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AK9I Training Academy (AK9ITA)

STUDENT CATALOG & HANDBOOK



September 2022



Certified to operate by SCHEV

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This catalog is true and correct in content and policy

AK9I Training Academy

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AK9I Training Academy

General Information

Mission Statement

The mission of the AK9I Training Academy (AK9ITA) is to educate and prepare students as working dog handlers and trainers for the professional deployment of trained working dogs in Homeland Security, Law Enforcement, Military, contracted security provider, and other client roles.

History and Development of the School

American K9 Interdiction, LLC, formed in 2001, is a privately held Service-Disabled, Veteran Owned small business, with a singular and exclusive focus on canines and their use as force multipliers for detection, tracking and controlled aggression missions conducted by the military, law enforcement, and private security contractors. Under numerous contracts with Department of Defense (DOD), federal agencies, Law Enforcement (LE) entities and corporate clients, AK9I has trained over one thousand five hundred canines and handlers to perform life-saving missions such as IED (roadside bomb) detection; the tracking, pursuit and apprehension of persons of high interest; and the security of emplaced compounds overseas. AK9I also works with dozens of LE personnel from local and out-of-state departments, providing trained dogs and handler training for these law enforcement professionals to enable them to conduct their assigned duties such as roadside seizures and criminal tracking properly and safely, apprehension and control.

Consistency of Purpose

AK9ITA will extend the reach of its talented trainers and instructors to Service-Disabled and non-Service Disabled Military Veterans, Law Enforcement, and civilian clientele interested in obtaining the professional training necessary for the pursuit of a career in the K9 world as a private security professional, within an agency or department such as the Department of State, with a policing organization or a sport enthusiast, eager to learn and embrace the proper training methodologies to build a superior working dog. Within these units, K9 assignments are a premiere role (as with SWAT assignments), requiring a strong foundation and continuous education and training. The most viable and sought-after candidates for K9 positions are those with US Military training and experience. Individuals who attend the AK9ITA can initiate the basis for their career by selecting from one of several tracks, consistent with any prior training or experience they may have. The basis for the development of the majority of our training academy courses is the canine training curricula offered by the Department of Defense, which has been tested and proven over more than 50 years. AK9ITA has refined and fine-tuned a number of these methodologies and has been enormously successful in providing canine training to inexperienced candidates who are molded into canine professionals under our guidance.

Many of these individuals go forward into public service positions and have told us of their advantage over others competing for the same position because of the training they received from AK9ITA. AK9ITA will serve as a vehicle for continuing and expanding the reach of this advantage.

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General Description of Available Space, Equipment, and Facilities

The two AK9ITA training campuses consist of a combined 177 acres and 19 free-standing buildings. Dedicated training buildings include a double-isolated 5,000 SF building specifically designated for canine aggression and detection training, designed to emulate a residence. The indoor training area is an additional, separated, classroom/training building of approximately 6,500 SF. An obstacle course is positioned on the perimeter of the eighth mile running/jogging track. In addition, the Zuni training facility consists of a 7,000 SF warehouse, 3,500 SF cafeteria, and three additional training buildings totaling 9,000 SF, an outdoor swimming pool and four student dormitories. Off-site training can be conducted at a multitude of locations including open areas encompassing more than 10,000 acres, numerous buildings of all sizes and purpose, vehicle lots, and active warehouses. Formal agreements for AK9ITA use of the property are held with each of the property owners. The explosive storage magazine is on-site and holds all high explosives in compliance with ATF and local regulations. Schedule 1 and 2 narcotics/drugs are held on-site in a secure vault compliant with DEA and local regulations. Pseudo-explosive and drug odors (e.g., Scent Logix brand) are also utilized for certain scenarios; they are also essential for maintaining scent recognition in areas where the actual odor cannot be used for refresher training. The dog kennel runs are indoors and are “Mason” brand; they are installed on concrete, with controlled access to adjoining airing yards. The main kennel building of almost 20,000 SF has capacity for 200 dogs in individual runs. An additional and separate kennel building for isolation/special purposes can house another 26 dogs. The entire facility is fenced in accordance with DOD specifications and situated in a rural area. There is ample parking for students and employees. AK9ITA has four classrooms. The first classroom is in the administration building. This classroom is purpose built and accommodates ten students. The second classroom is located within the Virginia Department of Transportation warehouse. It is purpose built and can accommodate 30 students. The third classroom is located within the administrative building foyer. It has been used to host conferences and can comfortably accommodate 50 students. The fourth classroom is located in the Zuni cafeteria and can be used for conferences and can comfortably accommodate 100 students.

AK9ITA will provide all necessary training equipment, including a pre-vetted qualified canine. It can also provide recommendations for additional “dog gear” purchases to round out a Handler’s kit.

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Carrsville Facility



Zuni Facility

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School Calendar

AK9ITA operates annually on a three-term basis which consists of the following:

- Winter: January 1 - April 30
- Summer: May 1 - August 31
- Fall: September 1 - December 31

Classes start the first Monday of each month with the exception of federal holidays. Class start days landing on a federal holiday are moved to the following Tuesday.

Administrative and student training days and hours of operation are Monday thru Friday 9:00 A.M. till 5:00 P.M.; however, due to student training schedules, weather conditions, and class requirements such as night training as determined by the course syllabus, these hours are subject to change.

Students are required to attend class for eight hours each day excluding a lunch break.

The following Federal Holidays are observed, and no classes are held:

New Year's Day
Martin Luther King, Jr. Day
Presidents Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

School locations

- AK9ITA is located at 4007 Burdette Road, Carrsville, Virginia at the AK9I Headquarters, Kennels, and Training Center.
- Student accommodation and additional training locations are located at 5279 Homegrown Lane, Zuni, Virginia.

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Courses Offered

AK9ITA offers the following courses for which students will receive a Certificate of Completion:

- 001: Detector Dog Handler
- 005: Patrol/Detector Dog Handler
- 006: Patrol/Detector Dog Trainer
- 009: Airline Cargo Inspection Dog Handler
- 010: Law Enforcement Patrol/Detector Dog Handler

Telecommunication Policy

- None of the courses offered can be taken via electronic telecommunication or other means.
- Attendance on-site is mandatory.
- AK9ITA will provide all students with access to a “guest” Internet connection.

Availability of the Student Right-to-Know and Campus Security Act

- Public Law 101-542, as amended by Public Law 102-26, the Higher Education Technical Amendments of 1991, is known as the ***Student Right-To-Know and Campus Security Act***.
- The full text of the law can be found at <http://uscode.house.gov/statutes/1990/1990-101-0542.pdf>
- Please contact the School Administrator with any questions regarding AK9ITA responsibility and activity with regard to these matters.

Ownership and Faculty Information

Trustees, directors, officers, entities, or institutions that have a controlling ownership or interest in AK9ITA, including academic credentials

- Mr. Paul Roushia is the President and majority owner (51%) of AK9I, LLC, of which AK9ITA is an operating division. Mr. Roushia has an Associate of Applied Science in Criminal Justice and a Bachelor of Science in Vocational Education.
- Mr. Nigel Rhodes is the Chief Operating Officer and has a minority ownership (49%) in the school. He earned a Bachelor Science (Hons) at University in the UK.

Chief school administrators and administrators at each branch location, including academic credentials

- Mr. Paul Roushia (School Administrator) is the President and majority owner of AK9I, LLC, of which AK9ITA is an operating division.
- Mr. Nigel Rhodes is the Chief Operating Officer and has a minority ownership in the school.

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Powers, duties and responsibilities of the governing board, chief operating officer, president, director and/or owners

There is no governing board for the AK9ITA. Because AK9ITA is an LLC, an Operating Agreement governs the affairs, duties, and responsibilities of the members; this operating agreement is confidential. Generally, the powers, duties, and responsibilities for the owners (LLC members) of AK9ITA, the President and the Chief Operating Officer, are as follows:

President

The President is AK9ITA's organizational leader, directing the organization to attain its mission, goals, and objectives; he will bear full fiduciary and legal responsibility for the AK9ITA.

The President will facilitate organizational governance roles and responsibilities, while preserving the integrity of all AK9ITA processes.

The President will model trust, respect, and cooperation, setting the business and academic tone. He helps model the norms for courtesy and personal interaction.

The President serves as spokesperson for the AK9ITA and represents AK9ITA and the AK9ITA at formal and informal functions; he articulates adopted positions and policies to the trade and mass media; he communicates the AK9ITA vision to external individuals and groups, including government entities as appropriate.

The President maintains linkages with local law enforcement and emergency management entities, keeping abreast of new techniques, opportunities to assist in preserving public safety, and the potential offerings within the local job market for which students may be qualified after they have completed their course(s).

The President promotes AK9ITA student access to AK9ITA leadership and involvement; he identifies and encourages highly skilled students to strive to become future leaders in their field.

The President participates in the development and implementation of corporate policies and strategic planning, ensuring effective business planning and control to maintain the financial integrity of the Corporation.

As an administrator, the President is the chief administrative officer and legal head of the AK9ITA organization. While many of the administrative roles are delegated or shared in policy (and practice) with the Chief Operating Officer, certain key roles are clearly and consistently performed fully or in part by the President: representing AK9ITA and speaking to public safety organizations and to the public.

Chief Operating Officer

AK9ITA's Chief Operating Officer (COO) and minority owner, Mr. Nigel Rhodes, is the operational leader of the AK9ITA organization, managing that organization to ensure that staff members attain the administrative goals and objectives necessary to accomplish and sustain the corporate mission.

Like the President, the COO will model trust, respect, and cooperation, setting the business and academic tone. He will also model the norms for courtesy and personal interaction.

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The COO participates in the development and implementation of policies and strategic planning; upon implementation, the COO maintains oversight on a daily basis to ensure effective business process control and maintenance of the financial integrity of the Corporation.

The essential functions performed by the COO include:

- Oversight and management of all Accounting Department functions, including Payroll, Tax compliance, Payables/Receivables, and the financial aspects of Purchasing
- Oversight and management of all Logistics Department functions, including Procurement and Purchasing
- Oversight of Program and Project Management functions, including weekly/monthly reviews of ongoing work in progress

School Administrators and Faculty

- Paul Roushia, Administrator and Master Trainer: BS, Vocational Education. Formal DOD canine training education; Possesses Over 37 years of canine training experience.
- Andrew Kasecamp, Director of Training & Education: BA, Criminal Justice. Total of twelve years of canine experience. Eight years as a sworn Peace Officer, five years a patrol/detector dog handler and seven years as both a firearms instructor and SWAT Team Member with the Hampton, Virginia, Police Division. Certified through the State of Virginia (DCJS) as an Instructor for Security Canine and Detector Canine.
- Jeremiah Holder, Senior Instructor: Total of sixteen years of canine experience. Four years as an Army Patrol/Detector Dog Handler. Twelve years canine handling and training experience in the private sector, CONUS and OCONUS.
- Jonathan Baer, Instructor: Total of twenty-three years canine training and handling experience, CONUS and OCONUS, for the Dept. of State, NATO, and TSA
- Christopher Casora, Instructor: BS, Exercise Science. Total of four years of canine experience. Canine training education: Graduate of AK9ITA Canine Trainer Course.
- Richard Thomason, Instructor: Total of 24 years of canine training and handling experience.

Faculty Accessibility for academic or course advising

Due to our small class sizes, students are afforded the opportunity to consult with the course Instructor at any time during the school day depending on availability. Before -or after- hours meetings will be scheduled when required.

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Discrimination and Harassment Policy

In providing a productive working and studying environment, AK9ITA believes that all employees and students should be able to enjoy a workplace free from all forms of discrimination, including harassment on the basis of race, color, religion, gender, sexual preference, national origin, age, and disability. It is AK9ITA's policy to provide an environment free from such harassment.

Admissions and Entrance Requirements

Basic Admission Requirements

- Must be a High School or GED graduate

Student Acceptance Process

- Provide proof of High School or GED graduation (diploma or transcripts)
- Alternatively, provide copies of college transcripts
- Applicant will be contacted by AK9ITA (via telephone) to discuss Applicant's goals, and course convening dates.
- The student applicant will determine the course(s) to be taken and will complete an application for enrollment and acceptance (AK9ITA Course Enrollment Agreement). Applicant will transmit the Agreement either by electronic mail or postal carriage to AK9ITA for consideration.

Credit for Previous Education or Training

AK9ITA will accept transfer credit or course work from any accredited institution and will maintain a written record of all previous education and training of the veteran or eligible person. AK9ITA staff will review the applicants prior training and education and evaluate and compare it to AK9ITA course requirements. Credit for prior training and education that meets AK9ITA course requirements will be granted and as appropriate, the training period will be shortened proportionately, and the eligible person and VA so notified.

ALL DIPLOMAS OR TRANSCRIPTS MUST BE PROVIDED PRIOR TO THE CLASS COMMENCEMENT DATE. FAILURE TO DO SO WILL RESULT IN THE STUDENT'S EXCLUSION UNTIL THE DOCUMENTS ARE RECEIVED.

Drop Period

Students can drop courses through the end of week one with no cost or financial penalty. Students must make their request in writing to the Director of Operations.

VA Delayed Payment Compliance

In accordance with the Veterans Benefits and Transition Act of 2018, Section 103, effective 1 August 2019, it is AK9ITA's policy that it will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the

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requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to AK9ITA due to the delayed disbursement funding from VA under Chapter 31 or Chapter 33.

Student Disclosure Information

Grading System

AK9ITA grading scale is as follows:

A	Excellent	100 – 90 pts
B	Good	89 – 80 pts
C	Satisfactory	79 – 70 pts
D	Poor	69 – 60 pts
F	Failed	59 pts and below
W	Withdrawn	

WP - Authorized withdrawal with passing grade.

WE - Authorized withdrawal with failing grade. Work may not be completed.

NC - Did not complete course but was passing at time of withdrawal.

FLD - Did not complete course, excused because of inability to carry work.

Standards for Satisfactory Progress

Satisfactory progress is evaluated every week throughout the program.

The student is required to make quantitative progress toward program completion. To be making satisfactory academic progress, a student must attend at least 90% of the scheduled class hours on a cumulative basis during each evaluation period.

The student's academic average is reviewed to determine qualitative progress. The minimum required is 70% at the conclusion of each evaluation period.

Incomplete grades are not given, and students must repeat any classes in which they earn less than a 70% average. The lowest grade will be dropped, and the highest grade will be used to calculate the academic average. Course work repeated may adversely affect a student's academic progress in terms of the maximum time frame.

Students who withdraw from the program will receive a grade of 0% in each class interrupted by the withdrawal. All interrupted classes must be repeated upon readmission to the institution.

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1. Warning

If a student fails to meet the cumulative 90% attendance or 70% grade average for any evaluation period, or both, he or she will be placed on warning for the next evaluation period. Failure to achieve a 90% attendance or a 70% grade average, or both, at the end of the warning period will result in the administrative withdrawal of the student.

Students will be notified in writing when they are placed on warning and the steps necessary to be removed from warning status. Students will also receive attendance or academic counseling, from the School Administrator, as appropriate, when they are placed on warning.

The institution will notify a student by certified mail if he or she is being administratively withdrawn for unsatisfactory academic progress.

2. Appeal Process

The student may submit a written appeal of his/her dismissal within five calendar days of their receipt of the dismissal notice. The appeal must be accompanied by documentation of the mitigating circumstances that have prevented the student from attaining satisfactory academic progress and evidence that changes have occurred to allow the student to now meet standards of only extraordinary circumstances will be considered, such as death or severe illness in the immediate family. Before an appeal may be granted, a written academic plan must be provided to the student which clearly identifies a viable plan for the student to successfully complete the program within the maximum timeframe allowed.

The School Administrator will assess all appeals and determine whether the student may be permitted to continue in school on a warning status, despite not meeting the satisfactory progress requirements. The student will be sent the written decision within ten days of the Institute's receipt of the appeal. The decision of the School Administrator is final.

Students reinstated upon appeal are on a probationary status for the next evaluation period, during which time they must meet the terms and conditions set out in the School Administrator's letter granting the appeal. At the end of the evaluation period, and at the end of every evaluation period thereafter, the student's academic status will be reviewed. The student may continue on probation as long as he or she meets the terms of the academic plan approved at the time the student's appeal was granted, until such time as satisfactory academic progress status is regained.

The student reinstated after dismissal and appeal is not eligible for financial aid until he or she regains satisfactory progress status by meeting the minimum SAP standards.

3. Maximum Time Frame (MTF)

All program requirements must be completed within a maximum time frame of 1.5 times the normal program length, as measured in calendar time. For example, the Patrol/Detector Dog Trainer, 13 weeks in length, must be completed within 19.5 calendar weeks. Time spent on an

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approved leave of absence is not counted against the maximum time frame. Students exceeding the maximum time frame will be administratively withdrawn.

4. MTF Calculations per program

Program	Program Length (hours/weeks)	Multiplier	Total MTF
001: Detector Dog Handler	200 clock hours 5 weeks	1.5	7.5 weeks
005: Patrol Detector Dog Handler	320 clock hours 8 weeks	1.5	12 weeks
006: Patrol Detector Dog Trainer	520 clock hours 13 weeks	1.5	19.5 weeks
009: Airline Cargo Inspection Dog Handler	320 clock hours 8 weeks	1.5	12 weeks
010: Law Enforcement Patrol Detector Dog Handler	240 clock hours 6 weeks	1.5	9 weeks

5. Transfer and Readmitted

Transfer Students from outside the institution will be evaluated qualitatively only on the work completed while at the Institute. The maximum time frame is reduced for transfer students, based upon the remaining length of the program in which they enroll.

If the student transfers in 200 hours, and therefore must complete 320 hours at the Institute (320/40 hours per week = 8 weeks), the maximum time frame is 8 weeks x 150% or 12 weeks.

Academic credit

- Students forced to withdraw due to military service will be issued a pending grade of “In Progress” until the course is completed.
- Students will have 5 years from the completion of military service to complete the course.

Re-instatement (military service)

- Upon release or return from military service, military students shall be entitled to reinstatement to AK9ITA without having to re-qualify for admission provided:
 - a) The student returns to AK9ITA after a cumulative absence of not more than five years, and
 - b) The student provides notice of intent to return to the institution not later than three years after the completion of active service.
- Military students will be reinstated in the same program of study in which he or she had been enrolled prior to withdrawal.
- Counseling for the student will be provided to determine the impact of the student’s absence from the program on the ability to resume study and to advise the student of his or her options when a program is no longer available or suitable.

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Documentation

- In order to preserve their prerogatives under the reinstatement policy, a student must provide documentation which reflects the date of discharge from active or reserve duty, e.g., DD214, orders to the Fleet Reserve.
- Students must provide documentation within three years of discharge from active or reserve duty.

Student Rights, Privileges and Responsibilities

- **Medical Resignations**

A student withdrawing for medical reasons will be charged an amortized daily tuition rate for each day enrolled. Request for withdrawal for medical reasons must be accompanied by a statement from the attending physician.

Standards of Progress Policy

Throughout the course, weekly written tests and weekly practical performance tests will be administered to ascertain student capture and retention of course information. Students failing to pass weekly performance assessments (written tests or practical exercises) will be placed in an academic probation status. Students in this status will receive a written explanation regarding their substandard performance as well as a written Remediation Plan specific to the situation. Students in remediation status will receive personalized training until they demonstrate proficient performance and are at the same level as their classmates.

The evaluation, grade and attendance standards for satisfactory progress are as follows:

- The minimum attendance standard to maintain satisfactory progress is 90%.
- If, upon formal evaluation, the student does not meet the minimum standard, he/she will be placed on probation for one month.
- If, at the end of the one-month probation, the student's cumulative performance and attendance meets the standard he/she will be taken off probation.
- If, at the end of the probationary period, the student's cumulative performance and attendance does not meet the standard, the student will be considered to be out of satisfactory progress.
- For all students, alternate arrangements for continuing attendance, without termination from the school will be made to make up the hours, at the discretion of the school owners, by mutual agreement of all parties concerned.

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Student Grievance Procedure

There will be no unfair action toward or treatment of a student based on the initiation of a complaint.

A student who has a grievance with the Academy or an Instructor should first verbally discuss the problem with the Instructor or, if the issue is the Instructor, the Director of Training & Education, and, finally, the COO. If resolution cannot be reached, the student shall submit a written complaint to the President asking for both a written acknowledgment of the complaint and the plan for (or the actual) resolution.

If a satisfactory resolution of the problem is not obtained after exhausting the Academy's grievance procedure, the student may file a complaint with the State Council of Higher Education for Virginia. The student should submit written complaints to:

State Council of Higher Education for Virginia (SCHEV)

James Monroe Building, 9th Floor

101 North 14th Street

Richmond, VA 23219

Phone: (804) 225-2600

Fax: (804) 255-2604

Any students (veterans or eligible persons) attending classes using their GI Bill should note that the Virginia State Approving Agency (SAA), is the approving authority of education and training programs for Virginia. Their office investigates complaints of GI Bill beneficiaries. If the situation cannot be resolved at the school, the beneficiary should contact the SAA office either by phone, or email.

State Approving Agency (SAA)

James Monroe Building, 17th Floor

101 North 14th Street

Richmond, VA 23219

Phone: (804) 225-2298

saa@dvs.virginia.gov

This institution has obtained a three-year accreditation with the Accrediting Council for Continuing Education & Training (ACCET).

When issues arise, students should make every attempt to find a fair and reasonable solution through the institution's internal complaint procedure, which is required by ACCET and frequently requires the submission of a written complaint. Refer to the institution's written complaint procedure which is published in the institution's catalog or otherwise available from the institution, upon request. Note that ACCET will process complaints which involve ACCET standards and policies and, therefore, are within the scope of the accrediting agency.

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In the event that a student has exercised the institution's formal student complaint procedure, and the problems or issues have not been resolved, the student has the right and is encouraged to take the following steps:

1. Complaints should be submitted in writing (by email or mail) to the ACCET office. Complaints received by phone will be documented; however, the complainant will be requested to subsequently submit the complaint in writing.
2. The written complaint must contain the following information:
 - a) Name and location of the institution.
 - b) A detailed description of the alleged problem(s).
 - c) The approximate date(s) that the problem(s) occurred.
 - d) The names and titles/positions of all individuals(s) involved in the problem(s), including faculty, staff, and/or other students.
 - e) What was previously done to resolve the complaint, along with evidence demonstrating that the institution's complaint procedure was followed prior to contacting ACCET.
 - f) The name, email address, telephone number, and mailing address of the complainant. If the complainant specifically requests that anonymity be maintained, ACCET will not reveal his or her name to the institution involved; and
 - g) The status of the complainant with the institution (e.g., current student, former student, etc.).
3. In addition to the written complaint, copies of any relevant supporting documentation should be forwarded to ACCET (e.g., student's enrollment agreement, syllabus or course outline, correspondence between the student and the institution).

4. SEND TO:

ACCET
CHAIR, COMPLAINT REVIEW COMMITTEE 1722 N Street, NW
Washington, DC 20036
Telephone: (202) 955-1113
Email: complaints@accet.org
Website: www.accet.org

Note: Complainants will receive an acknowledgement of receipt within 15 days.

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Probation, Dismissal and Re-admittance

A student who has been academically terminated or terminated for poor practical performance may be readmitted within one year by successfully completing a personal interview with the School Administrator and paying all tuition and fees due at the time of readmission. Program requirements at the time of readmission shall be applicable. *Individuals who were considered a "forced drop" due to the inability to pass practical gates and milestones will be reconsidered on a case basis but without any guarantee of re-admittance.*

Copyright Policy

Students, instructors, administrators and staff will not copy or print any material that is the legal or intellectual property of another author unless they have written permission to do so. Unauthorized use of copyright material of any kind may result in civil/criminal punishment. In addition, students who violate this policy will be admonished and may be subject to additional disciplinary action.

Student Records

A student record package will contain a complete history of all correspondence between the student and AK9ITA, including enrollment and financial data. All student tests (and test results), evaluations and grades will be maintained by AK9ITA on-site for a period of 5 years. Student transcripts will be kept on file permanently.

All paper records will be converted to electronic documents and archived. The paper documents will be stored in a secure and controlled area with very limited access. Access to electronic records will be limited to the School Administrator or the COO of AK9ITA if he is unavailable. AK9ITA employs on-site and off-site computer backup and storage.

Students seeking a copy of any of their academic records can submit an e-mail request or written request, at their convenience. Electronic requests will be answered within 72 hours. Requestors will be required to provide specific security information in order to obtain records from AK9ITA. AK9ITA will not release records, transcripts or personal data to any unauthorized entity without the written permission to do so from the student. All lawful requests will be honored.

Family Educational Rights and Privacy Act (FERPA)

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the

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record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record.
- However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest.
 - Other schools to which a student is transferring.
 - Specified officials for audit or evaluation purposes.
 - Appropriate parties in connection with financial aid to a student.
 - Organizations conducting certain studies for or on behalf of the school.
 - Accrediting organizations.
 - To comply with a judicial order or lawfully issued subpoena.
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Student Conduct and Conditions for Dismissal

The importance of professional student conduct cannot be emphasized enough; the prospective graduate must show good judgment and control at all times. This is a primary evaluation factor on a daily basis; proper conduct and deportment is what discriminates professionals from adventurers.

The basic rules for maintaining the conduct expected at the AK9ITA include:

- Compliance with all public laws and regulations
- Safety awareness
- Humane treatment of the working dogs
- Self-control and application of effort toward a goal
- Respect for others and property

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Students are expected to dress appropriately for the training course; a recommended list of desirable clothing items will be provided prior to class start. The emphasis will be on safety and proper protection against the elements and environment.

Students are expected to carry themselves professionally and to constantly remind themselves they must maintain a positive and controlled professional image at all times, which will be emphasized by the class Instructor.

Students will be dismissed for the following violations or misconduct:

- assault upon any Instructor, staff member or student.
- Physical abuse or neglect of assigned canine(s).
- Theft of school property.
- Tampering with security cameras or other security devices
- Sexual, racial or religious harassment or slurs
- ***Students may be dismissed for the following violations or misconduct:***
- Disrespect to any instructor, staff member or student
- **Failure to follow safety regulations, especially around high explosives.**
- Horseplay, misconduct and/or failure to behave in an orderly, professional and law-abiding manner, which includes, but is not limited to:
 - the use of illegal drugs and alcohol during school hours, on school property or at off-site training areas
 - dishonesty
 - disrupting training events
 - excessive tardiness
 - insubordination
 - not abiding by published school rules dealing with standards for personal behavior while enrolled.

If, after the conclusion of any investigation conducted by AK9ITA with regard to a perceived violation, a student is found guilty of such violation, he or she will not be allowed to appeal and will be dismissed from the school with prejudice. In the event of violations of law, the local authorities will be called in to handle the situation. Refunds for unused tuition will be provided to individuals in accordance with policies stated in this student catalog.

Attendance

Students are expected to be on time and attend all scheduled classes, which will also include night training. Tardiness is defined as showing up more than 10 minutes late for the beginning of a classroom or practical event. The tardiness of one individual affects the entire class tenor and will be strongly and actively discouraged. *Tardiness without a legitimate reason on more than three different occasions will be considered one unexcused absence.*

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Attendance will be documented on the AK9ITA Form S0013 which will be maintained in the student records.

Students will be informed, on a weekly basis, of their progress in meeting the standards of attendance by the instructor.

An excused absence is one that simply could not be avoided by a person exercising good judgment, such as illness.

Full or partial day absences are recorded the same. Students will be counseled by the class Instructor upon their return from an absence and will be required to make up work and catch up with the rest of the class by the end of the affected class week.

Documentation of the reason for an excused absence is required for a student returning to class after such an absence.

All class work missed by a student must be made up prior to a student's final evaluation, with graduation and certification on a schedule that will be determined by the class Instructor.

Any student who misses 5 consecutive unexcused days will be automatically withdrawn.

Re-admittance

- A student who has voluntarily dropped out of a training course may be re-admitted within one year by successfully completing a personal interview with the school's Administrator and paying all fees due at the time of re-admission. Program requirements at the time of readmission shall be applicable.
- Any student who was academically dismissed may be re-admitted within one year by successfully completing a personal interview with the school's Administrator and paying all fees due at the time of re-admission.
- Program requirements at the time of re-admission shall be applicable.
- Any student who was terminated for misconduct (See "Student Conduct") shall not be readmitted.

Leave of Absence

A leave of absence is a temporary break in a student's attendance during which s/he is considered to be continuously enrolled.

1. A leave of absence may be granted for emergency situations such as a serious illness, debilitating injury, or death in the immediate family.
2. A student must submit a written request for a leave of absence in advance of the beginning date of the leave of absence, unless unforeseen circumstances prevent the student from doing so. If a student does not request a leave of absence within a timeframe consistent with the institution's consecutive absence policy, s/he must be withdrawn.
3. The student must sign and date the leave of absence request and specify a reason for the leave. The reason must be identified in order for the institution to have a reasonable expectation of the student's return within the timeframe of the leave of absence as requested.

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4. The student must attest to understanding the procedures and implications for returning or failing to return to his/her course of study.
5. Leave of Absence requests must be approved by the School Administrator.
6. The student will not be assessed any additional charges as a result of the leave of absence.
7. The length and frequency of leaves of absence must not impede student progress and must be reasonable within the context of the institution's curriculum.
8. A leave of absence must be limited to a maximum of 180 calendar days in any 12-month period or one-half the published program length, whichever is shorter. Multiple leaves of absence may be permitted provided the total of the leaves does not exceed this limit. An approved leave of absence may be extended for an additional period of time provided that the extension request meets all of the above requirements, and the total length of the leave of absence does not exceed the specified limit.

Tuition, Fees and Refunds

Schedule of Fees

The following table illustrates our tuition costs for attendance at a training course.

Program Description	Course Hours	Tuition (** NOTE BELOW)
AK9ITA-001 Detector Dog Handler	200	\$19,300.00
AK9ITA-005 Patrol Detector Dog Handler	320	\$21,400.00
AK9ITA-006 Patrol Detector Dog Trainer	520	\$25,900.00
AK9ITA-009 Airline Cargo Inspection Dog Handler	320	\$21,400.00
AK9ITA-010 Law Enforcement Patrol Detector Dog Handler	240	\$20,300.00

***NOTE: A non-refundable application fee of \$100 and a \$25 weekly dormitory fee for the provision of general supplies, maintenance and cleaning are charged directly to the student.**

****NOTE: Canine and equipment provided by AK9ITA**

Canine

Based on in-stock availability, students may choose from the following breeds: Belgian Malinois, Dutch Shepherd, German Shepherd or Labrador Retriever

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Canine Equipment

The following basic canine and training equipment will be provided:

Equipment Gear Bag	AK9I cap
Leather 6' Lead	Short or Long-sleeved t-shirt
Nylon Tracking Lead 33' L	USB thumb drive containing
ASAT Collar 20", 1 ¼" Wide	Training Manual
Two Gappay Balls on String	Training Forms
Self-Cleaning Slicker Brush	Student Handbook
Nail Clippers	Student Forms
Nylon Harness	Certification Standards
Dog Waste Bags	

Financial Assistance and Payment Programs

- American K-9 Interdiction, LLC. [™] (AK9I[™]) is proud to announce that they have partnered up with Meritize, a comprehensive lending company focused on solutions for student loans. Meritize will be able to provide up to \$15,100 in financing. The only prerequisites are that a minimum of 50% of the total tuition amount is due prior to the beginning of class, and that the remaining balance due to AK9I[™] must be paid in full within six months of graduation. It can be a combination of funding from Meritize and private funds. Students can then arrange to either pay the balance in full or set up an interest free payment plan for the balance, through AK9I[™] provided that the balance is paid in full within six months.
- Example 1: Student A opts to attend the 13-week course which costs a total of \$24,100. 50% of that amount would be \$12,050. They get approved for the max amount of \$15,100 from Meritize at a repayment term of 120 months, so that satisfies the dollar amount needed to begin classes. The student then sets up a payment plan with AK9I[™] for the remaining balance of \$9,000 which can be repaid up to 6 months from the date of graduation at 0% interest.
- Example 2: Student B opts to attend the 13-week course, which costs a total of \$24,100, with \$12,050 needed up front. The student gets approved for \$10,000 in funding from Meritize, payable over 120 months. The student would need an additional \$2,050 to provide to AK9I prior to the beginning of class. The remaining balance of \$12,050 can then be set up on an interest free payment plan which can be repaid up to 6 months from graduation.
- The Meritize platform will offer educational financing to qualified students enrolled in the approved programs and have the flexibility of choosing from multiple repayment options that each have a post course completion grace period. Meritize brings more than traditional lending services to the student as they offer a substantial amount of support for post-employment such as resume writing, interview preparation, networking assistance, and other career services.
- The hope is that this new partnership will allow for those that may not have the resources to cover the cost of tuition to still accomplish their goal to attend one of our courses! For more information visit <https://www.meritize.com/>.

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Cancellation and Refund Policy

Rejection: An applicant rejected by the school is entitled to a refund of all monies paid.

Program Cancellation: If AK9ITA cancels a program subsequent to a student's enrollment, we will refund all monies paid by the student.

Cancellation Prior to the Start of Class or No Show: If an accepted applicant cancels prior to the start of scheduled classes or never attends class (no-show), the student is due a refund all monies paid.

Three-Day Cancellation: An applicant who provides written notice of cancellation within three (3) business days, excluding weekends and holidays, of executing the Enrollment Agreement is entitled to a refund of all monies paid.

Other Cancellations: An Applicant requesting cancellation more than three (3) days after executing the Enrollment Agreement and making an initial payment, but prior to the first day of class, is entitled to a refund of all monies paid.

Withdrawal Procedure:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Administrator of the school. The notice must include the expected last date of attendance and be signed and dated by the student.
- B. If *special circumstances* arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave period beginning and ending. The student will confer with the School Administrator to determine a re-convene date, if possible. If no rescheduling arrangements can be made, the official withdrawal date will be the date the student departs for the leave of absence.
- C. A student will be determined to be withdrawn from the school if the student misses 5 consecutive instructional days and all of the days are unexcused.
- D. All refund requests must be submitted within 45 days of the determination of the withdrawal date.

Refunds:

- a. Refund amounts must be based on a student's last date of attendance (LDA). When determining the number of weeks completed by the student, the institution may consider a partial week the same as if a whole week were completed, provided the student was present at least one day during the scheduled week.
- b. During the first week of classes, tuition charges withheld will not exceed 10 percent (10%) of the stated tuition up to a maximum of \$1,000.

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c. After the first week and through fifty percent (50%) of the period of financial obligation, tuition charges retained will not exceed a pro rata portion of tuition for the training period completed, plus an administrative fee associated with withdrawal or termination not to exceed \$100.

d. After fifty percent (50%) of the period of financial obligation is completed by the student, the institution may retain the full tuition for that period.

e. When calculating a refund, the percentage of tuition retained by the AK9ITA will be based on the portion of the program the student was attending through his or her last date of attendance when the student dropped, not the tuition charged for the entire program listed on the enrollment agreement.

Refund Computation Example

- The student enrolled in a 13-week program, starting on January 7th and scheduled to complete on April 4th
- There are two periods of financial obligation of 6.5 weeks each.
- The total tuition is \$22,950. Tuition for each period is \$11,475.
- The last date of attendance (LDA) for the student is January 22nd.
- The date of determination is January 30th.

Number of weeks student attended 3 weeks = 46.2%
Number of weeks financially obligated 6.5 weeks

Pro rata portion completed based on 3 weeks	= 46.2%
46.2% of \$11,475 tuition	= \$5296.15 (earned tuition)
10% of unearned tuition (\$11,475-\$5,296.15 = \$6178.85 unearned)	= \$617.89
Owed to institution	= \$5,914.04
Student payment	= \$11,475
Refunded to student by March 6th	= \$5,560.96

Refund Due Dates:

1. If an applicant never attends class (no-show) or cancels the contract prior to the class start date, all refunds due must be made within forty-five (45) calendar days of the first scheduled day of class or the date of cancellation, whichever is earlier.
2. For an enrolled student, the refund due will be calculated using the last date of attendance (LDA) and be paid within forty-five (45) calendar days from the documented date of determination (DOD). The date of determination is the date the student gives written or verbal notice of withdrawal to the institution or the date the institution terminates the student, by applying the institution's attendance, conduct, or Satisfactory Academic Progress policy.

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3. If a student provides advanced notice of withdrawal such that the 45-day window for the last date of attendance, the refund will be paid within forty-five (45) calendar days from the last date of attendance

Cancellation, refund and withdrawal definitions:

Cancellation: A student who never attends classes at the institution after enrolling and informs the institution, except as noted in the section entitled “Cancellation After the Start of Class (Optional Student Trial Period).”

No Show: A student who never attends class at the institution after enrolling and does not inform the institution.

Withdrawal: A student who attends at least one class at the institution but does not complete his/her program.

Termination: A type of withdrawal initiated by the institution due to failure to meet one or more institutional policies.

Period of Financial Obligation: The portion of the program for which the student is legally obligated to pay, which may be less than the full program and may not, under any circumstances, exceed a period of 12 months.

Last Date of Attendance (LDA): The final date the student attends class. *Date of Determination (DOD):* The date the student notifies the school of his or her withdrawal, or the date the institution terminates or administratively withdraws the student.

Cancellation and Refund Policy for Veterans or Eligible Persons

AK9ITA has and maintains a policy for the refund of the amount charged for tuition, fees, and other charges for a portion of the course that does not exceed the approximate pro rata portion of the total charges for tuition, fees, and other charges that the length of the completed portion of the course bears to the total length.

AK9ITA may charge a sum which does not vary more than 10 percent from the exact pro rata portion of such tuition, fees and other charges (**See sample refund chart below**).

Where the established registration fee is more than \$10.00, the amount in excess of \$10.00 will be subject to proration. This shall supersede any other school policies (for veterans) indicated in school publications.

AK9ITA agrees to notify each veteran (whose enrollment is certified to the Department of Veteran Affairs) of the student’s right to the above refund policy. **This refund policy is listed in both the AK9ITA Enrollment Contract /Agreement and Student Catalog.**

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Example Refund Chart

Percent of Program Hours Completed	Percentage of Refund Owed
10	90%
20	80%
30	70%
40	60%
50	50%
60	40%
70	30%
80	20%
90	10%
100	0%

Career Advisement

AK9ITA offers students career advisement; however, we do not provide nor guarantee career placement upon graduation.

Assessment and Graduation

To ensure our students have successful training outcomes, we utilize direct observation of the practical skills required of graduates as well as qualitative evaluations based on criterion referenced testing. The assessment tools we use to accomplish this are grading scales, performance demonstrations, tests, and reflection. Our tests are a combination of essay and standard (T/F, multiple choice) so that we can assess critical thinking. All of the practical demonstrations require decision making regarding the dog, the situation, and the outcome.

Academic support services are available to those students requiring them. Such services may include after-hours remedial instruction, assistance with research, or additional practical exercise training.

Graduation Requirements

Students must maintain a “C” grade throughout the course, have completed the total number of required hours and pass a final examination at the end of the course in order to receive a certificate of completion. The final examination consists of a combination of written and practical parts. Should the student fail to pass either part, they will be given an opportunity to take a refresher course in the area of deficiency and subsequently be allowed to retake the final examination at no extra cost. The duration of the refresher course will be determined by the Instructor but shall be no longer than three contiguous days.

If a second failure is experienced, the student will be required to (re)take the full course and pay the appropriate tuition and fees for the second course.

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The final grade is based upon the critical evaluation of student practical performance, written tests and weekly evaluations at the end of the course taken. A successful student, along with their own or an assigned training canine, must pass a performance evaluation in accordance with established certification standards. (Students will be provided a copy of the appropriate certification standards on their first day of class.) Upon successful completion of the course, students will receive their Certificate of Course Completion.

CERTIFICATION STANDARDS

All certifications will be carried out in accordance with the American K-9 Interdiction Certification Standards. Students are provided a copy of the certification standards in their document packet.

Program Curriculum

Notice to students taking the Patrol-Detector Dog Handler and the Patrol-Detector Dog Trainer courses: On occasion, working dogs can become ill, injured or exhibit a diminished hunt or fight drive. Should this occur, a replacement working dog may be issued to the student. The detector dog training (odor imprinting and shaping of the final response) is the most time consuming and critical aspect of the training course. Depending upon how far along in the training pipeline the student may be training hours may need to be taken from the less critical tasks of Patrol Dog Training and Conditioning and Obedience in order to bring the detector dog up to certification standards.

The courses offered by the AK9ITA are currently limited to the following:

Note: The maximum student/teacher ratio is normally 7:1

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Program Title: AK9ITA-001, DETECTOR DOG HANDLER

	AREA OF TRAINING	HOURS
A	Academics: Orientation, canine safety, canine health care and grooming, canine kenneling and transportation, Principles of Conditioning, olfactory system, explosives and narcotics safety, storage and transportation. This segment of the course is designed to teach students safety practices in and around the kennels and safe handling and transportation of explosives and narcotics. Students are introduced to Operant Conditioning (reward schedules) and Classical Conditioning (pairing of unconditioned and conditioned stimuli) escape training, the canine sensory spectrum and titration levels. Academic hours also account for weekly evaluations with the students and graduation.	48
B	Basic Obedience: Application of Principles of Conditioning (reward schedules, fixed and variable ratios and intervals) for the commands of “sit, stay, down, heel and come” walking in heel position and obstacle agility course. Utilizing Operant Conditioning methods, students are taught to condition the dogs to respond to basic verbal and hand commands and navigate the obstacle course using positive reinforcement methods.	28
C	Detector Dog Search Procedures: canine odor recognition protocol (4-hole variable, odor wall), practical application of detector dog handling search pattern and search procedures in buildings, vehicles, warehouses, stadiums offices, open areas parcels, luggage and bomb threat response protocols. Using operant conditioning methods, students are taught to condition a “green” dog to detect and passively respond to target odors in different environments. Cleaning and sanitation of training areas and equipment is included in Detector Dog Search Procedures.	108
D	Detector Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will certify with their dog by demonstrating their dog’s ability to detect and respond with a passive response to the target odors. Students will also be able to identify their dog’s behavioral change when the dog is in the scent cone and working to source.	16
	TOTAL LECTURE HOURS	48
	TOTAL LAB HOURS	152
	TOTAL HOURS	200
	TOTAL WEEKS	5

AK9I Training Academy

Program Title: AK9ITA-005, PATROL DETECTOR DOG HANDLER

	AREA OF TRAINING	HOURS
A	Academics: Orientation, canine safety, canine health care and grooming, canine kenneling and transportation, Principles of Conditioning, olfactory system, explosives and narcotics safety, storage and transportation. This segment of the course is designed to teach students safety practices in and around the kennels and safe handling and transportation of explosives and narcotics. Students are introduced to Operant conditioning (reward schedules) and Classical conditioning (pairing of unconditioned and conditioned stimuli) escape training, the canine sensory spectrum and titration levels. Academic hours also account for weekly evaluations with the students and graduation.	58
B	Basic Obedience: Application of Principles of Conditioning (reward schedules, fixed and variable ratios and intervals) for the commands of “sit, stay, down, heel and come” walking in the heel position and obstacle agility course. Utilizing Operant Conditioning methods, student is taught to condition the dogs to respond to basic verbal and hand commands and navigate the obstacle course using positive reinforcement methods.	36
C	Detector Dog Search Procedures: canine odor recognition protocol (4-hole variable, odor wall), practical application of detector dog handling search pattern and search procedures in buildings, vehicles, warehouses, stadiums offices, open areas, parcels, luggage and bomb threat response protocols. Using operant conditioning methods, students are taught to condition a “green” dog to detect and passively respond to target odors in different environments. Cleaning and sanitation of training areas and equipment is included in Detector Dog Search Procedures.	100
D	Detector Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will certify with their dog by demonstrating their dog’s ability to detect and respond with a passive response to the target odors. Students will also be able to identify their dog’s behavioral change when the dog is in the scent cone and working to source.	16
E	Patrol Dog Training and Conditioning: Bite work, grip development, decoy mechanics and development, single person pursuit and apprehension, apprehension from a vehicle, vehicle extractions (Law Enforcement only), handler protection, recalls and outs, tracking and trailing. Utilizing Operant Conditioning methods, students will condition their dogs to pursue, bite, and hold a decoy under a multitude of conditions, locations and stimuli.	94
F	Patrol Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will demonstrate their dog’s ability to pursue, bite, hold and guard a decoy with and without gunfire under a multitude of conditions, locations, and stimuli.	16

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	TOTAL LECTURE HOURS	58
	TOTAL LAB HOURS	262
	TOTAL HOURS	320
	TOTAL WEEKS	8

Program Title: AK9ITA-006, PATROL DETECTOR DOG TRAINER

	AREA OF TRAINING	HOURS
A	Academics: Orientation, canine safety, canine health care and grooming, canine kenneling and transportation, Principles of Conditioning, olfactory system, explosives and narcotics safety, storage and transportation. This segment of the course is designed to teach students safety practices in and around the kennels and safe handling and transportation of explosives and narcotics. Students are introduced to Operant conditioning (reward schedules) and Classical conditioning (pairing of unconditioned and conditioned stimuli) escape training, the canine sensory spectrum and titration levels. Academic hours also account for weekly evaluations with the students and graduation.	72
B	Basic Obedience: Application of Principles of Conditioning (reward schedules, fixed and variable ratios and intervals) for the commands of “sit, stay, down, heel and come” (all commands are given off-leash) and obstacle agility course (on-leash and off-leash), long downs, window entries, tactical movements (Law Enforcement only). Utilizing Operant Conditioning methods, student is taught to condition the dogs to respond to verbal and hand commands and navigate the obstacle course using positive reinforcement methods.	30
C	Detector Dog Search Procedures: canine odor recognition protocol (4-hole variable, odor wall), Vapor Pressure (the scent cone), factors affecting the scent cone, e.g., wind, humidity ambient temperature, convection and terrain, advanced application of detector dog handling search patterns and search procedures in buildings, vehicles, warehouses, stadiums offices, open areas, theatres, parcels, luggage, and bomb threat response protocols. Off-leash distance casting and control. Using operant conditioning methods, students are taught to condition a “green” dog to detect and passively respond to target odors in different environments. Students are also taught how to overcome cognitive dissonance utilizing advanced techniques for behavior shaping and modification as well as receiving Instructor Development and K9 selection training. Cleaning and sanitation of training areas and equipment is included in Detector Dog Search Procedures.	228
D	Detector Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will certify with their dog by demonstrating their dog’s ability to detect and respond with a passive response to the target odors. Students will also be able to identify their dog’s behavioral change when the dog is in the scent cone and working to source.	16

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E	Patrol Dog Training and Conditioning: Overview of bite work, grip development, pursuit and apprehension, gunfire stimuli, canine team selection (how to evaluate both the dog and handler), animal behavior (physiological and psychological factors), kenneling, training operations and situational problem-solving, tracking and trailing with multiple turns and cross-tracks. Door breaching with and without flash bangs (Law Enforcement only). Utilizing Operant Conditioning methods, students will condition their dogs to pursue, bite, hold and guard a decoy under a multitude of conditions, locations, and stimuli.	122
F	Development of a Green Dog: Develop “green” dog search pattern, ball drive, hunt drive and ability (both indoor and outdoor). Students will work multiple green dogs from AK9I kennels and rescues (when available). Students will learn problem solving through environmental factors using the operant conditioning methods previously learned in the course.	36
G	Patrol Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will demonstrate their dog’s ability to pursue, bite, hold and guard a decoy with and without gunfire under a multitude of conditions, locations, and stimuli.	16
	TOTAL LECTURE HOURS	72
	TOTAL LAB HOURS	448
	TOTAL HOURS	520
	TOTAL WEEKS	13

Program Title: AK9ITA-009, AIRLINE CARGO INSPECTION DOG HANDLER

	AREA OF TRAINING	HOURS
A	Academics: Orientation, canine safety, canine health care and grooming, canine kenneling and transportation, Principles of Conditioning, olfactory system, explosives and narcotics safety, storage and transportation. This segment of the course is designed to teach students safety practices in and around the kennels and safe handling and transportation of explosives and narcotics. Students are introduced to Operant conditioning (reward schedules) and Classical conditioning (pairing of unconditioned and conditioned stimuli) escape training, the canine sensory spectrum and titration levels. Academic hours also account for weekly evaluations with the students and graduation.	58
B	Basic Obedience: Application of Principles of Conditioning (reward schedules, fixed and variable ratios and intervals) for the commands of “sit, stay, down, heel and come” walking in heel position and obstacle agility course. Utilizing Operant Conditioning methods, students are taught to	36

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	condition the dogs to respond to basic verbal and hand commands and navigate the obstacle course using positive reinforcement methods.	
C	Detector Dog Search Procedures: The primary purpose of this course of instruction is to train and condition the Explosive Detector Dog team to conduct inspections for Improvised Explosive Devices that may be secluded in cargo that is destined to be shipped via commercial air carriers. The emphasis of the training will be conducting inspections of palletized cargo in a large commercial warehouse environment. Students will be taught canine odor recognition protocols (4-hole variable, odor wall), practical application of detector dog handling search pattern and search procedures in buildings, vehicles, warehouses, stadiums offices, open areas parcels, luggage and bomb threat response protocols. Using operant conditioning methods, students are taught to condition a “green” dog to detect and passively respond to target odors in a multitude of environments. Cleaning and sanitation of training areas and equipment is included in Detector Dog Search Procedures.	210
D	Detector Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will certify with their dog by demonstrating their dog’s ability to detect and respond with a passive response to the target odors. Students will also be able to identify their dog’s behavioral change when the dog is in the scent cone and working to source.	16
	TOTAL LECTURE HOURS	58
	TOTAL LAB HOURS	262
	TOTAL HOURS	320
	TOTAL WEEKS	8

Program Title: AK9ITA-0010, LAW ENFORCEMENT PATROL DETECTOR DOG HANDLER

AREA OF TRAINING		HOURS	
		<u>Single</u>	<u>Dual</u>
A	Academics: Orientation, canine safety, canine health care and grooming, canine kenneling and transportation, Principles of Conditioning, olfactory system, explosives and narcotics safety, storage and transportation. This segment of the course is designed to teach students safety practices in and around the kennels and safe handling and transportation of explosives and narcotics. Students are introduced to Operant Conditioning (reward schedules) and Classical Conditioning (pairing of unconditioned and conditioned stimuli) escape training, the canine sensory spectrum and titration levels. Students will be provided case law with a breakdown in a multitude of areas (Use of Force, Maintenance Training, K9 application, etc.) Academic hours also account for weekly evaluations with the students and graduation.	50	50

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B	Basic Obedience: Application of Principles of Conditioning (reward schedules, fixed and variable ratios and intervals) for the commands of “sit, stay, down, heel and come” walking in the heel position and obstacle agility course. Utilizing Operant Conditioning methods, student is taught to condition the dogs to respond to basic verbal and hand commands and navigate the obstacle course using positive reinforcement methods.	<u>Single</u> 16	<u>Dual</u> 16
C	Detector Dog Search Procedures: canine odor recognition protocol (4-hole variable, odor wall), practical application of detector dog handling search pattern and search procedures in buildings, vehicles, warehouses, stadiums offices, open areas, parcels, luggage and bomb threat response protocols. Using operant conditioning methods, students are taught to condition a “green” dog to detect and passively respond to target odors in different environments. Cleaning and sanitation of training areas and equipment is included in Detector Dog Search Procedures.	146	63
D	Detector Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will certify with their dog by demonstrating their dog’s ability to detect and respond with a passive response to the target odors. Students will also be able to identify their dog’s behavioral change when the dog is in the scent cone and working to source.	16	16
E	Patrol Dog Training and Conditioning: The primary purpose of this course of instruction is to prepare canine teams for integration into the real-world operations of law enforcement as a less-lethal option. Bite work, grip development, decoy mechanics and development, single pursuit apprehension, apprehension from a vehicle (bailouts), vehicle extractions, handler protection, prisoner escorts, recalls and outs, tracking and trailing, building search, and working “in the stack.” Utilizing Operant Conditioning methods, students will condition their dogs to pursue, bite, hold and guard a decoy under a multitude of conditions, locations, and stimuli.	0	67
F	Patrol Dog Certification: Final certification of detector dog team in real world environments using American K-9 Interdiction Certification Standards. Students will demonstrate their dog’s ability to pursue, bite, hold and guard a decoy under a multitude of conditions, locations, and stimuli.	0	16
TOTAL LECTURE HOURS		50	
TOTAL LAB HOURS		190	
TOTAL HOURS		240	
TOTAL WEEKS		6	