

XI. CERTIFICATE PROGRAMS

Veterinary Assistant and Office Administration (CVAOA)

OCAS Program Code R101 (2 Semesters)

This certificate program offers specialized training to prepare the student for a front-line role in the field of animal health. The principal objectives are to develop effective interpersonal communication skills, business management skills and the basic technical skills and knowledge of animal care, and the practices and protocols of a veterinary clinic. Other employment opportunities include animal shelters, pet stores, boarding facilities, emergency clinics and referral hospitals. Applicants must have obtained an Ontario Secondary School Diploma (or equivalent).

University of Guelph Ridgetown Campus requires that all Veterinary Technology and Veterinary Assistant and Office Administration students be immunized against the rabies virus and have an adequate rabies serum titre (≥ 0.5 IU/ml).

Code	Title	Credits
Semester 1 - Fall		
CVOA*1050	Anatomy and Terminology	0.75
CVOA*1200	Clinical Exercises I	0.50
CVOA*1410	Pharmacology, Math and Accounting	0.50
CVOA*1420	Veterinary Communications	0.50
CVOA*1460	Nutrition and Animal Care I	0.50
Semester 2 - Winter		
CVOA*2050	Animal Diseases	0.50
CVOA*2060	Clinical Safety	0.50
CVOA*2200	Clinical Exercises II	0.50
CVOA*2430	Veterinary Software and Front Office	0.50
CVOA*2450	Human Resources, Marketing and Public Relations	0.50
CVOA*2460	Animal Care II	0.50
CVOA*2500	Veterinary Industry Placement	0.25

Contact the Ridgetown Campus recruitment department for information on admission requirements, fees and courses.

Performance Horse Handler Certificate (CPHH)

Code	Title	Credits
Semester 1 - Fall		
CPHH*1000	Equine Behaviour and Handling I	0.50
CPHH*1010	Management, Safety and Economics in the Barn	0.50
CPHH*1020	Equine Health, Wellness and Disease Prevention	0.50
CPHH*1040	Equine Facility Maintenance	0.50
CPHH*1050	Tools for Employment Success	0.50
CPHH*1070	Equine Industry Placement I	0.00
Semester 2 - Winter		
CPHH*2000	Equine Behaviour and Handling II	0.50
CPHH*2010	Management, Safety and Economics in the Barn II	0.50
CPHH*2020	Equine Health, Wellness and Bio-Security	0.50

CPHH*2030	Applied Anatomy and Problems of the Performance Horse II	0.50
CPHH*2040	Business and Professionalism	0.50
CPHH*2050	Applied Performance Horse Conditioning	0.50
CPHH*2070	Equine Industry Placement II	0.00