



FSDS Youth-Based Puppy Raising Program Informational Materials

The Foundation for Service Dog Support, Inc. (FSDS) is accepting applications for the next class of our Youth Based Puppy Raising Program. Orientation classes for this program are scheduled to begin in June of 2010. This program is designed to provide high school students with the skills necessary to train service dogs for individuals with disabilities, and/or facility dogs for community agencies that assist crime victims or otherwise traumatized individuals. Students entering their junior year of high school are eligible to apply. Waivers *may* be awarded to younger students in the case of strong applicants, at the discretion of the FSDS.

Student candidates, along with at least one parent/guardian, will be required to complete an Orientation Program, prior to being considered for a puppy. This Orientation class includes our Canine Safety Program, and a \$75 fee will apply to all who take the class. The FSDS does not charge for any other of the Orientation sessions. The Canine Safety Program is mandatory, and we will not consider awarding a dog to any family who has not taken this training and demonstrated an ability to safely house and care for the dog according to FSDS standards. Those student / guardian teams who successfully complete this training are then eligible to apply to receive a puppy. The FSDS will award puppies to 12 students, based on performance in the Orientation program, and on the strength of recommendations and interview. We will also accept 6 alternates into the program.

The FSDS trains both service and facility dogs. A service dog is defined as any guide, signal, mobility or other dog individually trained to provide assistance to an individual with a disability. A facility dog is defined as any dog trained to provide comfort and support in a variety of settings, such as advocacy centers, crisis response and courts. Those individuals who wish to be considered to raise a facility dog may be required to undergo more thorough background testing and urine drug screening, based on the requirements of the receiving facility.

Each student who is formally enrolled in the program will be provided with a puppy and will participate in regularly scheduled training sessions for the next 18 months. Upon completion of the training program and recommendation of FSDS staff, students who remain in good standing with the FSDS will be considered for status as a Certified Service Dog (CSD) Evaluator and/or a Canine Safety Instructor. Students will be selected by application and interview process.

Target Population- High School students who meet the following criteria:

- Must have a minimum GPA of 2.5
- Must be entering their junior year in H.S. *or* be granted a written waiver to participate by FSDS staff
- Must have 3 letters of reference, at least 2 from teachers
- Must have a clearance slip signed by the school principal or their designee
- Must have signed consent from parent(s) or guardian(s) and the full participation of a parent/guardian as a co-raiser
- Must agree to formally enroll in the class; no special arrangements will be made for students to participate outside of scheduled class time.

Benefits for students

- Students gain marketable skills in Canine Obedience, Service Dog (SD) training and Safety Instruction
- Students learn civic responsibility, confidence and competence by learning to train SDs for individuals with disabilities
- Students are provided with leadership opportunities through the Canine Safety Instruction training and mentorship components of the program
- Students gain new insight into cultural sensitivity by experiencing the culture of that subset of the disability community that is the SD Team community.
- Students will gain an increased awareness and appreciation of the sacrifices of service members of the police, fire and military who are injured in the line of duty and will receive program trained SDs from the students.
- Students gain respect and appreciation for the function and overall operations of the legal professional community and all those who work with crime victims and traumatized individuals.

Upon successful completion of the program and upon recommendation from the FSDS professional staff:

- On their 18th birthday, students will be granted Junior Instructor status in the Canine Safety Program and will be eligible for hire in the FSDS training program.
- Students will be granted CSD Evaluator status with the FSDS upon their 18th birthday and will be eligible to work as CSD Evaluators.
- Students will have marketable skills as a Canine Obedience/Service Dog Trainer.
- Students may elect to continue to work independently with the FSDS to acquire the needed experience for their CGC. This requires that the candidate be at least 18 years of age, and have a total of 2 years of

experience in canine training *(approximately 6 months beyond the completion of this program). The FSDS will provide them with a letter of support and will assist them in filing paperwork to achieve CGC Evaluator certification through the American Kennel Club (AKC).

Puppy raisers MUST:

- be able to attend **all** required ongoing classes during regularly scheduled class time
- agree to attend a **minimum** of 6 community presentations during the course of the training program; exceeding minimum requirements is encouraged
- submit training and expense logs as required
- teach the puppy all required basic obedience skills
- successfully pass the AKC Canine Good Citizen (CGC) Test with their puppies to achieve CGC certification once the puppy reaches one year of age
- successfully pass the Public Access Test
- successfully pass the FSDS Service Dog Certification Test by the end of the advanced course
- mentor their recipients through the FSDS Service Dog Certification Test
- be able to house the puppy indoors and have a crate available for use as needed
- have a designated puppy sitter specified, and approved by the FSDS, for times when they must be away from their puppy
- exercise the puppy on a daily basis
- keep the puppy clean and well groomed at all times
- feed the puppy in accordance with program guidelines
- agree to be responsible for any costs of raising the puppy that may not be covered by the program (tax-deductible)
- have the puppy spayed or neutered by no later than 6 months of age
- incur all travel expenses to and from classes
- keep the puppy on a leash at all times when not in a fenced in private area
- supervise outdoor play, potty or other activities of their dogs at all times
- maintain all working and/or training equipment in good condition, and replace any equipment that is damaged
- agree NOT to exercise the puppy in a public dog park
- agree NOT take the dog into public without written clearance from FSDS professional staff
- incur any boarding expenses that are necessary
- have no other puppies under one year of age in the house
- submit monthly online progress reports
- allow scheduled home visits from a program supervisor as needed, with reasonable prior notice given

- release the puppy to the FSDS upon request
- puppy-proof their environments to provide a safe space for their dog at all times
- agree to strictly adhere to all terms and conditions as specified in the Puppy Raiser Contract
- agree to abide by all the standards for assistance dog teams in public, in accordance with the published policies of Assistance Dogs International (ADI)

Puppy raising expenses that ARE covered by the FSDS:

- a vest for proper identification
- all necessary vaccinations
- a leash, collar and collar ID tags
- any necessary training materials
- instruction by our professional staff during regularly scheduled class hours



Instructions for Student Applicants FSDS Puppy Raising Program

Dear students and parents:

Thank you for your interest in the FSDS Puppy Raising Program. In order to assist you with the application process, please read the following information carefully and ensure that you have completed all necessary steps. Applications that are incomplete will not be considered.

Please go through your application materials to ensure that you have all of the following documents:

- Informational materials
- Student Application Form
- Community Reference Form
- Teacher Reference Form- 2 copies
- Guidance Letter
- Communication Consent Form - 4 copies

Please read the following instructions and follow them carefully.

- Step 1: Read the informational materials carefully. Students please review these with your parents.
- Step 2: Complete the student application. Note that this form must be notarized. Notaries are often available at no charge at your local school or bank.
- Step 3: Complete the top portions of the Community Reference Form, the Teacher Reference Form and the Guidance Letter.
- Step 4: Pre-address and stamp four (4) envelopes to:
FSDS
15345 W. Port Royale Lane
Surprise, AZ 85379
- Step 5: Complete all four Communication Consent Forms. Photocopies are not acceptable; each form must contain an original signature.
- Step 6: You must provide two current teachers each with a Teacher Reference Form, a Communication Consent Form and a stamped, pre-addressed envelope.
- Step 7: You must provide your Guidance Counselor with a Guidance letter, a Communication Consent Form and a stamped, pre-addressed envelope.
- Step 8: You must provide one non-relative in the community with a Community Reference Form and a stamped, pre-addressed envelope. Some suggestions of good candidates for community references are current

employers, church leaders or leaders of other activities in which you are or have been involved in the past 12 months.

Step 9: Mail your completed application along with the fourth Communication Consent Form to the FSDS at the address noted in step 4.

Step 10: Mark your calendar. The reference forms must be received by us no later than April 15th, 2010. We recommend that **NO LATER THAN** April 1st, you contact both teachers, your Guidance Counselor and your community reference to ensure that they have sent the materials to us. Remember, it is **your** responsibility to follow up and ensure that all materials are submitted in a timely manner.

Upon receipt of all information, you will be contacted by a representative of the FSDS to set up a convenient time for an interview. You must have one parent/guardian present at the interview with you.

If you are accepted, you will be given 2 seats in our June 2010 Orientation class, one for you, and one for a parent or guardian. As a part of the Orientation you are required to successfully complete our Canine Safety Program, which includes canine CPR, first aid and overall canine wellness. There is a \$75 per person fee for the Canine Safety Program, and no fee for the remainder of the Orientation Program. We will not consider awarding a dog to any family who has not completed the Canine Safety Training. Remember that acceptance into Orientation does not guarantee you a dog. You will be evaluated during the Orientation process and offered any assistance you will need to be successful. At the completion of Orientation, dogs will be awarded to the top 12 students based on performance, attendance and most importantly, attitude. We will also accept 6 alternates into the program.

Good luck, and we are looking forward to working with you.

The Administration of the FSDS



Student Application for the Puppy Raising Program

Part I: General Information (to be completed by all applicants)

Name of Applicant _____ Date _____

Expected month/year of graduation ____/____ GPA _____

Mailing Address _____

City _____ State _____ Zip Code _____

Home phone (_____) _____ - _____

Name of parent(s) or legal guardian(s) who plans to attend Orientation sessions with student: _____

Do you currently have a job? Yes No

If yes, where are you working? _____

Are you able to provide care for a dog where you live? Yes No

Do you have any other pets in your home? Yes No

Is anyone in your home allergic to cats or dogs? Yes No

Have you, at any time, used illegal drugs or alcohol? Yes No

Part II: Academic Information (to be completed by all applicants)

Please list all classes that you are enrolled in for the coming semester:

Please list any extracurricular activities that you plan to participate in for the coming school year:

Please list any community service that you have performed over the past 2 years.

What are your career plans for the future? _____

It is important that the training program of a service dog is not disrupted. Are you willing to commit to training a dog for a full 18 months? Yes No

Do you understand that at the end of the training period, you will be required to release the dog to the FSDS? Yes No

Part III: Preliminary Screening (to be completed by all applicants who wish to be considered to raise a facility dog)

1. Have you ever been arrested and/or convicted of a crime? Yes No
If yes, please use back of paper to explain.
2. Are you willing to undergo urine drug testing, if required by the receiving facility?
 Yes No
3. Are you willing to be fingerprinted, if required by the receiving facility?
 Yes No
4. Are you willing to consent to a record check by law enforcement, if required by the receiving facility? Yes No
5. Are you willing to commit to an additional 120 hours of required training that will be required for raising a facility dog, over and above that of raising a service dog? Yes No
6. Have you ever, past or present, experimented or used any illegal drugs or alcohol? Yes No
If yes, please use back of paper to explain.
7. Have you ever been fired from a job? Yes No
If yes, please use back of paper to explain.
8. Do you have transportation to and from an internship at a facility in order to complete your training hours, if chosen to receive a facility dog? Yes No

Part IV: Short Essay

On a separate piece of paper, please submit a neatly typed, 12 point font, single-spaced essay that is no longer than one full page, and no shorter than a half page. Your essay should address the following questions:

- Why are you interested in learning how to train service or facility dogs?
- What is your commitment to serving the community, and why?
- What special personal traits do you have that will make you a good candidate for this program?

Part V: Letters of Reference

Please provide the attached reference forms to 3 individuals. Two must be teachers, and the third may be from a supervisor at work, a neighbor or another *non-relative* who is familiar with you.

Part VI: Verification of information (signatures must be notarized)

I, _____ hereby verify that the information I have provided above is accurate, to the best of my knowledge. I understand that any falsification of information may be grounds for rejection of my application, or removal of a dog from my care, if I am accepted into the Puppy Raising Program.

Signature of student

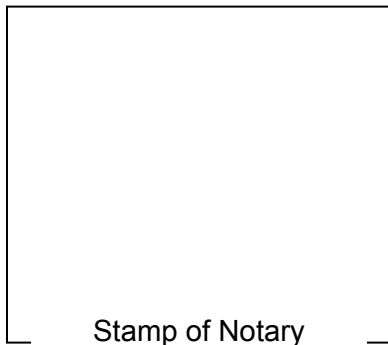
Date

Signature of Notary Republic

Date

Printed Name of Notary

Date Commission Expires



Part VII: Parental Consent (signatures must be notarized)

I, _____ give permission for my son/daughter to participate in the FSDS Puppy Raising Program. I understand that I must agree to be a co-raiser and supervise the activities of my son/daughter. I hereby verify that I have reviewed the information that my son/daughter has submitted above, and that this is accurate, to the best of my knowledge. I hereby give permission for a representative of the FSDS to speak directly with a representative of my son/daughter's school if needed. I understand that I will incur some cost in raising the dog, and I am willing and able to provide for those identified financial needs.

Signature of parent/guardian

Date

Signature of Notary Republic

Date

Printed Name of Notary

Date Commission Expires

Stamp of Notary

Important: The application will not be processed until all parts have been submitted. Please mail the completed application package to: FSDS, c/o 15345 W. Port Royale Lane, Surprise, AZ 85379, **NO LATER THAN** April 15th, 2010.



**Letter of Reference from Teacher
FSDS Puppy Raising Program**

Students please fill out top portion of form

Name of Student _____ Grade _____

Teachers- The above named student has applied for admission into our youth-based service dog training program. Thank you for taking the time to complete this letter for the above named student. We appreciate your contribution to the screening and selection process. We ask that you be candid, in order to assist us in selecting the students with the best possible chances of success.

1. In which class or classes that you teach has this student been enrolled?

2. Would you describe this student as a “team player”? Yes No

3. Do you consider this student to be a role model in your campus community?
 Yes No

4. What do you believe to be this student’s greatest strengths?

5. What do you believe to be this student’s greatest weakness?

6. Do you believe that this student has the ability to fully commit to an intensive, 18 month service dog training program? Yes No

7. Have you experienced any issues with the student involving missing and/or late assignments?

8. What is the current average of this student in your class? _____

9. Has this student had any unexcused absences from your class this semester or year? Yes No

If yes, please indicate the number of unexcused absences _____

10. Please comment on the work ethic of this student. _____

11. Do you have any additional comments? _____

Printed Name of Teacher

Date

Signature of Teacher

Name of School

Name of District

Please mail this form **directly to the FSDS** in the pre-addressed envelope that the above named student has provided to you by **NO LATER THAN** April 15th, 2010. Please **DO NOT** return the completed form to the student.

FSDS: c/o 15345 W. Port Royale Lane, Surprise, AZ 85379



**Youth-Based Puppy Raising Program
Guidance Office Form**

Students please fill out the top portion of the form

Name of Student _____ Grade _____

Guidance Counselor: The above named student has applied for admission into our youth-based service dog training program. Please see the enclosed letter from the student's parent granting the school permission to share information with the FSDS. Thank you for taking the time to complete this letter for the above named student. We appreciate your contribution to the screening and selection process. We ask that you be candid, in order to assist us in selecting the students with the best possible chances of success.

1. How long has this student been enrolled in your school? _____
2. During the time that this student has been enrolled in your school, have there been any disciplinary actions taken against this student? Yes No
If yes, please provide a detailed explanation. _____

3. What is the current GPA of this student? _____
4. Has this student had any unexcused absences noted from either:
Class: Yes No ; if yes, number of absences _____
School: Yes No ; if yes, number of absences _____
5. Would you describe this student as a role model in your campus community?
 Yes No
6. Do you believe that this student has the ability to fully commit to an intensive, 18 month service dog training program? Yes No
7. Would you describe this student as a "team player"? Yes No

8. To the best of your knowledge, have there been issues with missing or late work assignments in any classes that this student has been enrolled in?

Yes No

If yes, please provide an explanation _____

9. What do you believe to be this students greatest strengths? _____

10. What do you believe to be this students greatest weaknesses? _____

11. Do you have any additional information or comments that you wish to share?

Printed Name of Guidance Counselor

Date

Signature of Guidance Counselor

Name of School

Name of District

Please mail this form **directly to the FSDS** in the pre-addressed envelope that the above named student has provided to you by **NO LATER THAN** April 15th, 2010. DO NOT return the completed form to the student.

FSDS: c/o 15345 W. Port Royale Lane, Surprise, AZ 85379



**Community Reference for Students
FSDS Puppy Raising Program**

Students please fill out the top portion of the form. The rest of the form must be filled out by an individual who is familiar with your work but is NOT related to you.

Name of Student _____ Grade _____

Thank you for taking the time to complete this letter for the above named student. We appreciate you contribution to the screening and selection process. Please be candid.

1. How did you become acquainted with this student?

2. Would you describe this student as a “team player”? Yes / No

3. What do you believe to be this student’s greatest strengths?

4. What do you believe to be this student’s greatest weakness?

5. Do you believe that this student has the ability to commit to an 18 month service dog training program? Yes / No

5. Do you have any additional comments? _____

Printed Name/Title

Date

Signature

Please mail this form directly to the FSDS in the pre-addressed envelope that the above named student has provided to you by NO LATER THAN April 15th, 2010.



Communication Consent Form

Name of student _____

Name of school _____

Name of Guidance Counselor _____

I hereby give permission for a representative of the Foundation for Service Dog Support, Inc. (FSDS) to communicate with a representative of my son / daughter's school. The communication is to be exclusively for the purpose of gathering any additional information that may be necessary to make a determination of eligibility for the youth-based service dog training program. The types of information that I give permission to be shared includes the following:

- Attendance records
- Disciplinary records
- Grade point average
- Timeliness of work assignments
- Clarification of any information requested on Teacher Recommendation Letter or Guidance Office Form

I understand that any information that is shared between the school and the FSDS is confidential and is to be used only for the purposes intended.

Signature of parent / guardian

Date

Printed name of parent / guardian



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Name of student _____

Name of school _____

Name of Guidance Counselor _____

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Signature of parent / guardian

Date

Printed name of parent / guardian



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I understand that any information that is shared between the school and the FSDS is confidential and is to be used only for the purposes intended.

Signature of parent / guardian

Date

Printed name of parent / guardian