



Pet Professional Accreditation Board – Reference Letter Policy

Re: _____
Candidate for PPAB CTT- Accreditation

The candidate named herein is seeking to be accredited with The Pet Professional Accreditation Board. The credentialing process requires that applicants adhere to PPAB requirements for membership and be able to demonstrate 50 hours of experience teaching group training classes **and/or** 50 hours of private training of pet dog manners over a 12-month period. Alternatively, applicants can demonstrate 70 hours of experience teaching group training classes **and/or** 70 hours of private training of pet dog manners over a 24-month period.

One training hour unit is defined as one 45-60-minute session of teaching a group class. Applicants must also have completed 10 continuing education credit hours at professional seminars, workshops and/or webinars during the previous two years.

Applicants must provide two written references which must include one from two of the following categories: a PPG member or colleague, a veterinarian or a client.

Please circle – are you a: COLLEAGUE/PPG Member VETERINARIAN CLIENT

Please indicate how you are familiar with the applicant's skills:

- I have worked with the applicant directly
- My clients have reported to me regarding their experiences with the applicant
- Word of mouth referrals from other professionals
- Personal discussions with the applicant
- The applicant is a current or former student of mine

(Please use the reverse side to make any additional comments regarding this applicant.)

Please read the accreditation requirements and statement below. If you feel the applicant should be accredited, please add your signature:

I am familiar with the applicant's training and handling abilities in the ways checked above. I support accrediting the named individual.

Signature

Date