



Animal Behavior Society

APPLICATION FOR CERTIFICATION OF
APPLIED ANIMAL BEHAVIORISTS

Mailing Address: ABS CAAB
402 N Park Ave
Bloomington IN 47408
Email: aboffice@indiana.edu

INSTRUCTIONS:

Please type or print. Applications must be accompanied by copies of completed academic transcripts and evidence of conferral of degree(s) which should be either the graduation date imprinted on the transcript or a copy of the diploma, or when necessary, a letter confirming completion of degree requirements. Three letters of reference should be sent directly to aboffice@indiana.edu with "certification letter" in the subject line. It is the applicant's responsibility to document education and professional-level experience as an animal behaviorist.

NOTE:

Before completing this application, please read carefully the online description of the Animal Behavior Society Program for Certification of Applied Animal Behaviorists. No application can be processed until a complete application and all supportive materials have been received by the Chair of the Animal Behavior Society's Board of Professional Certification.

CERTIFICATION APPLICATION (Check Applicable)		
<input type="checkbox"/> Certified Applied Animal Behaviorist <input type="checkbox"/> Associate Applied Animal Behaviorist		
APPLICANT INFORMATION		
Last Name	First Name	Middle Name
Street Address (Home)		City
State/Province	Postal Code	Country
Street Address (Business)		City
State/Province	Postal Code	Country
Home Telephone	Business Telephone	Fax
Date of Birth (dd/mm/yy)	Email address	

I COLLEGE/UNIVERSITY EDUCATION

A – Education Information

No.	Institutions Attended	Degree Conferred	Major	Month/Year
1				
2				
3				
4				

B – Completed Course Credits

Please specify course credits in semester hours -- 1.5 quarter hours = 1 semester hour.

(Applicants are requested to present course titles, and credits in the format listed, as required by the Applied Animal Behavior Certification program. When this is not possible, explain in sufficient detail for proper evaluation by the Certification Review Board.)

1. Courses in Behavior (21 semester hours are required)

(a) Courses related to basic behavior, such as ethology, animal behavior or comparative psychology.
A minimum of six (6) semester (9 quarter) hours is required.

No.	Course Title	Department	Number of Hours	Semester

(b) Courses related to the principles of learning, experimental animal psychology, or the biological bases of behavior (e.g., physiological psychology or psychopharmacology).
A minimum of six (6) semester (9 quarter) hours is required.

No.	Course Title	Department	Number of Hours	Semester

C: Thesis and/or dissertation title(s)		
M.S:		
Ph.D:		
Other:		
D: If you worked/interned with an Applied Animal Behaviorist, indicate with whom you trained or did research.		
Last Name	First Name	Middle Name
Street Address		City
State/Province	Postal Code	Country
Telephone Numbers:		
Inclusive Dates of Training:		
Give a brief summary of the training, such as research duties, number and type of cases observed, rounds attended, etc.		

II PROFESSIONAL EXPERIENCE

A:

Type of Experience (private practice, academic, in association with a veterinarian, animal shelter, zoo):

B:

If you are working in a clinical animal behavior setting, indicate the distribution of Cases. Give number and percent for last year

		Number	Percent
Setting	Office		
	House call		
	Telephone consultation		
Species	Dog		
	Cat		
	Bird		
	Horse		
	Other pets		
	Other domestic animals		

C:

If you have worked/are working in a non-clinical applied animal behavior setting, describe your experience. Describe the species worked with, amount of time devoted to working with each and the kind of work experience (i.e., researcher, research assistant or consultant to zoos or agricultural interests).

- D:** Attach list of publications (Use complete citation)
1. Refereed publications (limit to two pages)
 2. Non-refereed publications (limit to two pages)
 3. Papers/posters presented at academic conferences.

E:
Provide two examples of your work in applied animal behavior that demonstrate the breadth and depth of your knowledge and expertise. These examples can be clinical case studies that include a description of relevant behaviors, identification of important variables, description of interventions and an evaluation of results. The cases should be written up so that the committee members can assess your competence. Please **DO NOT** submit treatment reports that are prepared for the client and **DO NOT** include personal data on the client, such as name, address, telephone number or email address. Each case study is limited to four pages; see attached recommended format. Alternatively, you may attach electronic reprints of publications in applied animal behavior. Such work can be a summary of case studies, original research or literature review, provided that the piece illustrates your expertise and innovative thought in a given area of applied animal behavior. If you are not the first author on the paper, please identify for the committee the extent of your intellectual contribution to the work.

We encourage ACAAB applicants who may not have much experience writing for scientific publications to have case reports reviewed by one or more senior CAABs before submission. ACAAB applications are expected to demonstrate a level of knowledge and communication skills consistent with a Master's degree level of education.

F:
Describe any other original contributions or original interpretations of animal behavior information or demonstrations of your knowledge of animal behavior. Attach written reports or papers where appropriate.

III PROFESSIONAL REFERENCES

Please list names and email addresses of three (3) members of the Animal Behavior Society (or other animal behavior professionals) who have agreed to provide references on your behalf for the Board of Professional Certification. They should be knowledgeable about your academic background and/or your present and past experiences as a practicing applied animal behaviorist. They should send their letters directly to aboffice@indiana.edu with "certification letter" in the subject line.

Include current position titles, complete addresses and telephone numbers.

1)

2)

3)

IV. FEES AND ELIGIBILITY

- 1) Please check and complete the information required for **Certification Application Fee** payment for your requested category under Part (a).
- 2) You will also be required to pay a certification dues fee, listed under Part (b), upon notification of successful application/certification and prior to delivery of your certificate.

Part (a): Certification Application Fee
(Check Requested Category):

- \$100 Animal Behavior Society Members
- \$200 Non-members

Part (b): Certification Dues Fee (Due upon notification of successful application):

- 1) \$350 (Includes 5 yrs membership and online access to *Animal Behaviour*)
- 2) \$500 (Includes 5 yrs membership, online access and paper copy of *Animal Behaviour*)
- 3) \$250 (For non-members, payable upon notification of a successful application)

PAYMENT DETAILS

PAYMENT METHOD	Check	MasterCard	Visa	Discover	AMEX	Money Order
Card Number				Expiration Date		
Name as it appears on the card				Signature of Card Holder		
Credit Card Billing Address				TOTAL PAID (US DOLLARS)		

Please Note: If you choose to pay by credit card, please **do not** send your form electronically.
 For check payments, please pay in US Dollars to the order of Animal Behavior Society.
 Mail to: Dr. Crista Coppola, Animal Behavior Society, 402 N. Park Ave, Bloomington, IN 47408.

In applying for certification as an Associate or Certified Applied Animal Behaviorist, I have reviewed and pledge to adhere to the Code of Ethics and the Standards for Professional Conduct as described in the certification program booklet.

I agree that disputes related to the certification application process will be submitted to binding arbitration if needed after appropriate appeals to the Board of Professional Certification, and the Animal Behavior Society Committee for Issues in Applied Animal Behavior.

I further attest the information provided in this application form, together with all attached documents, is complete and true to the best of my knowledge.

Date Submitted:

Applicant's Signature:

The Animal Behavior Society requires that all Certified Applied Animal Behaviorists maintain up to date liability insurance. Please provide the name of your carrier and the policy number.

Carrier:

Policy Number:

CASE REPORT GUIDELINES

Dear Applicant,

CASE REPORT GUIDELINES (For part II.E.)

Use the following guidelines if you use case reports to describe your recent work as an applied animal behaviorist. The reports should be typed, grammatically correct, and presented in a logical format. The reports should consist of cases for which you have adequate 4 month follow up, at a minimum.

Each report should consist of a statement of the problem or the owner's presenting complaint and the following:

- a. A description of the animal (s) (sex, breed, age, size, medical conditions), household composition (people and other animals), and environment (farm, house, apartment, stable, corral, size of cage at zoo, etc.)
- b. An objective description of behaviors and base-line frequency of problem behaviors at time of presentation
- c. A rationale for diagnoses and treatment plans
- d. An adequate description of treatment plan and/or reference to specific technique used
- e. Periodic progress reports out to at least four months
- f. A description of owner compliance; present frequency of problem behaviors at time of follow-ups; explain unsuccessful resolutions
- g. Conclude with a paragraph or more of discussion.

The reviewers recommend submitting cases that were successfully treated or managed and that allow the applicant to demonstrate comprehensive understanding of the behavior of the focal animal and behavioral principles.



Animal Behavior Society

Ethical Guidelines For

Certified Applied Animal Behaviorists

Associate Certified Applied Animal Behaviorists

Associate Applied Animal Behaviorists and Applied Animal Behaviorists shall:

1. Conduct their activities in accordance with the Code of Ethics of the Animal Behavior Society, with the highest standards of professional conduct and personal honor, and in accordance with the laws of applicable jurisdictions.
2. Accept employment to perform professional services only in the areas of their own competence and consistent with the Code of Ethics of the Animal Behavior Society. They shall seek to refer clients or employers to other applied animal behaviorists when expertise of such professionals shall best serve the interest of the public and the client/employer. They shall cooperate fully with other professionals in the best interests of the animals, the public and the client/employer. They shall act in accordance with ABS/ASAB guidelines for the use of animals in research.
3. Refrain from advertising in a self-laudatory manner, beyond statements intended to inform prospective clients/employers of qualifications, or in a manner detrimental to fellow professionals. They shall follow the ABS Policy for the use of the Society's name.