



COMMONWEALTH OF VIRGINIA
Department of Agriculture and Consumer Services



Division of Animal and Food Industry Services
 Office of Veterinary Services – Animal Care
 102 Governor Street, Richmond, Virginia 23219
 Phone: 804-692-4001 Fax: 804-371-2380
animalcare@vdacs.virginia.gov

Animal Control Officer Training Approval Request Form

Please submit all requests for ACO training approval to animalcare@vdacs.virginia.gov.

Request Submitted By			
Name and Title:			
Agency/Organization:			
Phone Number:		Email Address:	
Training Course Information			
Training Course Title:			
Training Provider:			
Course Date(s): (Include start and end dates when applicable)		Course Time(s): (Include start and end times, specify breaks from instructional periods)	
Location of Training:			
Description: (Describe course content and relevance to animal control and protection.) <i>Syllabus/Agenda may be attached also.</i>			
Course Participation (check all that apply)			
<input type="checkbox"/> Open to Animal Control Officers only		<input type="checkbox"/> Open to any interested participant	
<input type="checkbox"/> Open to specific locality/agency only (specify): _____		<input type="checkbox"/> Other criteria (describe): _____	
<input type="checkbox"/> Cost to attend: _____		<input type="checkbox"/> There is no cost to attend	
VDACS OFFICE USE ONLY			
<input type="checkbox"/> APPROVED		NUMBER OF TRAINING HOURS: _____ (if this applies to only a portion of the training hours requested, designate the portion approved):	
<input type="checkbox"/> NOT APPROVED			
SIGNATURE OF STATE VETERINARIAN/REPRESENTATIVE			DATE

KEEP A COPY OF THIS COMPLETED DOCUMENT
 AND ATTACH PROOF OF TRAINING COURSE ATTENDANCE FOR YOUR RECORDS