

# Dog Grooming School Admission Policies

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## ADMISSION PROCEDURES & POLICIES

### Application Requirements

Students must be 18\* years of age. (\*With permission of a parent, and a pre-acceptance interview, we consider students 16 or 17 years of age). To apply for acceptance to the Academy:

- 1) Complete and sign all application forms
- 2) Submit application with application fee and deposit in amount currently required by the Academy.
- 3) At the Academy's option: Have an interview (in person or by telephone) with a representative of the Academy

### Notification of acceptance status

Once these three requirements have been met, the Academy will assess the student's application and make a determination regarding acceptance for admission. Applicants will be notified of the status of their acceptance by a phone conversation or email correspondence. The Academy reserves the right to reject an applicant for any reason.

### Re-admission

Students who withdraw from the program for any reason may submit an updated application for re-admission along with a new application fee and other required information. Students applying for re-admission must have a record of their previous transcript, which will be evaluated to determine which course components have been successfully completed. Tuition fees will be assessed on an individual basis in the event of re-admission.

## GRADUATION REQUIREMENTS FOR CERTIFICATION

Students must maintain a 2.0 GPA for all units and pass both an oral exam as well as practical testing of their skills to receive certification.

## CANCELLATION & REFUND POLICY

When you register for the program you are reserving Academy resources, and we assume you will participate in the program. It is our sincere hope that students will not withdraw once they have been accepted into the program, but in the event of unforeseen circumstances, our policy includes the following schedule regarding cancellations and refunds as per NH State Statutes. For more information, see the course catalog.

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