

MASER'S ACADEMY OF FINE GROOMING
SCHOOL CATALOG
Spring 2019 version 26

PLACE OF TRAINING:

MASER'S GROOMING AND PET BOUTIQUE at 6515 NE 181ST STREET,
P.O Box 82344, KENMORE, WA. 98028. School phone 425- 485-1500 / cell phone # 425-286-3025
E-mail: denise@masers.com Web-site: www.masers.com home # for Denise (425) 334-2309

CLASSES OFFERED

1. Introductory To Pet Grooming:

Ten day 70- 80 hours This class teaches, Bathing, Brushing, Drying De-shedding, De-matting, and how to handle dogs with different temperaments. This class is mandatory for entry to the Vocational class as it determines your ability to benefit from the Vocational class. Exceptions for a student who has prior grooming shop or extensive dog handling experience. A certificate of completion at the end of ten days of class. \$500 Total: includes \$30 registration fee, \$320 Tuition \$150 Intro equipment Kit

2. Vocational Pet Grooming: This class of 600 hours in 75 days.

This class is designed to train serious students who want to become professional Pet groomer, for future employment as a pet groomer or going into grooming business themselves. In this class we train and give experience to the student the skills of Clipping, Scissoring, Trimming and Styling Dogs. Cat grooming is also taught for those interested in Cat grooming. Cost \$105 Registration fee, \$3000 Tuition, and books and tools approximat cost \$1200 tax included Books and tools required to be purchased through the school.

3. Groomer Advancement Class: This class of 320 hours in 40 days.

This class is designed to advance Bathers and Groomers into higher employment and or confidence to operate their own business. The same skills as the Vocational class will be taught. We will take each individual student based on their current skills and advance them to a higher skill level. Cost: \$75 registration, \$1800 tuition plus all tools and books student does not currently have.

Grant Availability: Each year there are limited availability of grant monies Through the Worker Retaining Program. Eligible candidates must be a laid off worker, who is on or has been on Washington State unemployment benefits in the last 48 months. The grants are also available to former military who were in service with in the last 48 months and are residence of Washington State, and are unemployed. No other Financial aid is available through the school.

A CERTIFICATE WILL BE ISSUED FOR COMPLETION OF EACH CLASS

Graduation requirements:

In order to be eligible for a Graduation Certificate students must attend all days of their class. Missed days must be made up. Pay all fee's. finish worksheets and passing written 3 tests, with a 70 % or higher score The grade percentage will be reported to the student with the completion of each test. May retake if lower than 70%

IPG Certification: Students wishing to work on their International Professional Groomers Certification may do so during their training at Maser's Academy. The starting point for IPG tests is the Certified Salon Professional and Certified Pet Groomer IPG has a guideline booklet to study for the written portion. Denise as a certifier is authorized to officiate these tests. To obtain the IPG guideline book go to www.IPGICMG.org all fees are paid to IPG Inc. Students completing this first test will receive a certificate from IPG.

SCHOOL FAMILY OWNED AND OPERATED

Maser's Academy of Fine Grooming is a division of Maser's Grooming and Pet Boutique Inc. The owners are George D. Maser (President) and Denise McDonald (Co President). Denise is the director in charge of the school. George and Denise's Mom, Doris, was the one who started Maser's Grooming 40 plus years ago.

This School is licensed under Chapter 28C.10. Inquiries or complaints regarding this or any other private or vocational school may be made to the Workforce Board, 128 – 10th. Avenue SW, Olympia, WA. 98504 : web page wtb.wa.gov : (360) 709-4600. This School does not discriminate against students or potential students on the basis of race, creed, color, national origin, sex, veteran or military status or physical disability or the use of a trained guide dog or service animal by a person with a disability.

DESCRIPTION OF SCHOOL:

Training takes place at Maser's Grooming and Pet Boutique, which is a pet store, professional grooming shop, and grooming school. The grooming area is located in the bottom half of the building. As you enter the grooming entrance we have a reception room. Just around the corner in the hallway you enter the lunchroom and study area with a TV for video watching and a bookshelf with magazines and books to study. Across the hall from the reception area is the main grooming area which has ten grooming stations (grooming tables) for groomers and students to work, also five bathing stations, and holding cages for the pets, Next is the drying and holding rooms with runs for large dogs and extra holding cages. Most of our grooming tables adjust in height to accommodate each students needs

INSTRUCTORS AND FACULTY:

Denise McDonald: A second-generation groomer who started grooming at the age of nine years old. Denise has for many years assisted with a 4-H dog group. Was an active member of the Washington State Pet Industry Association? She was named "Groomer of the Year" in a 1977 Seattle Grooming contest and was first runner-up in 1978. In 1979 she promoted and directed a local WSPIA Grooming Contest. 1980 Denise earned Certified Poodle Groomer title in the first Professional Pet Groomers Certification test held in Des Moines, Iowa. 1982 Denise successfully promoted the first groomer's convention and certification testing in the Pacific Northwest, at which time she earned certification in the Sporting Breeds. 1983 she earned title of certified Terrier Groomer and status of Certified Master Groomer in Atlanta Georgia. 1984 PPGC INC. (now International Professional Groomers Inc.) elected Denise as Regional Director of the Pacific Northwest Region. 1987 achieved status of certifier for PPGC. Inc./ IPG INC. 1989 achieved status of Companion Animal Hygienist with WWPSA. 1990 Elected on the board for International Professional Groomers. 1991 took over the duty of treasure and membership comity for IPG Inc. Served for one and a half years. In 1992 won a major placement in a national grooming contest with a Cocker spaniel. In 1994 won a second place (with an English Cocker) and a third Place (with a Wheaten Terrier) in a competition in BC Canada. In 2004 also in BC Denise won two second placements in the advanced classes for Standard Poodle and Hand stripped terriers. To date is still an active Certifier for International Professional Groomers Inc. March 2010 Speaker at Barkleigh North West Groomers show demonstrating Old Fashion Poodle Patterns

DIANA MURPHY: Has been with Maser's Thirty plus years. She is a Certified Master Groomer having started the certifying process in 1982. In 1989 Diana took two placements in a national grooming contest held in Dallas Texas. 1990 she won first place in the poodle class, of the Northwest Dog Groomers Convention. Diana also received "Best Groomed Dog by a Nationally Certified Groomer" Diana's most recent contest win was in 2000, she won the technical award in the poodle class at a Barkleigh show in Everett Washington.

MARNE TRI: Has been with Maser's for Thirty plus years. She earned her Certified Master Groomer status in 1989. Marne has also competed in grooming competitions. Marne is our resident cat groomer willing to handle even the hardest to handle cats.

PAULA GOMES: Is a Certified Companion Animal Hygienist, test taken in the 1980's. In 2001 she certified in the Non-sporting group and in 2003 Sporting group. Paula has been a groomer at Maser's for thirty plus years. Paula works with our "Hard to handle" and Giant Dogs, sharing her expertise on how to get these dogs groomed

BECKY ESCH: A Certified Companion Animal Hygienist. Becky is our Head Bather-groomer in charge of Maser's bathing operation. Twenty five plus years' experience.

BARBARA MOSS: Has worked at Maser's Academy for 12 years. She has earned her Certified Pet Groomer, Non-Sporting Certificates in 2012, her Terrier Certificate 2013 and Her Masters title in 2016 with International Professional Pet Groomers . Barbara also likes to work with challenging dogs, biter dogs do not phase her. Barbara is part time at Maser's and has another grooming job in Edmonds.

AMY RESENDIZ: Formally employed at an upscale salon in Bellevue before coming to work at Maser's in June 2015: Amy earned her Certified Pet Groomers certificate in December 2015 and her Advanced Pet Groomer certificate in 2016. IN 2017 She has started her Sporting breeds test and has passed her practical test on a Cocker Spaniel. 2018 passed Her Terrier test and is now working on her Certified Master Groomer status.

AUXILIARY SITE INSTRUCTION: We have an Auxiliary site at Happy Pooch Styling and Spa in Lynden with Melissa Wiltse, 360-318-9949. This is to help students coming from the North with possible places to get some instruction closer to where they live. At least one or two days per week must be attended at our main campus in Kenmore.

SCHOOL ENROLLMENT POLICY:

Students are accepted into the school upon space available. All classes are ongoing, and are scheduled for each individual student.

Students wishing to be in line for the next space available should have a personal interview with the Director, Denise McDonald. After having viewed the school and deciding that you wish reserve space to start training with Maser's then a registration fee would be requested to hold the next available space or time frame requested by the student. It is important for a student to have a High School diploma or GED equivalent minimum education for enrollment. If a student does not have such credentials they must take an entrance exam prior to enrollment to make sure they can read and write as these basic skills will be needed for success in class.

Space is limited to six students. Student - instructor ratio is usually one to one but is not more than three to one.

Our Classes are Pet Grooming so when we say dog we also mean cat grooming, If you have allergies or issues working with Cats, We need to know up front. Our Classes are intended to be vocational training, some students take our classes for hobby purposes but they will be treated the same as all students, as if they are taking the classes for vocational training.

Due to the possibility of being bitten by a dog or cat, all Students are required to have medical insurance or be willing to pay out of pocket for any expenses due to this possibility.

SCHOOL CALENDAR:

Maser's Academy is open Monday through Saturday's 52 weeks per year. We are closed on Major holidays (Memorial Day, 4th of July, Thanksgiving, Christmas and Labor Day) but remain open on all minor holidays. Most school schedules are planned on 5 days per week. However we are fairly flexible and may schedule classes to fit your needs, as long as you remember that schooling of less than 5 days per week will take additional weeks to finish your training. Example 3 days per week = 29 weeks

ATTENDANCE POLICY: The normal hours are 8:30 AM to 5:00 PM (exact hours may vary depending on how busy the shop is on that particular day). . All Classes will be based on an 8 hour day with 80 to 90% being hands on and 10 to 20 % being bookwork and video training. You will be required to keep an up to date Attendance record for school files. Please turn in your Attendance records every 25 of attendance. You are required to make up any missed days.

ABSENCE POLICY: It is important to report to the school when you are going to be absent. Call as soon as you know you will not make it to class, 425-485-1500. Also let Denise know of absence by email or text.

Under special circumstances the student may take a leave of absence, time off or vacation. The school expects a signed note as to the reason for leave of absence and expected time of return. A note is requested (*preferably signed by your doctor*) upon return to class after sick days are taken. Absences that are unexcused (*not reported to the school*) may be fined a \$40 per day fee *when* the student is not attending and not reporting to school. Any student who has not attended classes for a period of 30 days shall be required to re-enroll and pay a \$35 registration fee.

Cancellation and Refund Policy for Classes taken at Maser’s Academy of Fine Grooming

1. The school will refund all Tuition money paid for any class that an applicant is not accepted.
2. The school will refund all Tuition money paid if the applicant cancels within five business days (excluding Sundays and holidays) after the day the contract is signed or an initial payment is made, as long as the applicant has not begun training.
3. The school may retain an established registration fee equal to ten percent of the total tuition cost, or one hundred dollars, whichever is less, if the applicant cancels after the fifth business day after signing the contract or making an initial payment. A “registration fee” is any fee charged by a school to process student applications and establish a student record system.
4. If training is terminated after the student enters classes, the school may retain the registration fees published in the School catalog, plus a percentage of the total tuition as described in the following table:
5. Any Student who has not attended classes for 30 days or more will be required to re-enroll and pay a \$35 registration fee

If the student completes this amount of training:	The school may keep this percentage of the tuition cost:
Days attended up to 10% of class started	10%
Days attended more than 10% but less than 25%	25%
25% through 50%	50%
More than 50%	100%

6. When calculating refunds, the official date of a student’s termination is the last day of recorded attendance:
 - A. When the school receives written notice of the student’s intention to discontinue the training program; or,
 - B. When the student is terminated for a violation of a published school policy which provides for termination; or,
 - C. When a student, without notice, fails to attend classes for thirty calendar days.
7. All refunds will be paid within thirty calendar days of the student’s official termination date.

CANCELLATION OR TERMINATION BY THE STUDENT: Student wishing to drop out of training must notify the Director of the school verbally and by letter, text or email. Unused tuition will be refunded within thirty days in accordance with the refund policy. There will be no refund on any tools, equipment nor on registration fee.

Cancellation of contract:

If you have not started training, you may cancel this contract by submitting written notice of such cancellation to the school at its address shown on the contract, which notice shall be submitted not later than midnight of the fifth business day (excluding Sundays and holidays) following your signing this contract or the written notice may be personally or otherwise delivered to the school within that time. In event of dispute over timely notice, the burden to prove service rests on the applicant.

TERMINATION BY THE SCHOOL FOR STUDENT CONDUCT: A student, who fails to maintain satisfactory progress, violates safety regulations, interferes with other students' work is disruptive, obscene, under the influence of alcohol or drugs, or does not make timely tuition payments, is subjected to termination. One written warning will be offered if student continues behavior they will be terminated by the school. No refunds on the equipment package. If the student wishes to continue class after dismissal, they may request a conference with the director to seek re-admittance, an agreement between the two parties on future behavior will be put in writing. Student will sign that they agree to abide by the agreement.

STUDENT FILES: Student transcripts will be kept on file for 50 years. Students may request a copy of all contents in their file. Request must be in writing and accompanied with check for \$25.

CONCERNS / COMPLAINTS:

We work hard to help our students in any way we can. We want you to be satisfied with your training. From time to time concerns or complaints may arise. We want you to feel free to discuss our policies with us. Please talk to an instructor and or the Director of the School, Denise to resolve any problems. You have the right to contact the Workforce Board at 360-709-4600 at any time with a concern you do not feel is being resolved for you.

School policy for Safety:

Never leave a dog unattended on the table, do not walk away from the dog without someone watching him. Put them back in the cage if you need to leave your table.

Let your instructor know if you have a dog that you are afraid of because of biting issues. Muzzles are ok to use if you need to.

Don't Reach into a cage too fast, this could make a dog bite

Report any nicks or cuts to your instructor.

Do not let any dogs roam the grooming room, put all dogs in cage when you are not working on them.

Do not leave any doors open make sure they closed tight behind you.

Don't put two dogs together in High cages, We don't want one to jump out when you open the door

School Policy for cleaning:

Disinfect and oil your blades often. Best to oil your blades at the end of the day and let them sit over night, about 2 drops of oil is enough, run blade to distribute oil evenly. Andis blade spray may be used in between dogs to clean. Oiling at this point gets the dogs oily Spray disinfectant on your table and wipe off at the end of the day and after any real dirty dogs. Your combs and brushes should be disinfected often also. Especially after dogs with skin problems or very dirty ones. Clean cages before putting dogs into them.

Wash your smock daily, they are easy to hand wash and Air dry quickly. They can be put in the washer and dryer also.

STUDENTS WITH DISABILITIES: we will do our best to provide reasonable accommodations to students with disabilities. We have tables that go up and down, tubs and drying tables at differing heights. Let us know if there are special provisions that will need to be made in order for you to be successful in learning.

EMPLOYMENT ASSISTANCE: Denise (Director) will provide Placement and referral assistance upon completion of training. No guarantee of employment is made or implied.

CONDITIONAL ELEMENTS: A student trained at Maser's Grooming and Pet Boutique in Kenmore shall refrain from opening a grooming shop within a ten-mile radius of Maser's for a period of three years after completion of training.

STUDENT TOOL KITS:

Equipment Kits are purchased through the school at or near wholesale prices, we have put together tools that we feel work best for your learning experience. We also feel good tools are necessary for you to learn to do the work properly. Do not go out and purchase equipment on your own as you will end up getting the wrong things and end up buying more. If you already own tools that are part of our kits we can deduct those from your purchase of our kits. Student kits include the books The Complete Dog Book (AKC) 20th addition. Current price Equipment Kit is between \$1200 and \$1300 tax included.

INTRO Kit \$150 Tax included. Our Intro Class kits includes: 7" Curved scissors, Med. Course Comb, Slicker Brush, Nail Clippers (Millers Forge), Kwick Stop, Ear powder Ear Cleaning lotion, and the Book Theory of Five

EXTRA EXPENSES: Equipment upkeep, blade and scissor sharpening, would be the responsibility of the student. Any tools and books above and beyond the required equipment would be optional. Medical expenses such as a Tetanus shot if you are not current, Medical insurance in case of bites or injuries.

INVITATION: Applicants are invited to visit the school whenever possible, prior to enrollment and take their first step towards a career as a Professional Pet Groomer. Dog and Cat grooming can be a rewarding career as well as an artistic accomplishment at which you can earn a good living. Pet grooming offers an equal opportunity to men, women, and all age groups. All you need is a great deal of patience and a firm and steady hand at handling animals. So if you have a natural love of dogs & cats and wish to make a living full or part time working with pets contact Denise McDonald at Maser's 425-485-1500.

AVAILABILITY: Call for an appointment to tour the school and or to check our schedule for class opening.