

### **QUICK VIEW OF COURSES OFFERED**

Below you will find a short synopsis of the courses which we offer here at Oklahoma Horseshoeing School. Please note that all courses begin at the beginning (assuming that you have no horseshoeing experience) unless otherwise specified.

#### **Class Schedule:**

- All classes go to classroom lecture from  
7:00 to 8:00 am
- Breakfast is served from  
8:30 to 9:00 am
- Students are in the Shop from  
9:00 am to 4:00 pm
- Lunch is served from  
12:00 to 1:00 pm

There is a \$150 dollar enrollment for all students. This is to process your application and hold a spot for you on our calendar. All lodging is free of charge to students and books are included in the tuition cost. A supply charge is included in your tuition fee and housing is funded by services to our horseshoeing customers.

**Two Week Basic Horseshoeing Course:** \$ 2200.00. This two-week course will absolutely teach you to shoe your own horse. The intent of this course is to teach you to shoe your own horses and perhaps build up a part-time clientele. – Even though many professional farriers today have gotten their start in this two-week course, this is not considered a vocational course and therefore is not eligible for VA Benefits.

**Eight Week Professional Horseshoeing Course:** \$ 5500.00. This eight-week course is the very least amount of time that you would expect to attend school to become a professional farrier. You will learn cold shoeing, hot shoeing, and handmade shoes for lameness and for different types of athletic endeavors.

#### **Twelve Week Advanced Horseshoeing and Blacksmithing Course:**

\$ 7700.00. In twelve weeks' time you will learn to shoe horses with cold shoes, hot shoes, and many, many different types of handmade shoes. This course will prepare you to shoe horses at a high level appropriate to the most discerning customers you might acquire. After the first eight weeks you might expect to do most of your shoeing with hand forged shoes that you have made yourself. You will learn to do this in an appropriate amount of time which your shoeing practice will require. This course will also prepare you to take the BWFA Certification examination at the Apprentice level (passing the written exam and shoeing a horse with hand forged fullered and clipped shoes in three hours). (Also, beginning week five the student will go to dental class on the first and third Friday of the month).

**One Week Continuing Education Course:** \$ 700.00. For previous graduates of any of our educational programs here at Oklahoma Horseshoeing School or a certificate from any other Horseshoeing School. This course can be taken one week at a time as is convenient for the student. The purpose of this course is the mastering of a specific skill which the student does not have perfected. We also have both BWFA and AFA certified instructors to help you prepare for certification testing.

Oklahoma Horseshoeing School, Inc.  
26446 Horseshoe Circle  
Purcell, Oklahoma 73080  
1-800-538-1383, 405-288-6085, (Fax) 405-288-1004  
[www.horseshoes.net](http://www.horseshoes.net)

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**Jack Roth DVM – Owner**  
**Nature Milligan – President, Director and AAO**  
**Jesse Darrow CJF – Head Instructor**  
**Natalie Darrow CF – Enrollment Secretary and Asst. Instructor**  
**Matt Milligan – Barn Director and Asst. Instructor**  
**Bryan Clemmer – Asst. Instructor**

## **HOW and WHY we run Oklahoma Horseshoeing School the way we do!**

In the summer of 1973, The Oklahoma Horseshoeing School was founded to place a trade within your reach with which has great earning potential. Since its beginning, the Oklahoma Horseshoeing School has trained men and women from all areas of the world. Most Oklahoma Horseshoeing School graduates go on to become gainfully self-employed in the horse industry. With an investment in equipment and education at Oklahoma Horseshoeing School, you can be a successful business owner, doing the work you enjoy most. If possible, please make it a point to tour the school. Your education may very well affect the rest of your life.

1) By beginning a small group every Monday and graduating a small group every Saturday we always have advanced students here in school. This means that our shoeing customers have a high degree of confidence in our work and they are always bringing their horses. We have shod for some of these people for almost 40 years. Suppose we did not do this. Our work would be of a very inconsistent quality for the first couple of weeks of a cycle in which we would have all new students. We would lose customers. Then we would have to go out hunting horses and go out in the field every day to have enough horses for you students to shoe. Figure one hour driving out and one hour driving back to the school. That makes two wasted hours driving time every day instead of teaching time. That is how it is done elsewhere but not here. All our clients bring their horses in for us to shoe in our shop. No wasted time and an average of two more hours per day of instruction.

2) We do not just pay lip service to teaching corrective shoeing; we actually do it. The only possible way to have the necessary cases for our students to learn corrective shoeing is to always have advanced students who can perform the craftsmanship necessary to shoe these difficult cases. These cases do not just crop up at our convenience. They must be done on an as needed basis. This means that we must always be ready to serve these cases if we are to get them and to keep them.

3) Our instructors rarely leave campus to lecture or attend seminars. We belong here at Oklahoma Horseshoeing School teaching you, our student, not going around to other places to teach other people. We serve only ONE MISSION – “To provide the very best horseshoeing education in the world.”

4) We are pretty hard core here. This is the only horseshoeing school in the world that we know of, that works on Saturdays and on holidays (even on Christmas day). We always encourage you to do more and sometimes it may seem that we are never satisfied. This is how we get the fine craftsmanship from our students that we do. Our shop is open during the evening for our students to prepare assignments for the following day. We do not encourage other activities other than learning horseshoeing so that you will be able to start your own horseshoeing business the day you return home from school. We encourage our most advanced students (the last four weeks of the twelve-week course) to shoe with handmade shoes on most days.

5) All of our forges are directly across the aisle from the shoeing stalls which makes it convenient to do corrective and specialty shoeing requiring the fire.

Oklahoma Horseshoeing School welcome’s prospective students to visit at any time. Thank you for your interest and we look forward to having you in class.

Sincerely,

Jack Roth, DVM – Owner



***Students First Day in the Shop***



***1st Week Student having his hoof checked to see if it is level.***

# BASIC HORSESHOEING COURSE

The Basic Horseshoeing Course is a two-week course that provides a sound foundation of horseshoeing skills. It is designed for the person who plans to shoe part-time while maintaining his present employment or attending college. The intent of this course is to teach you to shoe your own horses and perhaps build up a part-time clientele. Many graduates of the Basic Horseshoeing Course have built their clientele into a full-time business; however, we do not recommend this. If you want to be a professional farrier, we would like to have you in school for at least eight weeks or longer if possible.

For those of you who are on vacation from work, rest assured that upon successful completion of the two-week course, you will have learned sound basic horseshoeing. You may return to school to continue your education at any time. Upon graduation from the Basic Horseshoeing Course, if you work at shoeing horses, you will be able to turn out the same high-quality work you learned at school at the rate of one horse shod per hour within one month's time.

This is not considered a vocational course and therefore is not eligible for VA Benefits.

<b>LENGTH:</b>	2 weeks (108 hours of instruction) 15% Classroom, 85% hands-on-work
<b>CLASS DATES:</b>	A new class begins every Monday throughout the year Monday through Saturday, 7:00 a.m. to 4:00 p.m.

## CURRICULUM:

### Lectures, Reading Assignments and Demonstrations (18 hours)

#### Basic Anatomy: 5 Hours

- Anatomy of the Hoof and Leg
- Proper Angle of the Hoof

#### Basic Corrections for Traveling and Problems: 3 Hours

#### Basic Therapeutic Shoeing: 6 Hours

- Lameness of the Hoof and Leg

#### Introduction to Forge Work: 1 Hour

#### Determining a Horse's Age: 1 Hour

#### How to Start and Run Your Own Business: 2 Hour

### Horseshoeing (90 Hours)

#### Basic Horseshoeing: 75 Hours

- Shoeing and/or Trimming Every Day
- Training Horses to Stand and be Shod

#### Handcrafting From Raw Steel: 15 Hours

- Fore punch
- Pritchel
- Basic Front Shoe
- Basic Hind Shoe

# PROFESSIONAL HORSESHOEING COURSE

The Professional Horseshoeing Course is designed to begin at the basic level and develop you to the point where you feel comfortable practicing your craft for the public and charging a fair price for your work.

Forge skills become more important as you acquire larger accounts with more horses; some of which will require handmade shoes to satisfy a customer. If a customer has ten horses and only two of them require more specialized skills, your ability to do that work gets you the whole account. If you can't do the work, then you don't get that account. As a professional farrier, you will want to work for larger accounts so that you can spend more time working and less time driving. Also, remember that more specialized work commands a higher fee.

Upon graduation from the Professional Horseshoeing Course, you will be competent to shoe almost any type of horse for whatever special requirements the horse may have with few limitations. At the Oklahoma Horseshoeing School, this is considered to be entry level, full time professional horseshoeing.

<b>LENGTH:</b>	8 weeks (432 hours of instruction) 15% Classroom, 85% hands-on-work
<b>CLASS DATES:</b>	A new class begins every Monday throughout the year Monday through Saturday, 7:00 a.m. to 4:00 p.m.

## CURRICULUM:

### Lectures, Reading Assignments and Demonstrations (72 hours)

#### Anatomy: 14 Hours

##### **Basic Anatomy- 5 Hours**

- Anatomy of the hoof and leg
- Proper angle of the hoof

##### **Anatomy with review in detail of- 9 Hours**

- Bones and Joints
- Tendons and Ligaments
- Foot Biomechanics
- Sensitive Structures
- Hoof Structure

#### Theory of Specialty Shoeing: 14 Hours

##### **Basic Specialty Shoeing- 14 Hours**

- Performance Horses-Western and English
- Draft Horses
- Gaited and Walking Horses
- Endurance Horses
- Mules

### **Theory of Corrective Shoeing: 14 Hours**

**Basic Corrections for Traveling- 3 Hours**

**Corrective Shoeing with Review in Detail of-11 Hours**

- Foot conformation types
- Limb conformation types
- The gaits of the horse
- Correcting faults and gaits

### **Theory of Therapeutic Shoeing: 20 Hours**

**Basic Therapeutic Shoeing- 6 Hours**

- Lameness of the hoof and leg.

**Advanced Therapeutic Shoeing with Review in Detail of-14 Hours**

- Lameness of the foot
- Lameness of the fore limb and hind limb
- Hoof Repair with plastics
- Leg braces

**Intro to Forge Work: 1 Hour**

**How to Start and Run Your Own Business: 5 Hours**

**Determining a Horse's Age: 4 Hours**

## **Horseshoeing (360 Hours)**

**Intro to Forge Work and Basic Horseshoeing: 90 Hours**

- Shoeing and/or Trimming Every Day
- Training Horses to Stand and be Shod.
- Handcrafting from Raw Steel:
  - Fore Punch
  - Pritchel
  - Basic Front Shoe
  - Basic Hind Shoe

**Hot Shoeing: 62 Hours**

**Shoeing with Handmade Shoes for Normal Horses: 58 Hours**

**Performance Horseshoeing with Hand Made Shoes: 50 Hours**

**Specialty Shoeing with Handmade Shoes: 50 Hours**

**Corrective Shoeing with Handmade Shoes: 50 Hours**







# ADVANCED HORSESHOEING AND BLACKSMITHING COURSE

The Advanced Horseshoeing and Blacksmithing Course is the most complete course of horseshoeing study. You will receive twice the benefit of the Professional Horse-shoeing Course. From week one to week eight you will achieve the OHS Professional level. Once a Professional, you can increase your skill twice as far in weeks nine through twelve. This course will teach you everything you can learn in horseshoeing school.

In addition, you will learn the skills of the equine dental technician. You will learn to float teeth and extract wolf teeth. These are all skills that you can use to improve your earning per stop.

Shop tasks have been selected to provide each student with the skills needed to shoe a wide variety of horses. The student will complete handmade shoes using bar stock. The instructors are qualified to teach you all the forge skills you may need. If you need to stress a particular type of shoeing for your area, please bring this to the attention of your instructor. Upon graduation from the Advanced Horseshoeing and Blacksmithing Course, your skills, technique and efficiency will be refined to a level that will give you a competitive edge.

<b>LENGTH:</b>	12 weeks (648 hours of instruction) 15% Classroom, 85% hands-on-work
<b>CLASS DATES:</b>	<b>A new class begins every Monday</b> throughout the year Monday through Saturday, 7:00 a.m. to 4:00 p.m.

## CURRICULUM:

### Lectures, Reading Assignments and Demonstrations (108 hours)

#### Anatomy: 22 Hours

##### Basic Anatomy- 5 Hours

- Anatomy of the hoof and leg
- Proper angle of the hoof

##### Anatomy with review in detail of- 9 Hours

- Bones and Joints
- Tendons and Ligaments
- Foot Biomechanics
- Sensitive Structures
- Hoof Structure

##### Advanced Anatomy with Review- 8 Hours

#### Theory of Specialty Shoeing: 20 Hours

##### Basic Specialty Shoeing- 14 Hours

- Performance Horses-Western and English
- Draft Horses
- Gaited and Walking Horses
- Endurance Horses
- Mules

**Advanced Specialty Shoeing with Review- 6 Hours**

**Theory of Corrective Shoeing: 21 Hours**

**Basic Corrections for Traveling- 3 Hours**

**Corrective Shoeing with Review in Detail of-11 Hours**

- Foot conformation types
- Limb conformation types
- The gaits of the horse
- Correcting faults and gaits

**Advanced Corrective Shoeing with Review-7 Hours**

**Theory of Therapeutic Shoeing: 20 Hours**

**Basic Therapeutic Shoeing- 6 Hours**

- Lameness of the hoof and leg.

**Advanced Therapeutic Shoeing with Review in Detail of-14 Hours**

- Lameness of the foot
- Lameness of the fore limb and hind limb
- Hoof Repair with plastics
- Leg braces

**Theory of Race Plating: 15 Hours**

**Basic Race Plating: 5 Hours**

**Advanced Race Plating: 10 Hours**

**How to Start and Run Your Own Business: 5 Hours**

**Determining a Horse's Age: 5 Hours**

## **Horseshoeing and Blacksmithing (524 Hours)**

**Intro to Forge Work and Basic Horseshoeing:70 Hours**

- Shoeing and/or Trimming Every Day
- Training Horses to Stand and be Shod.
- Handcrafting from Raw Steel:
  - Fore Punch
  - Pritchel
  - Basic Front Shoe
  - Basic Hind Shoe

**Hot Shoeing:70 Hours**

**Shoeing with Handmade Shoes for Normal Horses:65 Hours**

**Performance Horseshoeing with Hand Made Shoes: 55 Hours**

- Basic
- Advanced

**Specialty Shoeing with Handmade Shoes: 163 Hours**

- **Advanced Specialty Techniques- 50 Hours**
- **Improving Speed and Efficiency at Shoeing All Types of Horses with Factory and Handmade shoes-40 Hours**
- **Shoeing with Handmade Shoes as Required to Pass Even the Most Difficult of Parimutuel License Examinations-35 Hours**
- **Specific Skills Needed to Pass the Certification Tests of the National Farrier's Associations at the Apprentice II Level-38**

**Corrective Shoeing with Handmade Shoes: 55 Hours**

- Basic
- Advanced

**Race Plating: 30 Hours**

**Equine Dental Technology: 16 Hours**

- Floating Teeth-14 Hours
- Extracting Wolf Teeth-2 Hours

## **REQUIRED TOOLS FOR ALL HORSESHOEING COURSES**

- Shoeing Tool Box ----- Econ Line: \$52.25 to Top Line: \$300.00
- Stall Jack/Hoof Stand/Combo ----- Econ Line: \$62.10 to Top Line: \$200.00
- Shoeing Apron ----- Econ Line: \$110.25 to Top Line: \$280.00
- Clinch Cutter ----- Econ Line: \$16.10 to Top Line: \$190.00
- Hoof Knife ----- Econ Line: \$31.00 to Top Line: \$125.00
- Shoe Pull Offs ----- Econ Line: \$64.00 to Top Line: \$200.00
- Hoof Nipper ----- Econ Line: \$95.15 to Top Line: \$285.00
- Clincher ----- Econ Line: \$61.25 to Top Line: \$200.00
- Crease Nail Puller ----- Econ Line: \$55.00 to Top Line: \$150.00
- Driving Hammer ----- Econ Line: \$57.00 to Top Line: \$275.00
- Rounding Hammer ----- Econ Line: \$60.57 to Top Line: \$275.00
- Fire Tongs ----- Econ Line: \$28.00 to Top Line: \$185.00
- Hot Shoe Tongs ----- Econ Line: \$57.00 to Top Line: \$100.00
- Rasp Handles (x2) ----- Econ Line: \$3.00 to Top Line: \$45.00
- Regular Rasp ----- Econ Line: \$24.50 to Top Line: \$35.00
- Half Round Rasp ----- \$35.00
- Knife Sharpener ----- Econ Line: \$19.60 to Top Line: \$35.00
- Large Butcher Block Brush ----- \$35.00
- 8" Divider ----- \$15.00
- Ruler ----- \$25.00
- Sand Bar ----- \$2.50
- Safety Glasses ----- \$8.75
- H-13 Tool Steel 8" to make Pritchel ----- \$15.00
- H-13 Tool Steel 10" to make Forepunch ----- \$15.00

### **FOR 8 & 12 WEEK STUDENTS ADD THESE TOOLS:**

- Clipping Hammer ----- Econ Line: \$180.00 to Top Line: \$225.00
- JK Reg Head Fullering Tool ----- \$100.00
- Hoof Gauge ----- Econ Line: \$20.00 to Top Line: \$75.00

Current prices as of January 1, 2023.

**ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

2 week students plan to spend between \$1,200-\$2,400.

8 & 12 week students plan to spend between \$1,500-\$3,000.

Visit our website for all brands available. <http://www.purcellfarriersupply.com>

STUDENT MAY BRING THEIR OWN TOOLS IF THEY HAVE THEM AVAILABLE, OR THEY CAN PURCHASE WITH US AT A 10% DISCOUNT. WE GIVE ALL OF OUR STUDENTS A 10% DISCOUNT FOR LIFE.

# **POLICIES**

## **CONTINUATION OF COURSES**

**All Horseshoeing Courses and Programs:** Should a student choose to enroll in a longer horseshoeing course or program, he will be automatically credited for time and tuition already spent. **All Courses:** If for any reason whatsoever, the student wishes to continue his or her education in the same field at the end of his or her course, the student is entitled to stay and continue at the weekly rate set out in the student application. Enrollment will only be extended upon the written request of the student. Please take the time to be sure that you are enrolling in the length of course that best suits your needs. If you are unsure of your level of commitment to shoeing horses, then please enroll in the two week or eight week course. If you really like shoeing horses and want to upgrade your length of enrollment then you may upgrade to the next higher-level course at no penalty whatsoever. In other words, if you would like to upgrade you would pay the difference between the normal tuition charges for the course you are in and the course you are upgrading to.

Any student in good standing at the Oklahoma Horseshoeing School may upgrade the length of his or her enrollment at any time. No student may downgrade the length of the course for which he or she is enrolled once you have started class.

Any student being sponsored to enroll in school by an agency should choose the longest course that he/she might like to attend school. The reason for this is that some agencies will not allow you to either upgrade or downgrade your length of enrollment. So, please make sure when you are deciding that you decide on the course that will best suit your needs.

VA Students can upgrade and downgrade according to VA policies.

## **ADMISSION REQUIREMENTS**

You must be physically fit and have a genuine desire to learn the trade. You must be between 15 and 65 years of age. High school students may attend the Oklahoma Horseshoeing School during high school breaks and summers only, unless they have a letter of approval from their principal. This school is authorized under Federal Law to enroll non-immigrant alien students. VA Students must provide all prior credit for your file. BUT, no credit will be allowed for any previous training or education.

## **READMISSION POLICY FOR VA BENEFICIARIES**

Any student attending class on VA benefits can interrupt or suspend training due to military service obligations. Student will be readmitted at our first available start date that the student is available for.

## **GRADING POLICY**

Here at OHS we use a percentage grading system. Students are graded on their practical skills, on written exams and a completion grade for homework. One grade is given daily for homework and one grade is given daily for participation and work performed in the barn. At the end of each week, these grades are averaged together. An overall grade of 80 percent or higher must be achieved to receive a Certificate. Each student will progress at a different level. The Oklahoma Horseshoeing School asks only that students put forth their best efforts to reach their potential. A weekly class and barn average will be available to the student upon request each Tuesday. If a student has a below 80 average for any two weeks in a row, they will be called in to sign an advisory form and discuss options to make them successful. At this time the student will begin a probationary period in which they have two weeks to bring their grade to an 80 or above. Students with four weeks being below the required average are subject to dismissal. Any examination or assignment that does not receive a passing grade will be redone. Academic examinations may be taken either written or orally, at the student's option. A final written test and shoeing test will be given on the final week of your course. You must pass these exams to complete your course. Exams can be re-taken if not passed on first attempt. (Any and all work missed MUST be completed.)

Please note: Our standards are very high. Remember that when a customer pays you for a job he has every right to expect excellent work. We are happy to take as much time as necessary to help you meet these high standards.

These are some of the items your instructors will grading you on in your barn time.

#### **FORGING:**

Shoe level

Nail placement

Nail fit

Heel checks

Understanding the function of the shoe

#### **SHOEING:**

Proper trimming

Shoe fit

Nail placement

Clinches

Finish

**Student must be present at graduation to receive their certificate.**

#### **MANNER OF PAYMENT**

Visa, MasterCard, American Express, Discover Card are accepted, as well as, cash, cashier's check or money order. The School cannot accept personal checks, please do not ask us to do so.

**Refund Policy:**

1) Termination date for refund computation purposes shall be the last date of classroom attendance by the student. The school requires notice of cancellation or withdrawal to be given to the school in writing. A penalty will be charged for failure to notify school in writing, this penalty will not exceed \$ 25.00.

2) Any applicant rejected by the school (not accepted for enrollment) or whose class is discontinued shall be refunded all tuition and enrollment fee paid.

3) Any two-week student requesting termination of enrollment within the first 1/4 of the course (before 5pm on Wednesday of their first week) shall be refunded all monies paid minus the (\$150.00 enrollment fee plus 1/4 the total tuition paid). Any two-week student requesting termination of his/her studies after the initial 1/4 of the course but within the first 1/2 of the course (before 3pm on Saturday of their first week) shall be refunded all monies paid minus the (\$150.00 tuition enrollment fee plus 1/2 the total tuition paid). Any two-week student requesting termination of enrollment after having attended more than 1/2 of the course shall not be entitled to any refund. This does not apply to any student using Veteran's Educational Benefits.

4) Any student of a course longer than two weeks who requests termination of enrollment shall be refunded as follows: Any student requesting termination of enrollment within the first week of study shall be refunded all monies paid minus 10% of the contract price of the course plus the \$150.00 enrollment fee (not to exceed \$350.00). Any student requesting termination of enrollment after the first week but within the first 25% of the course shall be refunded all monies paid minus 25% of the cost of the course plus the \$150.00 enrollment fee. (This does not apply to any student using Veteran's Education Benefits)

Any student requesting termination of enrollment after the first 25% of the course but within the first 50% of the course shall be refunded all monies paid minus 50% of the cost of the course plus the \$150.00 enrollment fee.

Any student requesting termination of enrollment after more than the first 50% of the course shall not be entitled to any refund.

(This does not apply to any student using Veteran's Education Benefits)

5) Any student using Veteran's Educational Benefits whose enrollment is terminated for any reason shall be refunded on a pro rata basis. The school shall retain the approximate pro rata amount of tuition and fees respective to the time the student participated in training, as measured from the first day of training to the last day of class attended.

6) In the case of prolonged illness or accident, death in the immediate family or other circumstances which make it impractical for the student to complete the program, the school shall make a settlement which is fair and reasonable to both parties.

7) Any refund due the applicant (including after dismissal) shall be made within 30 days of cancellation, termination or dismissal.

8) Books and tools received by the student are non-refundable.

9) Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods and services obtained pursuant or with the proceeds hereof. Recovery shall not exceed the amounts paid by the debtor.

**RELEASE**

We consider our method of instruction to be the safest found anywhere. However, due to the problems of liability insurance in running a school of this nature, a release will be required from every student before he is permitted to attend class. No one under 18 years of age will be admitted to class without a release signed by his or her parent or guardian.

**ATTENDANCE AND MAKE-UP HOURS POLICY**

Attendance is essential to benefit from instruction. A student may be absent for no more than 10% of scheduled training up to and including the day of the absence.

**Attendance Checks**

Attendance checks are conducted throughout each class day. (e.g., start of class, after lunch, and end of class.)

**Tardiness**

A student is considered tardy if they arrive 5 minutes late for class (in the morning, after lunch, or returning from breaks.) Every three times a student is tardy will be treated as a one day absence.



## **Excused Absences**

Absences for the reasons described below will be excused if prior notice and/or proper documentation is provided. Absences cannot be excused without documentation. Excused absences will not be counted as an attendance violation. Extended or frequent excused absences may require a Leave of Absence (LOA). See the LOA policy on page (17) for more details.

- Illness- (a doctor's note or proof of hospital stay is required.)
- Bereavement-(documentation of death/funeral is required.)
- Jury Duty-(verification of Jury Duty attendance is required.)
- Military Duty-(copy of military orders or other military duty documentation is required)
- Veterans Administration Appointment-Mandatory (documentation of the VA appointment is required.)

## **Excessive Absences**

A student who has been absent for 5% of the scheduled training will be required to sign an attendance policy acknowledgement upon their return to class. The student will be provided a copy of the acknowledgement.

A student absent for more than 10% of scheduled training up to and including the day of the absence will be withdrawn from the program, effective the end of their last day of attendance.

Example 1: A student is absent without prior notice and/or proper documentation on Friday of their first week of class. This absence is not excused because prior notice and/or proper documentation was not provided. The student missed one (1) out of five (5) days of training up to and including the day of the absence; 20% of scheduled training. This student will be withdrawn from training.

Example 2: A student is absent without prior notice and/or proper documentation on Friday of their second week of class. This absence is not excused because prior notice and/or proper documentation was not provided. The student missed one(1) out of ten (10) days of training up to and including the day of the absence; 10% of scheduled training. This student will be required to sign an attendance policy acknowledgement upon their return to class and will be provided a copy of the acknowledgement.

Example 3: A student is absent with prior notice and proper documentation for a day of National Guard Duty. This absence is excused.

Example 4: A student is absent with prior notice and proper documentation for a military deployment. This absence is excused, but because of the extended nature, the student will be granted a leave of absence.

## **Make-Up Work**

Make-up work is required for all missed class time. All failed course components must be retaken. Make-up work and retakes should be scheduled in advance and are to be completed during normal class hours or on Saturdays with an appointment. Make-up and retakes must be completed within two weeks. Retakes must be completed prior to moving on to the next unit. Unscheduled work, work not documented with a signed and dated *Make-up/Retake form*, or work that does not cover the missed or failed training will not be counted toward completion of that training goal.

## **Re-Admission**

If a student is withdrawn from the program for absences or failed course work, they will NOT be allowed to re-enter.

## **Leave of Absence(LOA) Policy**

Students must fill out a Leave of Absence(LOA) request form and turn it into the office. The request must be submitted in advance, unless unforeseen circumstances prevent the student from doing so. There must be a reasonable expectation that the student will return from the LOA in order for the request to be approved.

A student no longer attending classes and not approved for a leave of absence will be considered withdrawn as of the last date the student attended classes.

A student failing to return from an approved LOA is considered to have withdrawn on the day that the student began the approved LOA.

## **CONDUCT POLICY**

Students are expected to conduct themselves in a professional manner at all times. Any excessive abuse of Oklahoma Horseshoeing School rules, including insubordination, use of alcohol or drugs, or serious misconduct, will be cause for termination of enrollment. **THERE WILL BE NO RE-ENTRY TO THE PROGRAM IF YOU ARE DISMISSED FOR MIS-CONDUCT AND THERE WILL BE NO REFUND OF MONIES PAID.** VA students dismissed for breaking the conduct policy will be refunded according to OHS Refund Policy (see page 14).

Please see the next page(18) for a list of Policies and Rules that each student is required to read, sign and date the day they check in.

# Policies and Rules for Oklahoma Horseshoeing School

1. No drugs or alcohol **in dorms, around dorms, or on any property belonging to OHS**. Any infraction of this rule will be grounds for immediate dismissal.
2. No males or females **in, at or around** the opposite sex dorm at any time and no unauthorized persons at any time.
3. OHS only allows 10% absence from class. 3 tardies count as one absence. All work must be made up by student on his own time. A student absent for more than 10% of scheduled training up to and including the day of the absence will be withdrawn from the program, effective the end of their last day of attendance. Sign-outs are on EMERGENCY basis only. School is Monday-Saturday. All emergency sign-out must be approved by instructor and checked out by the office. **NO EXCEPTIONS! See attendance examples on page 15. This Policy will be strictly enforced.**
4. Dorms will be kept clean at all times, everyday, including weekends, outside and around dorms. Dorm inspection will be done daily, **3 dorm disciplinary write-ups will result in student being evicted from dorms. The student will then need to provide his/her own lodging.**
5. **Rooms are assigned and changes may not be made without authorization from the office. If you are found to not be in your assigned room, you will receive a disciplinary write-up. Do not move to any room you have not been assigned.**
6. Respect other students and their property at all times. Stealing of any kind is grounds for immediate dismissal.
7. Locking students out of the dorms will NOT BE TOLERATED and will result in immediate eviction from the dorms.
8. **Speed limit on school and dorm grounds is 15mph.** Please obey at all times. Students shall not park in certain posted areas at any time.
9. Students are **NOT** allowed to have pets on any OHS property.
10. Weapons of any kind are **NOT** allowed. Period. Threatening with or use of a weapon against anyone while on any OHS property is grounds for dismissal and possible ground for legal actions.
11. **NO** hitting or abusing of horses on OHS property. This will be grounds for immediate dismissal from school with no tuition refund. This does not apply to any student using Veteran's Education Benefits.
12. Safety glasses **MUST** be worn at all times in the shoeing barn and shop.
13. Cell phones are **NOT** allowed in the classrooms or the barns.
14. You **MUST** attend class every morning or you **WILL NOT** be assigned a horse for that day.
15. Students **MUST** stay until the end of class on their last day to receive their certificate or diploma. Students who do not attend the last day of class will be given a final grade of INCOMPLETE.

I, \_\_\_\_\_, have read and understand the above policies and rules and agree to abide by all.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
OHS Personnel Signature

\_\_\_\_\_  
Date

**GRIEVANCE POLICY:** All complaints should be brought to the attention of the Director. Complaints and appeals should be well-documented in writing and submitted to the Director prior to appealing to any off-campus authority. Should OHS not be able to resolve a student complaint, the student has the right to contact agencies and authorities outside the school. Complaints can be filed with the following agencies:

**LICENSED BY:** Oklahoma Board of Private Vocational Schools  
3700 N Classen Blvd #250  
Oklahoma City, OK 73118  
(405) 528-3370

**Approved by Oklahoma Department of Veterans Affairs State Approving Agency**

## **FACILITIES**

We encourage you and your family to visit the campus. Oklahoma Horseshoeing School is 30 miles south of Oklahoma City on Interstate 35. This location is 12 miles south of Norman, Oklahoma and 4 miles north of Purcell, Oklahoma. From Interstate 35, take Exit 98 (Johnson Road) then go exactly one mile north on the east side of Interstate 35.

The campus includes a clinic, classroom, modern shop with large indoor shoeing area, large round pens and stalls. The shop is equipped with 14 forges and 40 anvils and is open all evening and weekends so that you may practice your forge work. In the barn you will find, several NC Whisper Baby Forges ,an NC Whisper Deluxe, A Forgemaster Farrier Forge, 81lb. MFC Anvils and Anvil stands, and NC Big Face 70lb. Anvils. We upgrade our equipment regularly to make sure our students have the best equipment to work with.

Separate Men's and Women's dormitories, located on campus, are provided free of charge to students. Our housing and meal cost are covered by our services in the barn. The dormitories include kitchen facilities for cooking dinner and weekend meals. While living in the dormitory, students are expected to conduct themselves in a manner such that their neighbors welcome their presence. While living in the dormitories, students are expected to participate in the cleanup daily. We give unscheduled tours, so keeping the dorms clean is very important. Students are required to bring their own sheets, blankets, pillow, towels, wash clothes, kitchenware and personal effects. Men's and Women's dormitories are completely separate facilities on widely separated areas of Oklahoma Horseshoeing School campus. Under no conditions whatsoever are men allowed in women's dormitories nor women allowed in men's dormitories. Also, NO ONE other than students are allowed in dorms. Violators of these policies are subject to dismissal.

At times, families join students for a visit. There are several motels, restaurants and a campground within driving distance of the campus. They are priced within the inexpensive to moderate range.

## **Graduation and Certificate**

A certificate will be awarded to all students who have successfully completed the course in which he or she is enrolled. Graduation is the Saturday of the last week of your enrolled course.

## **JOB COUNSELING**

Students who attend the Oklahoma Horseshoeing School usually plan to go into business for themselves after graduation. The horseshoeing courses teach you how to start and run your own business in such a manner that it is almost like following a cookbook.

Horse facilities worldwide, ranches, farms, veterinary clinics, riding stables and individual horse owners contact the Oklahoma Horseshoeing School looking for qualified professionals. As inquiries come in, we recommend our graduates for these jobs.

## **HOW WE TEACH**

Our goal is to equip you with the skills you need in the ever-expanding equine industry. We put forth a lot of effort and hard work, and we expect our students to do the same. With a low ratio of students per instructor, we are absolutely focused on the quality of the work which you turn out on every job. Come prepared to work.

Graduates of the Oklahoma Horseshoeing School have ranged from 15 to 65 years of age, from doctors and nuclear physicists to people with no formal education at all. Instructors are extremely supportive when considering the special needs of the students. We provide a manual covering lecture material and all material is repeated twice. Cassette recorders are welcome. Interpreters may accompany students who are hearing impaired or do not speak English. Instructors are experienced in organizing classroom material so that it is meaningful to people with dyslexia and to people who cannot read or write. Exams may be taken orally and individually.

## **TO INTERNATIONAL STUDENTS**

Please include your date of birth, country of birth and country of citizenship on the bottom of your application. The school is authorized under Federal law to enroll nonimmigrant alien students.

## **OWNER AND FACULTY**

The owner/CEO of the Oklahoma Horseshoeing School is Dr. Jack Roth. Dr. Roth founded the Oklahoma Horseshoeing School. Jack has been a professional horseman since 1961, a professional farrier since 1964, a Doctor of Veterinary Medicine since 1977, and a licensed pari-mutual trainer since 1984. As a Certified Master Farrier, he has the distinction of being known as the Army's last blacksmith. Dr. Roth has been attending farrier to such horses as Leo P-1335, Jet Deck and Sugar Bars. Great emphasis has been placed on correction of lameness in both his horseshoeing and veterinary careers.

We have both AFA Certified Farriers and BWFA Certified Journeyman II Farriers as instructors.

**Jack Roth DVM – Owner**  
**Nature Milligan – President, Director and AAO**  
**Jesse Darrow CJF – Head Instructor**  
**Natalie Darrow CF – Enrollment Secretary and Asst. Instructor**  
**Matt Milligan – Barn Director and Asst. Instructor**  
**Bryan Clemmer – Asst. Instructor**





*Oklahoma Horseshoeing School does recognize the Family Educational and Privacy Act (FERPA) and will abide by the laws protecting the students who attend our school.*

**HOW TO APPLY TO SCHOOL.** Select the course you wish to attend. Select the Monday you wish to start school. Fill out the Application/Contract. Return one copy to the Oklahoma Horseshoeing School, Inc. with the required enrollment fee. We will notify you within one week of receipt of your application as to your class date.

**APPLICATION/CONTRACT OKLAHOMA HORSESHOEING SCHOOL, INC.**

26446 Horseshoe Circle, Purcell, OK 73080 (405)288-6085, (800)538-1383, Fax (405)288-1004

Check box(es). I desire to enroll in the following course(s):

☐ **Basic Horseshoeing Course- 2 Weeks** (108 hours) **Tuition \$2200.00**

Choice of class dates: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Enclosed is my \$150.00 enrollment fee.

I will pay the balance of my tuition of \$2200.00 on the day I check in.

I will have completed other appropriate financial Arrangements of \_\_\_\_\_

☐ **Professional Horseshoeing Course- 8 Weeks** (432 hours) **Tuition \$7800.00**

Choice of class dates: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Enclosed is my \$150.00 enrollment fee.

I will pay the balance of my tuition of \$7800.00 on the day I check in.

I will have completed other appropriate financial Arrangements of \_\_\_\_\_

☐ **Advanced Horseshoeing and Blacksmithing Course- 12 Weeks** (648 hours) **Tuition \$7500.00**

Choice of class dates: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Enclosed is my \$150.00 enrollment fee.

I will pay the balance of my tuition of \$7500.00 on the day I check in.

I will have completed other appropriate financial Arrangements of \_\_\_\_\_

☐ **Continuing Education for OHS Grads- 1 Week Blocks** (54 hours/week) **Tuition \$700/week**

I graduated from the \_\_\_\_\_ Course on (date)\_\_\_\_\_.

I wish to continue my education in this same field for \_\_\_\_\_ weeks.

Choice of class dates: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Enclosed is my \$50.00 enrollment fee.

I will pay the balance of my tuition of \$700.00 for the first week and tuition of \$700.00 per week for the following weeks on the day I check in.

I will have completed other appropriate financial Arrangements of \_\_\_\_\_

**ATTENTION - VERY IMPORTANT INFORMATION ON THE REVERSE SIDE OF THIS CONTRACT - PLEASE READ NOW.**

I have read and understand this agreement and the policies contained therein apply. I have received a copy of this application.

Student: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

DOB: \_\_\_\_\_ Sex: M F Height \_\_\_\_\_ Weight: \_\_\_\_\_ Emergency Contact: (\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ ☐ Want Room ☐ No Room

Disability? (explain): \_\_\_\_\_

Previous experience: \_\_\_\_\_

**International Students:**

Date of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Note: If student is a minor, signature of parent/guardian:**

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

**(Not binding until accepted in writing by school below)**

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

**For Credit Card Use**

☐ Visa ☐ Discover ☐ MasterCard

Print Name \_\_\_\_\_

Card Number \_\_\_\_\_

Exp. Date \_\_\_\_/\_\_\_\_ V-Code \_\_\_\_\_

Signature \_\_\_\_\_

## CONDITIONS ON THE REVERSE SIDE ARE PART OF THIS AGREEMENT

### Enrollment Fee:

- 1) Three-day Cancellation: All tuition monies paid by an applicant will be refunded if requested within three days after signing an enrollment agreement and making an initial payment, but not attending a day of class. The \$150.00 enrollment fee is non-refundable.
- 2) Any student requesting cancellation after three days of signing an enrollment agreement and not attending a day of class will be refunded any tuition paid minus 5% of the contract price of the course plus the \$150 dollar non-refundable enrollment fee. (This does not apply to students using VA Benefits.)

**Continuation of All Courses:** It is understood that should I choose to enroll in a longer horseshoeing program, I will be automatically credited for the time and tuition already spent. Please take the time to be sure that you are enrolling in the length of courses that best suits your needs. If you are unsure of your level of commitment to shoeing horses, then please enroll in the two week or eight week course. Student will **NOT** be allowed to change from any longer to shorter course in which she/he may be enrolled. Student has a right to drop any course in which she/he may be enrolled at any time. If, for any reason whatsoever, the student wishes to attend class in the same field at the end of his/her course; he/she is entitled to stay at the school at the rate of \$700.00 per week.

**Acknowledgement of Inherent Dangers:** I understand and acknowledge that horseshoeing, horse training and equine dental are dangerous. I understand that if I am involved in documented horseplay (fooling around) with fellow student (s), a visitor (s), animals, or staff, or if I contribute to an accident or injury by using any drugs or alcohol or violating any student conduct policies that I fully assume all responsibility for any accident or injury which I may suffer during the period of enrollment. And, if I have contributed in any way to my own accident or injury, then I further release and discharge the school, its owner and operators, horse owners, and owners of land upon which any classes or training is taking place, in all manners from suits, actions and causes of action under the terms as herein above set forth. I understand that this application is personal to me and that if I desire to assign same, I must get the written consent of the school.

### Cause for dismissal:

- Lack of satisfactory progress
- Breach of attendance or conduct policy
- The Student chooses to withdraw

### Refund Policy:

- 1) Termination date for refund computation purposes shall be the last date of classroom attendance by the student. The school requires notice of cancellation or withdrawal to be given to the school in writing. A penalty will be charged for failure to notify school in writing, this penalty will not exceed \$ 25.00.
- 2) Any applicant rejected by the school (not accepted for enrollment) or whose class is discontinued shall be refunded all tuition and enrollment fee paid.
- 3) Any two-week student requesting termination of enrollment within the first 1/4 of the course (before 5pm on Wednesday of their first week) shall be refunded all monies paid minus the (\$150.00 enrollment fee plus 1/4 the total tuition paid). Any two-week student requesting termination of his/her studies after the initial 1/4 of the course but within the first 1/2 of the course (before 3pm on Saturday of their first week) shall be refunded all monies paid minus the (\$150.00 tuition enrollment fee plus 1/2 the total tuition paid). Any two-week student requesting termination of enrollment after having attended more than 1/2 of the course shall not be entitled to any refund. This does not apply to any student using Veteran's Educational Benefits.
- 4) Any student of a course longer than two weeks who requests termination of enrollment shall be refunded as follows: Any student requesting termination of enrollment within the first week of study shall be refunded all monies paid minus 10% of the contract price of the course plus the \$150.00 enrollment fee (not to exceed \$350.00). Any student requesting termination of enrollment after the first week but within the first 25% of the course shall be refunded all monies paid minus 25% of the cost of the course plus the \$150.00 enrollment fee. This does not apply to any student using Veteran's Educational Benefits.  
Any student requesting termination of enrollment after the first 25% of the course but within the first 50% of the course shall be refunded all monies paid minus 50% of the cost of the course plus the \$150.00 enrollment fee.  
Any student requesting termination of enrollment after more than the first 50% of the course shall not be entitled to any refund. This does not apply to any student using Veteran's Educational Benefits.
- 5) Any student using Veteran's Educational Benefits whose enrollment is terminated for any reason shall be refunded on a pro rata basis. The school shall retain the approximate pro rata amount of tuition and fees respective to the time the student participated in training, as measured from the first day of training to the last day of class attended.
- 6) In the case of prolonged illness or accident, death in the immediate family or other circumstances which make it impractical for the student to complete the program, the school shall make a settlement which is fair and reasonable to both parties.
- 7) Any refund due the applicant (including after dismissal) shall be made within 30 days of cancellation, termination or dismissal.
- 8) Books and tools received by the student are non-refundable.
- 9) Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods and services obtained pursuant or with the proceeds hereof. Recovery shall not exceed the amounts paid by the debtor.

**Student Conduct Policy:** Each student will be required to sign a Student Conduct Policy. These rules will be strictly enforced. Violations of these policies may be grounds for dismissal without a refund of tuition. (Students using VA Benefits are still subject to dismissal for violation of conduct policies but not subject to the refund portion.)

## **FINANCIAL ASSISTANCE**

### **(Tuition Only)**

The Oklahoma Horseshoeing School provides counseling for meeting educational cost. Please feel free to call the school's Financial Assistance Department.

### **Available financial assistance:**

**Oklahoma Horseshoeing School Tuition Assistance Loans** are loans funded by Oklahoma Horseshoeing School for individuals who have an excellent credit rating and a co-borrower (non-spouse family member) who has an excellent credit rating. These loans are applicable only for the Professional or Advanced (8 or 12 week) courses containing horseshoeing.

**WIA (Workforce Investment Act)**- was developed for certain unemployed or underemployed individuals. The WIA office may or may not be associated with your local unemployment office. These WIA funds are administered on a state by state basis. The rules will be different for each state. WIA offices tend to want to send students to school which are on their "Demand Occupation" list. Horseshoeing will probably not be on that list, BUT they WILL fund your education if you are persistent. Remember, those WIA funds are federal funds for YOU, and not for some perceived purpose of your local WIA office. You may have to show that there is a "demand" meaning that there are many horses and not enough Farriers in your area, but if you are persistent they may very well fund your education at Oklahoma Horseshoeing School.

### **Veterans-Benefits**

Notice to Veterans- Any student wishing to attend using VA Benefits may do so. Learn more or apply for benefits at: <https://www.va.gov/education/how-to-apply/>

The Number for the VA Education Hotline is 888-GIBILL-1 (1-888-442-4551).

Our Staff will be happy to help you with any questions. We can set you with a start date as soon as you have an approval letter. This institution will not penalize in any way a VA Beneficiary for delayed payment by the VA.

**Vocational Rehabilitation**- is a program developed for individuals who have injuries, physical handicaps or learning disabilities. To apply, contact your local Vocational Rehabilitation Office.

**Bureau of Indian Affairs**- The BIA is a program for Native Americans. However, each tribe has different levels of funding and each tribe has different policies. If they have money for education you can get it, but you may have to be persistent and work hard to extract the funding from the main tribal office. For more information contact your tribe.

**Local Bank**- Your local bank might be your best bet if none of the previous situations apply to you. Your local bank knows you best and you have been doing business there for a long time. They may have stricter requirements than other financial institutions, but they already know you and they can quickly determine if they will lend you the money or not.

**ORO Grant**- The ORO is an employment and training program funded by the National Farmworker Jobs Program administered by the U.S. Department of Labor. This grant can only be offered to individuals employed in agricultural work. For more information on the qualifications please contact our school.

Scholarships Accepted

**Title IV Funding:** Pell grants and Stafford student loans are ***not*** made available to any students attending horseshoeing school because horseshoeing school courses are not long enough in duration to satisfy Title IV funding requirements.

# Oklahoma Horseshoeing School, Inc.

<b>APPLICATION FOR OKLAHOMA HORSESHOEING SCHOOL TUITION ASSISTANCE LOAN</b>																			
<b>STUDENT INFORMATION</b>																			
Last			First			M	Social Security #			Driver's license #									
Street Address						City			State	Zip	Date of Birth								
Live with Parents	Own	Rent	How Long	Phone#		Work#		Email Address											
Please select one U.S. Citizen _____ Permanent Resident _____			Landlord/Mortgage Holder Name & Phone#				Monthly Mortgage/Rent Amount				Mortgage Balance								
Home Value	Employer Name				Address				City		State	Zip							
Position		How Long	Employer Phone #		Gross Annual Salary		Previous Employer Name				How Long								
Nearest Relative (Not living with you)			Permanent Address		City	State	Zip	Home phone#			Relationship								
Reference Name (Do not use co-borrower)			Permanent Address		City	State	Zip	Home phone#			Relationship								
Reference Name (Do not use co-borrower)			Permanent Address		City	State	Zip	Home phone#			Relationship								
<b>CO-BORROWER INFORMATION</b>																			
Relation to the Borrower			Last Name			First Name			M	Social Security #			Driver's license #						
Street Address						City			State	Zip	Date of Birth								
Live with Parents	Own	Rent	How Long	Phone#		Work#		Email Address											
Please select one U.S. Citizen _____ Permanent Resident _____			Landlord/Mortgage Holder Name & Phone#				Monthly Mortgage/Rent Amount				Mortgage Balance								
Home Value	Employer Name				Address				City		State	Zip							
Position		How Long	Employer Phone #		Gross Annual Salary		Previous Employer Name				How Long								
Nearest Relative (Not living with you)			Permanent Address		City	State	Zip	Home phone#			Relationship								
Reference Name (Do not use Borrower)			Permanent Address		City	State	Zip	Home phone#			Relationship								
<b>All information set forth in this application is declared to be a true representation as to the facts, made for the purposes of obtaining the loan requested. As a condition to obtaining this loan, I/we authorize and consent for the lender to share and release information pertinent to this application or loan. I/we authorize lender to check my credit and employment history and to answer questions about their credit experience with me. I/we understand that lender will retain this application whether or not it is approved.</b>																			
<b>Student's Signature</b>						<b>Date</b>				<b>Co-Borrower's Signature</b>						<b>Date</b>			

## OKLAHOMA HORSESHOEING SCHOOL TUITION ASSISTANCE LOAN

- An OHS Tuition Assistance Loan generally covers ALL of tuition except for the initial enrollment fee.
- The interest rate is 12% annually
- A 9% origination fee is deducted from the loan. The balance of the funds go toward tuition.

<i>Examples</i>	<i>If Tuition is this amount</i>	<i>Loan limit would be this amount</i>	<i>Origination fee would be this amount</i>	<i>Balance of funds toward tuition would be the amount</i>
	\$ 5,300.00	\$ 5,936.00	\$ 618.00	\$ 5,150.00
	\$ 7,500.00	\$ 8,400.00	\$ 675.00	\$ 7,350.00

- Payments are \$ 200.00 per month
- Payments begin the 1<sup>st</sup> day of the month, after class start date
- Interest does not start until the first payment is due
- There is no interest if you pay the loan in full before your first payment is due
- There is no penalty for prepayment
- There is a \$25 late fee on ALL accounts for payments received after the 15<sup>th</sup> of each month.

### TO APPLY PLEASE RETURN ALL THE FOLLOWING:

- The Oklahoma Horseshoeing School contract with the deposit for the course
- COMPLETED loan application. You must include a non-spouse family member as a co-borrower

### THE NEXT STEPS ARE:

- Credit application is processed.
- Upon approval of credit, a promissory note will be sent to the applicant and co-borrower.
- Completed promissory note is returned to Oklahoma Horseshoeing School with a copy of a current valid state ID and Social Security card for both Borrower and Co-Borrower.
- Your application for school is processed.



# Oklahoma Horseshoeing School, Inc.

## APPLICATION FOR OKLAHOMA HORSESHOEING SCHOOL TUITION ASSISTANCE LOAN

### STUDENT INFORMATION

Last		First		M	Social Security #		Driver's license#	
Street Address				City		State	Zip	Date of Birth
Live with Parents	Own	Rent	How Long	Phone#	Work#	Email Address		
Please select one U.S. Citizen _____ Permanent Resident _____		Landlord/Mortgage Holder Name & Phone#			Monthly Mortgage/Rent Amount		Mortgage Balance	
Home Value	Employer Name			Address		City	State	Zip
Position	How Long	Employer Phone #	Gross Annual Salary	Previous Employer Name			How Long	
Nearest Relative (Not living with you)		Permanent Address		City	State	Zip	Home phone#	Relationship
Reference Name (Do not use co-borrower)		Permanent Address		City	State	Zip	Home phone#	Relationship
Reference Name (Do not use co-borrower)		Permanent Address		City	State	Zip	Home phone#	Relationship

### CO-BORROWER INFORMATION

Relation to the Borrower		Last Name		First Name	M	Social Security #		Driver's license#	
Street Address				City		State	Zip	Date of Birth	
Live with Parents	Own	Rent	How Long	Phone#	Work#	Email Address			
Please select one U.S. Citizen _____ Permanent Resident _____		Landlord/Mortgage Holder Name & Phone#			Monthly Mortgage/Rent Amount		Mortgage Balance		
Home Value	Employer Name			Address		City	State	Zip	
Position	How Long	Employer Phone #	Gross Annual Salary	Previous Employer Name			How Long		
Nearest Relative (Not living with you)		Permanent Address		City	State	Zip	Home phone#	Relationship	
Reference Name (Do not use Borrower)		Permanent Address		City	State	Zip	Home phone#	Relationship	

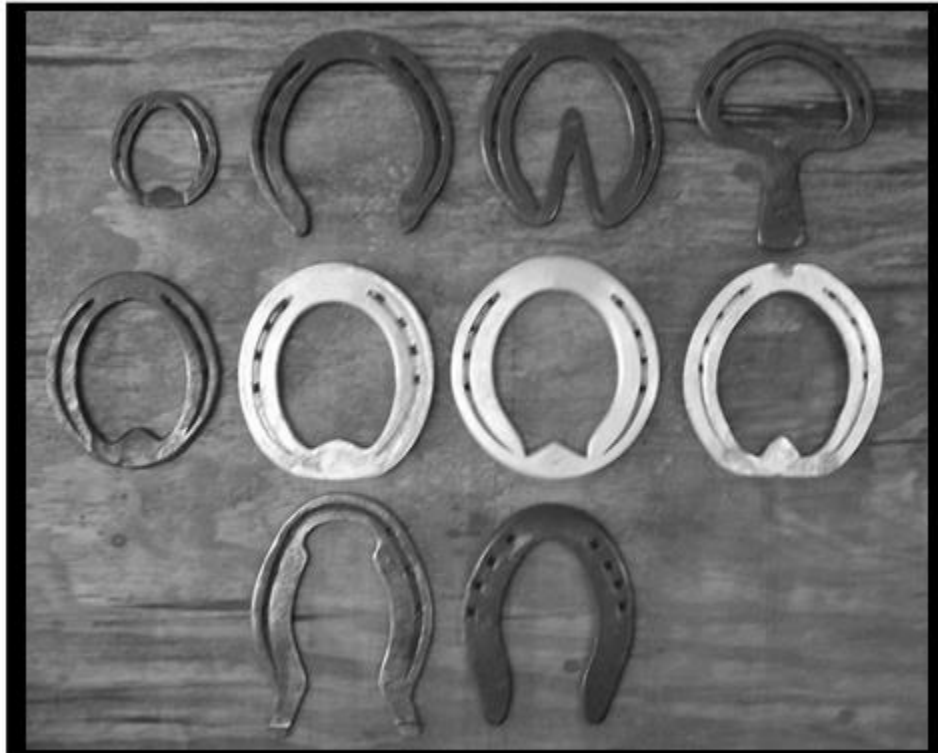
**All information set forth in this application is declared to be a true representation as to the facts, made for the purposes of obtaining the loan requested. As a condition to obtaining this loan, I/we authorize and consent for the lender to share and release information pertinent to this application or loan. I/we authorize lender to check my credit and employment history and to answer questions about their credit experience with me. I/we understand that lender will retain this application whether or not it is approved.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Borrower's Signature

\_\_\_\_\_  
Date



*All corrective shoes are handmade by students  
At the Oklahoma Horseshoeing School*

OKLAHOMA HORSESHOEING SCHOOL, INC  
26446 Horseshoe Circle  
Purcell, Oklahoma 73080  
405-288-6085  
800-538-1383  
405-288-1004 Fax  
[www.horseshoes.net](http://www.horseshoes.net)