



# Program Planning Guide

## Veterinary Assistant Diploma (D45780)

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**Program Length:** 3 Semesters

**Program Sites:** Lee Main Camps, seated only

**Career Pathway Options:** Associate in Applied Science in Associate Degree in Veterinary Medical Technology

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The diploma program prepares students to work as veterinary assistants, providing hands-on care and support for animals in clinical settings. Veterinary assistants play a vital role in animal health by managing daily needs such as feeding, bathing, and exercising; restraining animals during exams and procedures; assisting with non-invasive treatments; cleaning and disinfecting cages and equipment; scheduling appointments; sterilizing surgical tools and rooms; monitoring patient health; and educating pet owners. They may also assist veterinary technicians and veterinarians with more advanced tasks, including administering medications, processing lab samples, and performing basic medical tests.

Upon graduation, students are eligible to sit for the Approved Veterinary Assistant examination through the National Association of Veterinary Technicians in America (NAVTA). Veterinary assistants who successfully complete the exam receive a documenting certificate and are entitled to use the designation AVA (Approved Veterinary Assistant).

### Limited Enrollment Application Overview:

The Veterinary Assisting (VA) program is a limited-enrollment program, which means that there are a limited number of seats in this program each year. Students must meet all requirements listed below to enter the Veterinary Assisting program. While they are completing these requirements, pre-VA Students will be enrolled in the **Pre-Vet Assisting** program (**A55280VA**). Acceptance will be reviewed from November 1 to May 15, and students will be notified of acceptance through email by May 15 each year. Provisional acceptance will be reviewed from May 15 to July 31, and students will be notified of acceptance through email by August 1 each year.

### VA Admission Requirements:

- ☐ Complete 10 credit hours of Pre-VA general education courses with a C or better (see page 2).
- ☐ Have a minimum 2.5 GPA based on 10 credit hours of VA general education courses.
- ☐ Submit documentation of completed rabies vaccination series.
- ☐ Submit documentation of 40 hours of observation at a local veterinary practice shadowing an RVT or DVM.
- ☐ Attend a mandatory, in-person program orientation before beginning the program. The date will be provided in the admission acceptance letter.

### Provisional Acceptance:

Provisional acceptance will be offered to a student if there are seats available after all fully accepted students have confirmed their acceptance by May 31 each year, **and**:

- ☐ All remaining general education coursework will be completed by the end of the summer term.
  - ☐ Can have up to two missing general education classes.
- ☐ Documentation of completed vaccination series is provided to the department chair by July 31.
- ☐ No documentation of observation hours



## Pre-VMT General Education Requirements & Suggested Course Schedule:

| Required Classes            |                             | Class    | Lab      | Clinical | Credits   | Notes:           |
|-----------------------------|-----------------------------|----------|----------|----------|-----------|------------------|
| ACA 122                     | Transfer & Career Success   | 0        | 2        | 0        | 1         | Seated or online |
| ENG 111                     | Writing & Inquiry           | 3        | 0        | 0        | 3         | Seated or online |
| Elective                    | Humanities/Fine Arts        | 3        | 0        | 0        | 3         | Seated or online |
| MAT 110                     | Math Measurement & Literacy | 2        | 2        | 0        | 3         | Seated or online |
| <b>Total Semester Hours</b> |                             | <b>8</b> | <b>4</b> | <b>0</b> | <b>10</b> |                  |

**Approved Humanities Substitutions:** Can substitute ART 111, ART 114, ART 115, DRA 111, ENG 125, ENG 231, ENG 241, ENG 242, HUM 110, HUM 115, HUM 122, HUM 150, HUM 160, MUS 110, MUS 112, **PHI 240**, REL 110, REL 211, REL 212

**Approved Mathematics Substitutions:** Can substitute any higher-level math class.

**Upon acceptance into the Veterinary Medical Technology program, students will take the following courses:**

| Program Course Schedule      |                                 | Class    | Lab      | Clinical | Credits   | Notes: |
|------------------------------|---------------------------------|----------|----------|----------|-----------|--------|
| <b>1st Semester (fall)</b>   |                                 |          |          |          |           |        |
| VET 110                      | Animal Breeds & Husbandry       | 2        | 2        | 0        | 3         | Seated |
| VET 120                      | Veterinary Anatomy & Physiology | 3        | 3        | 0        | 4         | Seated |
| VET 121                      | Veterinary Medical Terminology  | 3        | 0        | 0        | 3         | Seated |
| VET 137                      | Veterinary Office Practices     | 1        | 2        | 0        | 2         | Online |
| <b>Total Semester Hours</b>  |                                 | <b>9</b> | <b>7</b> | <b>0</b> | <b>12</b> |        |
| <b>2nd Semester (spring)</b> |                                 |          |          |          |           |        |
| VET 123                      | Veterinary Parasitology         | 2        | 3        | 0        | 3         | Seated |
| VET 125                      | Veterinary Diseases I           | 2        | 0        | 0        | 2         | Seated |
| VET 131                      | Veterinary Lab Techniques I     | 2        | 3        | 0        | 3         | Seated |
| VET 133                      | Veterinary Clinical Practices I | 2        | 3        | 0        | 3         | Seated |
| <b>Total Semester Hours</b>  |                                 | <b>8</b> | <b>9</b> | <b>0</b> | <b>11</b> |        |



| 3rd Semester (summer)  |                          |          |          |           |          |                           |
|--|--------------------------|----------|----------|-----------|----------|---------------------------|
| VET 213  | Vet Clinical Practice II | 1        | 9        | 0         | 4        | Seated                    |
| VET 237  | Animal Nutrition         | 3        | 0        | 0         | 3        | Online                    |
| WBL 111  | Work-Based Learning I    | 0        | 0        | 10        | 1        | In-person work experience |
| <b>Total Semester Hours</b>                                    |                          | <b>4</b> | <b>9</b> | <b>10</b> | <b>8</b> |                           |
| <b>Total General Education Semester Hours Credit: 10</b>       |                          |          |          |           |          |                           |
| <b>Total Program Semester Hours Credit: 31</b>                 |                          |          |          |           |          |                           |
| <b>Total Semester Hours Credit Required for Graduation: 41</b> |                          |          |          |           |          |                           |

## Course Descriptions

### ACA 122 Transfer & Career Success

This course introduces students to career and transfer opportunities while building skills for academic success, career exploration, and transfer preparation, ensuring readiness for success in community college and beyond. Topics include transfer agreements with public and independent institutions, programs and processes that facilitate transfer, and transfer tools and resources; career topics include career exploration and information and skills such as resume writing, portfolio development, and professional communication. Upon completion, students will be able to identify the community college program that matches their transfer and career goals, navigate transfer policies and processes, use Transfer Guides, develop an academic plan for future success, and identify professional application materials. This course has been approved for transfer under the CAA/ICAA as a premajor and/or elective course requirement.

### ENG 111 Writing and Inquiry

*Requisites: Take ENG-045 - Must be taken either prior to or at the same time as this course.*

This course is designed to develop the ability to produce clear writing in a variety of genres and formats using a recursive process. Emphasis includes inquiry, analysis, effective use of rhetorical strategies, thesis development, audience awareness, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. This course has been approved for transfer under the CAA/ICAA as a general education course in English Composition.

### MAT 110 Math Measurement & Literacy

This course provides an activity-based approach that develops measurement skills and mathematical literacy using technology to solve problems for non-math intensive programs. Topics include unit conversions and estimation within a variety of measurement systems; ratio and proportion; basic geometric concepts; financial literacy; and statistics including measures of central tendency, dispersion, and charting of data. Upon completion, students should be able to demonstrate the use of mathematics and technology to solve practical problems, and to analyze and communicate results.

### PHI 240 Introduction to Ethics

*Requisites: Take ENG-111 - Must be completed prior to taking this course.*

This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on moral theories such as consequentialism, deontology, and virtue ethics. Upon completion, students should be able to apply various ethical theories to moral issues such as abortion, capital punishment, poverty, war, terrorism, the treatment of animals, and issues arising from new technologies. This course has been approved for transfer under the CAA/ICAA as a general education course in Humanities/Fine Arts.

**VET 110      Animal Breeds and Husbandry**

This course provides a study of the individual breed characteristics and management techniques of the canine, feline, equine, bovine, porcine, ovine, caprine, and laboratory animals. Topics include physiological data, animal health management, and basic care and handling of animals. Upon completion, students should be able to identify breeds of domestic and laboratory animals, list physiological data, and outline basic care, handling, and management techniques.

**VET 120      Veterinary Anatomy and Physiology**

*Requisites: Completion of one of the following high school biology courses, BIO-094 or BIO-110, or permission of the instructor - Must be completed prior to taking this course.*

This course covers the structure and function of the animal body with emphasis on the similarities and differences among domestic animals. Emphasis is placed on the structure and function of the major physiological systems of domestic, laboratory, and zoo animals. Upon completion, students should be able to identify relevant anatomical structure and describe basic physiological processes for the major body systems.

**VET 121      Veterinary Medical Terminology**

This course covers the basic medical terminology required for veterinary technicians. Topics include the pronunciation, spelling, and definition of word parts and vocabulary terms unique to the anatomy, clinical pathology, and treatment of animals. Upon completion, students should be able to demonstrate knowledge and understanding of basic medical terms as they relate to veterinary medicine.

**VET 123      Veterinary Parasitology**

*Requisites: Take VET-120 - Must be completed prior to taking this course.*

This course covers the common internal and external parasites of companion animals, livestock, selected zoo animals, and wild animals. Emphasis is placed on laboratory diagnosis of the most common forms of the parasite through fecal, urine, skin, and blood exams. Upon completion, students should be able to identify common parasites and discuss life-cycles, treatment and prevention strategies, and public health aspects of veterinary parasitology.

**VET 125      Veterinary Diseases I**

This course introduces basic immunology, fundamentals of disease processes including inflammation, and common infectious diseases of animals and their prevention through immunization. Topics include fundamental disease processes, principles of medical therapy, immunologic processes, infections and zoonotic diseases of domestic animals, and prevention of disease. Upon completion, students should be able to describe basic disease and immunological processes, recognize infections and zoonotic diseases, and discuss prevention strategies.

**VET 131      Veterinary Laboratory Techniques I**

*Requisites: Take VET-123 - Must be completed prior to taking this course. Take VET-133 - Must be taken either prior to or at the same time as this course.*

This course includes the fundamental study of hematology, hemostasis, and urinalysis. Emphasis is placed on basic hematology and urinalysis techniques, manual skill development, instrumentation, quality control, and applications to veterinary science. Upon completion, students should be able to perform manual and automated CBCs, hemostatic assays, and complete urinalyses and maintain laboratory equipment and quality control.

**VET 133      Veterinary Clinical Practice I**

*Requisites: Take VET-120 - Must be taken either prior to or at the same time as this course.*

This course introduces basic practices and techniques of the veterinary clinic and biomedical research fields for dogs, cats, and laboratory animals. Topics include physical exam, husbandry, housing, sanitation, restraint and handling, administration of medications, anesthesia and euthanasia techniques, grooming, and dentistry. Upon completion, students should be able to properly restrain, medicate, examine, groom, and maintain each of the species studied.

**VET 137      Veterinary Office Practices**

This course is designed to teach basic administrative techniques, client communication skills, and regulations pertaining to veterinary medicine. Topics include record keeping, telephone techniques, professional liability, office procedures, state and national regulatory laws, human relations, and animal welfare. Upon completion, students should be able to demonstrate effective communication techniques, office procedures, and knowledge of regulatory laws and issues relating to animal welfare.

**VET 213      Vet Clinical Practice II**

*Requisites: Take VET-133 - Must be completed prior to taking this course.*

This course covers basic radiography, anesthesia techniques, dentistry, sample collection and handling, surgical assistance and instrumentation, sterile techniques, and patient record keeping. Topics include basic radiography, injectable and gas anesthesia, dentistry, instrument identification and care, sterile surgical technique, specimen collection and processing, and maintenance of patient records. Upon completion, students should be able to take and process radiographs, administer and monitor anesthesia, assist in surgical procedures, collect specimens, and maintain surgical records.

**VET 237      Animal Nutrition**

This course covers the principles of nutrition and their application to feeding practices of domestic, farm, and companion animals. Topics include basic nutrients and nutritional needs of individual species, proximate analysis, interpretation of food and feed labels, types of animal foods, and ration formulation. Upon completion, students should be able to select appropriate diets for animals in various stages of health and disease, analyze nutrition labels, and identify foods.

**WBL 111      Work-Based Learning I**

This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.