



# PROVISIONAL MEMBERSHIP APPLICATION

How many years: *(Press the TAB key to move from field to field)*  
 You've trained dogs \_\_\_\_\_

You've assisted group \_\_\_\_\_; private \_\_\_\_\_

You've taught, as the full charge instructor,  
 group \_\_\_\_\_; private \_\_\_\_\_

Approximately how many dogs  
 go through your training courses per year \_\_\_\_\_

## GENERAL INSTRUCTIONS

- Please submit three (3) copies of the completed form, your *typed* answers for each question, and all attachments.
- ALL QUESTIONS MUST BE COMPLETED IN FULL. In answering the questions, keep in mind that NADOI wants to know your qualifications as an INSTRUCTOR. Be specific in describing what you tell your students to do to train their dogs. NADOI examiners are looking for step-by-step methodology rather than general descriptions. Answer the questions in your own words.
- Any response of "not applicable" should be explained as to why it is "non-applicable".
- Attach an extra sheet for questions requiring more space, making sure the question number is shown with each answer. Print your name the top of each page and number the pages consecutively.
- Unless specifically stated in the directions, copies of handouts or homework sheets will not be accepted as the complete answer for any of the questions. However, if you have handouts for students on a given subject, you may submit them as supporting information IN ADDITION to your responses, not in place of your responses. The author of all handouts must be listed on the handout.
- This questionnaire is geared toward the practical application of your knowledge. If you teach strictly competition obedience, you will need to approach your answers from the standpoint of either how you would apply competition obedience to real-life situations, or how you would handle the situation as asked.

## PERSONAL INFORMATION

Name	Home Phone	Age
Address	City, State, Zip, Country	
E-mail	Occupation	
Dog Business Name	Business phone	
Hobbies/Other Interests		

## PART 1: BACKGROUND INFORMATION

1. List the dogs you have personally trained, giving breed, level of training reached, and any titles earned, showing approximate dates of the highest titles earned.
2. Check any of the following types of dog training in which you are or have been active:

<input type="checkbox"/> Pet manners/CGC	<input type="checkbox"/> Drug/bomb/other detection
<input type="checkbox"/> Competition obedience	<input type="checkbox"/> Tracking
<input type="checkbox"/> Therapy/pet assist activities/service	<input type="checkbox"/> Agility/flyball
<input type="checkbox"/> Herding	<input type="checkbox"/> Field/hunting
<input type="checkbox"/> Protection/K-9/Schutzhund	<input type="checkbox"/> Conformation/breeding/exhibiting
<input type="checkbox"/> Other (please list) _____	
3. List any books and/or videotapes that influenced your instructing, including approximate publication/production dates.
4. What dog or obedience related periodicals do you subscribe to or read regularly? Are you a member of any dog or obedience training e-mail list? If so, which one(s)?
5. Who (author, instructor, seminar presenter, video producer, etc.) most influenced your training philosophy? How?
6. What courses or seminars, including approximate dates, have you attended that influenced your instructing? Did these include any that specifically taught instructing skills?
7. If you are scheduled to attend any courses or seminars within the next 6 months, please list them.
8. What, if any, previous experience did you have teaching or working with people before you began teaching people how to train their dogs?

## PART 2: REFERENCE INFORMATION

9. How are you gaining your instructing experience? If you assist or apprentice, for how long have you done so? Please provide the name(s) and contact information of the person(s) for whom you are apprenticing/assisting.
10. List any training schools, breed or obedience clubs, performance event clubs, or professional organizations to which you now belong or were involved in the past.
11. Please provide three names along with phone numbers and/or e-mail addresses that we may contact as references (i.e., veterinarian, pet professionals, dog club officers or past customers).
12. Please give the names of any NADOI members you know or have known in the past.
13. Have you ever applied to NADOI before? If so, when?

## PART 3: STUDENT INFORMATION

14. Have any of your students earned certification with any titling organization (AKC- include CGC, UKC, AMBOR, Therapy/Service Dogs, dog sports, etc.) on their dogs? If yes, please list the most recent titles or certifications as well as the breeds of dogs.

## **PART 4: INSTRUCTING**

15. Explain in detail how you instruct your students to teach the dog to down on command. Do you ever recommend an alternate method of teaching the "down"? If so, why?
16. Explain why you would handle a student's dog.
17. What type of collar and leash do you routinely recommend for typical beginner students? List other types of collars, leashes, and other training aids you recommend, putting those most used at the top of the list.

*IMPORTANT INSTRUCTIONS: If you teach group training classes, answer Part 5a. If you conduct private lessons, Part 5b. If you do both, please complete both sections.*

### **PART 5a: GROUP CLASS**

18. How long (hours per week) is each class? How many weeks comprise your basic course?
19. How many students do you normally have in a class?
20. If you have served as an assistant instructor:
  - a. Briefly describe what jobs you perform(ed) as an assistant.
  - b. How has serving as an assistant aided your development as an instructor?
21. What do you believe are the most common causes for student dropout?
22. Explain how you would handle the following situations if they were to occur in your basic class:
  - a. A young lady is enrolled in class with her large Newfoundland. The dog is very friendly and keeps dragging his owner across the floor to meet other dogs and people. The owner's efforts to control him are not effective and other students are showing concern over his unwanted attention.
  - b. A seven month old Shetland Sheepdog is very nervous the first night of class, trembling, hiding behind the owner when anyone approaches. The owner is offering food and verbal encouragement in an attempt to coax the dog into action, but there is no response. The owner comments that the dog has been like this ever since she got him from a local kennel a few weeks ago.

### **PART 5b: PRIVATE**

23. Do you work as an assistant or do you do private calls yourself? If by yourself, what type cases do you handle? What type cases would you refer to another instructor?
24. Generally, how long (minutes/hours) does a private lesson last?
25. Do you work with your client at their home, your place of business (which could be your home or an office), or some other location (please specify)? What are the advantages and disadvantages of each location?
26. Explain in detail how you would handle the following situation:
  - a. A young couple has a year old Yorkie that urinates and defecates in the house. They refuse to try crate training the dog, and do not have a suitable place to leave her outside when they are gone, although

they do have a fenced yard. They presently shut the dog in a bathroom while they are gone and at night. Both the man and the woman work during the day, but the wife is able to come home during her lunch hour. The dog is immediately taken outside, but doesn't always "go." She often slips into either the dining room or the spare bedroom to eliminate, even after being outside. Their main complaint is that the dog will not "ask" to be let out.

- b. You have been called to a client's house to help with a dog who, by the owner's description, is boisterous and often times out of control. Seconds after the owner opens the door to greet you, the dog appears behind him snarling and trying to lunge past the owner.

**PLEASE READ THE FOLLOWING CAREFULLY**

I understand that this application will not be considered unless it is accompanied by the non-refundable \$20.00 processing fee.

I hereby certify that I have answered all of the above truthfully. I understand that any misrepresentation or material omission will constitute grounds for rejection of this application. If any misrepresentation or material omission is discovered after my acceptance, the matter may be referred to the Ethics Committee for immediate action, which action may include suspension or revocation of membership, or other disciplinary action the Ethics Committee may deem appropriate.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**IMPORTANT NOTICE**

When completed, submit three (3) copies of: the completed form, your typed responses and all attachments along with your processing fee to your ZIP CODE Regional Administrator listed below.  
**DO NOT USE REGISTERED OR CERTIFIED MAIL.**  
Make check or money order payable to NADOI. Please do not send cash.

00001-19999

NADOI Regional Admin.  
Fran Tardif  
124 Gray Corner Rd.  
Woolwich, ME 04579  
mahidan@zwi.net

20000-54999 & Foreign

NADOI Regional Admin.  
Gendy McMillen  
38 Reata Way  
HSV, AR 71909  
gcmcmill@juno.com

55000-99999

NADOI Regional Admin.  
Marlene Stachowiak  
321 Fury's Ferry Rd.  
Martinez, GA 30907  
JaeMarS@knology.net

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**FOR NADOI USE ONLY**

**COMMENTS**

Sent to Applicant \_\_\_\_\_

Received by Memb. Chair \_\_\_\_\_

Sent to Examiners \_\_\_\_\_

Returned by Examiners \_\_\_\_\_

Approval/rejection letter sent \_\_\_\_\_