

## Intake and Application Dates

Nanaimo and Cowichan: The program usually starts in the fall of each year, depending on demand. Applications are typically accepted in April of each year. Delivery location may vary, depending on demand. Late applications may be accepted if seats are available. Please see the Animal Care Aide [Information Sheet](#) for dates.

## Fees

- Tuition fees for the complete Animal Care Aide Certificate Program are \$1995. Students are required to pay applicable Students' Union and Activity fees.

Note: Program fees subject to change. Please refer to the [Information Sheet](#) for payment dates.

## Funding

If you have applied for funding, it needs to be in place when you submit your application, so the deposit and final payment can be made on the dates required. If payments are not received by the deadline date, you will lose your place in the program. Full fees may be paid on the deposit date.

## Graduation Requirements

Students must successfully complete all core courses, field trips and 20 hours of work experience.

## Attendance

Students are required to attend all scheduled lectures, observations, and examinations.

If you do not meet the attendance requirements, you will not qualify to receive the program certificate.



## About Vancouver Island University

Vancouver Island University is a comprehensive post-secondary institution located on beautiful Vancouver Island in British Columbia. Our main campus is located in Nanaimo and we have regional campuses in Duncan and Powell River, and a campus centre in Parksville. More than 14,000 full-time and part-time students are enrolled in academic, applied, career/technical, vocational, trades and developmental programs leading to certificates, diplomas and degrees.

### Vancouver Island University

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**Switchboard:** 250.753.3245 | Toll-free: 1.888.920.2221

**Advising:** 250.740.6410

**Financial Aid & Awards:** 250.740.6423

**Registration Tel:** 250.740.6400 | Fax: 250.740.6479

*The information contained in this guide is accurate at the time of printing. Vancouver Island University reserves the right to make such changes as necessary, including cancellation and adjustment of courses.*

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## Animal Care Aide

Part-time Non-credit Certificate Program



## Program Overview

Prepare for work in the fascinating field of animal care. This part-time, non-credit Certificate Program provides the knowledge and basic skills needed for entry-level employment in animal care facilities. It is intended for individuals with no previous formal training and for existing staff and volunteers who wish to upgrade their skills. The program emphasizes small animal care in hospital/clinical settings, however the training is valuable and transferable to other animal care settings.

## Career Opportunities

The program is designed primarily to meet the demands for trained personnel in veterinary hospitals and animal care shelters. Graduates may also find work and/or volunteer opportunities in settings such as: animal recovery centres, rescue centres, boarding kennels, grooming businesses, pet stores, game farms.

## Program Format

The program is offered once per year, commencing in the fall term and concluding in the spring term. The program is delivered on a part-time basis, over a 7-month period. Frequency of delivery and choice of campus delivery site is dependent upon student and industry demand. The program consists of 8 core courses, mandatory field trips and 20 hours of work experience in the related field of animal health care.

## Program Outline

### Core Courses

#### **SACA 010 Anatomy and Physiology of Animals** – 33 hours

This course provides a basic background in the structure and functions of the major body parts of both small and large animals. Students will become familiar with medical terminology. Format includes lectures, videos, assignments, readings, presentations and exams. Students will be required to present short written and oral assignments.

#### **SACA 012 Radiology** – 9 hours

This course will familiarize the student with the basic principles of radiology. The course will cover the physiology and structure of an x-ray machine, and concentrate on safety, darkroom procedures, following instructions, and assisting the Veterinarian or Animal Health Technician (AHT).

#### **SACA 014 Laboratory Procedures** – 18 hours

Learn the proper use and care of the microscope. Covers: simple lab tests; preparing tests for the Veterinarian or Animal Health Technician; common parasites, including lifecycles and identification of eggs. Microscopes and test kits provided.

#### **SACA 015 Complementary Medicine** – 5 hours

Learn the use of herbal and homeopathic remedies for pets and how to prepare and administer these remedies. Nutrition, skin problems, allergies, flea control and health related problems will also be addressed.

#### **SACA 016 Communicating on the Job** – 9 hours

Communicating with others is one of the most important skills required for successful day-to-day management of your job. Learn about good and effective communication skills with the public, clients and coworkers. Emphasizes telephone answering skills, taking clear, concise messages and communicating with the public. Understanding the grieving process and providing help and sympathy during the loss of a pet are covered.

#### **SACA 018 Medical Nursing** – 48 hours

This course covers a broad range of topics including: restraint and handling, sanitation, nutrition, breeds, behaviour, care of ill animals, administration of medicines, emergency care, diseases, immunology, grooming, vaccines, bandaging and dental care. Discussion of ethical issues, confidentiality, animal rights welfare and the law.

#### **SACA 020 Surgical Procedures** – 18 hours

This course provides an introduction to all aspects of surgery involving animals. A basic understanding of anaesthetics, proper sterile techniques, identification of surgical instruments, surgery room clean up, and post operative care of the patient will be covered. Lab time will be provided to allow students practice time in preparing surgical packs, gowning and gloving. Common surgeries will be discussed.

#### **SACA 022 Office Procedures** – 9 hours

This course covers keeping proper records and logs in each area of a hospital. It will include booking appointments and surgeries; prescription writing; taking and ordering hospital inventory using the AVP catalogue; and admitting and discharging patients.

#### **SACA 029 Mandatory Field Trips** – 6 hours

This course provides an opportunity to observe activities and operation of animal care facilities through two field trips. The field trips will include a animal care facility, and a tour of a unique health care or rehabilitation facility.

#### **SACA 040 Work Experience for Animal Care Aide** – 20 hours

Twenty hours of work experience in the related field of animal health care. Requirements: Mandatory completion. Prior volunteer and work experience will be considered in lieu of this placement.

## Admission Requirements

- Participation in a mandatory group information session, where a Letter of Attendance will be provided which is to be included in the student application.
- Application for Admission to the Program and a \$35 one-time fee.
- Math 11: intro to Math 11, trades Math 11 consumer Math 11, application or principles of Math, Foundations of Math 11, Apprenticeship and Workplace Math 11, Math 041/047 OR Math 045/046 \*
- English 11: English 11 (with a minimum mark of "C") \*

\*Note: If you do not meet the prerequisites you may book your assessment by calling Nanaimo Student Services at (250) 740-6416 or Cowichan Student Services at (250) 746-3509. There is a \$15.00 charge for the assessment (\$10.00 for a rewrite). Seating is limited.

## How To Apply

Complete the [Application for Admission form](#); include original transcripts and Letter of Attendance from the Mandatory Information Session.

- An [application fee](#) is required for first time applicants to Vancouver Island University.
- Once accepted, participants will receive a letter from admissions outlining fee payment procedures.