



Alumni Registration Form
Veterinary Assistant

Instructions: Please read all documents thoroughly. To become an ABC Alumni member, please fill out the Alumni Registration Form, read the Code of Ethics, then sign and date both documents. When completed, fax both forms to Animal Behavior College at 866-844-1531. Please note, it can take up to 2 weeks after graduation before you gain access to the Alumni Center due to processing. Our apologies for any inconvenience this may cause.

**Required Fields*

Member's Name* _____

Yes, sign me up!

Street Address* _____

City, State & Zip* _____

Home Phone* (_____) _____ - _____

Work Phone (_____) _____ - _____

Cell Phone (_____) _____ - _____

E-Mail* _____

By signing below, I am acknowledging that I have read the enclosed ABC Alumni Code of Ethics and agree to abide by all the terms and conditions. I understand that if I am found not adhering to any or all of the items listed under the Code of Ethics, that I will lose status as an ABC Alumni member and my access to the Alumni Center will be revoked.

Signed

Date





Code of Ethics

As a graduate of Animal Behavior College, Inc. (ABC), I desire to join ABC's officially sanctioned group of ABC Certified Veterinary Assistant hereafter called the "ABC Alumni Group".

As a member of the ABC Alumni Group:

1. I will conduct myself and my veterinary assistant career in a professional, ethical fashion while maintaining empathy and concern about each client's needs, as well as the well-being of each client's pet.
2. I will not engage in any service or take on tasks for which I am not competent. I further agree to seek answers and, if needed, assistance from Animal Behavior College, fellow alumni, and/or other professional veterinarians, veterinary technicians, or veterinary assistants if presented with a task challenge or scenario outside the range/scope of my experience or knowledge.
3. I will make every reasonable attempt to satisfy the clients of any company employing me as a veterinary assistant.
4. I will not falsely accuse or defame fellow ABC alumni and/or other veterinary professionals.
5. I will not give false information to ABC Alumni, Inc.
6. I will keep Animal Behavior Alumni Inc., updated with accurate contact information. Such information will include a valid phone number with area code, mailing address and email address. I understand that failure to keep ABC Alumni, Inc. updated with said information may result in suspension and possible termination of my membership.
7. I will cooperate with ABC Alumni, Inc. regarding any reported violation of this Code of Ethics.
8. I will treat all animals in a humane fashion and not engage in any activities designed to cause physical or emotional harm.
9. Whenever possible, I will attempt to continue learning about veterinary assistant tasks, and career building skills through reading and attending educational events.
10. I understand if I am convicted in court of animal cruelty, I must notify ABC immediately, and I will have my membership terminated and all privileges granted to me by the ABC Alumni Group revoked.
11. I agree that the ABC Alumni Group is a sole and separate organization from Animal Behavior College, Inc.
12. I agree that in the event I am not satisfied with the performance of the ABC Alumni Group, I may have my membership terminated at my request.
13. I agree that under no circumstances will I expect or request any refunds of tuition from Animal Behavior College, Inc. due to my dissatisfaction with the ABC Alumni Group.

14. When creating any promotional items (e.g. brochures, websites, business cards, handouts, etc.) I will not make any claims that violate any of the codes noted in this Code of Ethics Documents.

The ABC Alumni Group and ABC Alumni, Inc., while striving to maintain standards of conduct amongst its members, shall not and cannot be responsible in any way for the individual acts of its members.

As a member of the ABC Alumni Group, I agree to adhere to all of the above terms and conditions. I further understand and agree that failure to adhere to the terms and conditions contained in this document may, at the sole discretion of ABC Alumni, Inc., be grounds for immediate termination from the ABC Alumni Group.

This Code of Ethics represents the full and complete agreement and understanding between the parties.

Signed

Date

Printed Name