases, and contact with animal bodily fluids.

The college recommends that each student carry medical insurance. If an injury occur, you will be asked to fill out an incident report. The injury will be reported to the proper college official. Anyone injured should receive medical attention. The college will contact emergency personnel if needed.

The personal safety of each individual participating in a class is the first priority of Colorado Mountain College. Safety and the minimization of risk will continually be discussed and emphasized by instructors and staff. The activities you will be engaging in may contain elements of risk and you must accept responsibility for your own safety, as well as the safety of the other class participants. Some protocols or techniques you encounter may differ from what you have experienced in the past. We ask that you follow our safety rules when working with any animals owned by or housed at Colorado Mountain College.

By signing this Assumption of Risk Form you are stating that you voluntarily assume the risks associated with your participation in the Veterinary Technology program, and that you fully understand and agree to the information presented to you in this Assumption of Risk Form. You are also stating that you fully understand that you will be engaging in activities that possess a greater degree of risk than you would normally encounter in your daily lives and that you are willing to accept and assume personal responsibility for such risks. You are also stating that you are willing to abide by all rules and safety regulations as stated by the Veterinary Technology instructors and staff or included in handbooks and course materials. Finally, the College has a general liability waiver and assumption of risk form, attached, which you are also asked to sign. This form is a supplement to the attached general form.

X _____ Date _____
(Student signature)

X _____ Date _____
(Parent/Guardian signature, if student is under 18 years of age)

COLORADO MOUNTAIN COLLEGE - ASSUMPTION OF RISK, WAIVER AND RELEASE FROM LIABILITY

Name: _____

Course/Activity: _____

Date of Birth: _____

Date(s) of Course/Activity: _____

Phone/Contact: _____

I wish to participate in the Colorado Mountain College ("CMC") "Activity" named above. I voluntarily and knowingly choose to participate in this Activity despite its risks. In consideration for being permitted to participate in the Activity, I agree as follows:

1. **Risks.** I understand that the Activity involves various risks, hazards and dangers, including risks of physical injury, disability, or death and risk of loss of use or damage to my personal property. I affirm and acknowledge that I have been sufficiently informed of and understand the inherent hazards and risks associated with this Activity. I also understand that injury or loss may result from unknown or unexpected risks. These risks may result from the use of equipment, materials, or facilities owned by CMC or others; from the activity itself; from travel away from CMC campuses; from environmental conditions; from the acts or omissions of others; or from the unavailability of immediate emergency medical care.
2. **Assumption of Risks.** Knowing the risks, I HEREBY ASSUME ALL RISKS that may arise out of or result from the Activity, including but not limited to the risks described above.
3. **Release, Waiver, Indemnity.** I HEREBY RELEASE, WAIVE, DISCHARGE, INDEMNIFY, DEFEND, HOLD HARMLESS, AND AGREE NOT TO SUE COLORADO MOUNTAIN JUNIOR COLLEGE DISTRICT, ITS BOARD OF TRUSTEES, OFFICERS, INSTRUCTORS, EMPLOYEES, AGENTS, VOLUNTEERS, AND ANY STUDENTS ACTING AS LEADERS, ORGANIZERS OR EMPLOYEES, FROM , FOR, OR AGAINST ANY LIABILITY, CLAIM, DEMAND, SUIT, OR CAUSE OF ACTION OF ANY KIND, FOR ANY PROPERTY DAMAGE, LOSS OR THEFT, PERSONAL INJURY, DEATH, OR DISABILITY, OR OTHER LOSS OR EXPENSE OF ANY KIND ARISING OUT OF OR IN CONNECTION WITH THE ACTIVITY, EXCEPT ONLY FOR DAMAGE, INJURY, OR LOSS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF CMC.
4. **Safety, Policies and Procedures.** I understand that CMC takes reasonable efforts to make the Activity safe, but I also recognize that it is impossible for CMC to guarantee my safety, to fully protect me from harm or injury, or to guarantee that the Activity will proceed exactly as planned. I understand and agree that safety is a shared responsibility, and as a participant, I have a duty to act with reasonable caution, to be observant of unsafe conditions, to report any unsafe conditions to CMC; and to follow all CMC safety and other rules, standards, and instructions for the Activity.
5. **Prerequisite Skills/Abilities.** I affirm that I have the prerequisite skills, knowledge, and physical ability necessary to properly and safely participate in the Activity and to use the equipment and facilities involved in the activity. If I have any questions or concerns about my abilities to participate in the Activity safely, I will ask CMC staff.
6. **Health and Medical Insurance.** I certify that I have no medical or health-related problems which would preclude or restrict my participation in this Activity. I acknowledge that I have been advised to consult with a doctor if I have any concerns about my ability to participate in this Activity. I understand that CMC does not carry any insurance that would cover any injuries or losses I may suffer while participating in this Activity. I acknowledge that I am solely responsible for any and all costs of medical treatment required by me or on my behalf, I agree to pay for such medical treatment, and I assume all risks of such medical treatment. I certify that I have my own health insurance in effect.
7. **Consent for Emergency Treatment.** In the event I am injured or become ill during the Activity, I authorize CMC to authorize or obtain appropriate medical care and treatment for me, to make medical decisions in my behalf, to place me in the care of a local medical doctor, or to place me in a hospital for any necessary medical treatment, all at my expense.
8. **Binding Effect.** I intend this Release to be fully binding on me and my heirs, successors, assigns, and personal representatives.
9. **General Provisions.** This Release shall be construed in accordance with the laws of Colorado. Venue for any legal action concerning this Release shall be in Colorado. If any term or provision of this Release is held illegal or unenforceable, all remaining provisions of this Release shall remain in full force and effect. I am not relying on any oral or written representation, statement, or promise other than what is set forth in this Release.
10. **Acknowledgment.** I have fully read and understand this Release and I agree to be bound by it. I realize it relates to surrendering and releasing valuable legal rights. I sign it knowingly and voluntarily and of my own free will.

I affirm that I am at least eighteen (18) years of age and fully competent to sign this Release, or if not, my parent or guardian is also signing this Release.

STUDENT/PARTICIPANT: _____

Date: _____

If Student/Participant Is Under 18:

PARENT/GUARDIAN: _____

Date: _____

