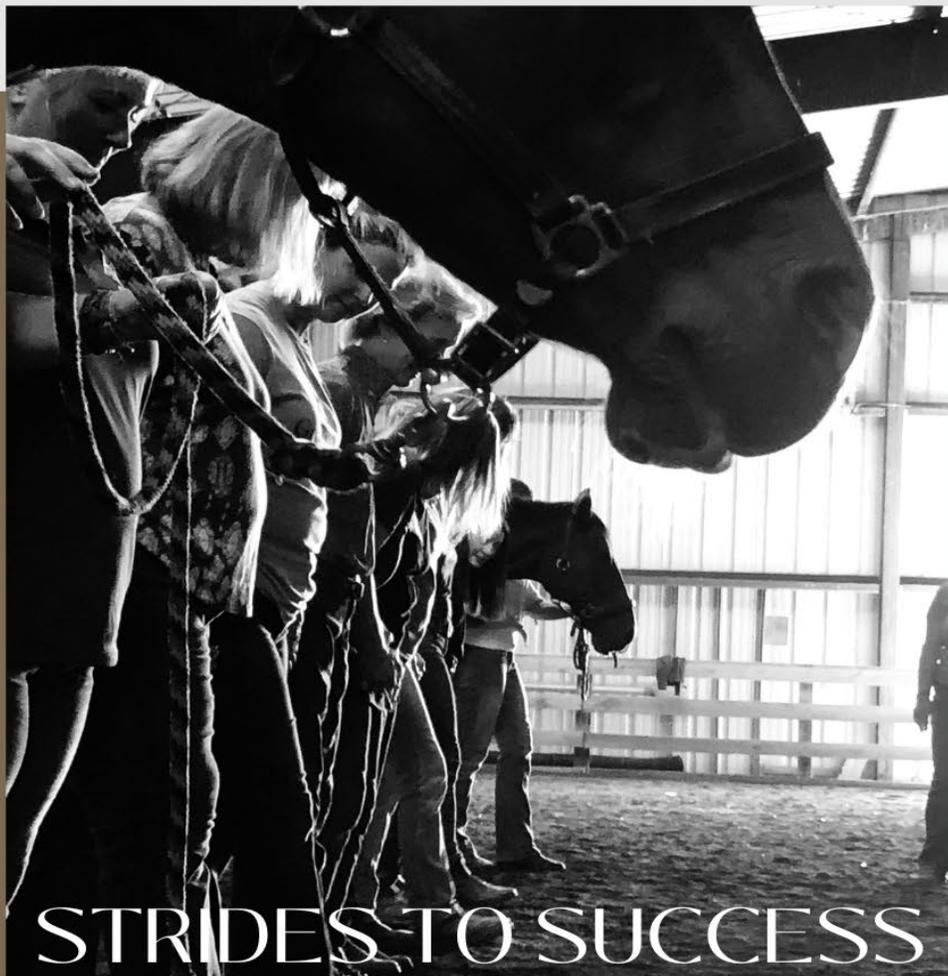




Horse Work Education
COURSE BULLETIN
2026

V.1(26)



STRIDES TO SUCCESS
1350 TERRY DR.
PLAINFIELD, IN 46168

www.stridestosuccess.org

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SECTION 1 INSTITUTIONAL INFORMATION & MISSION

HorseWork Education

A Division of Strides to Success, Inc.

Mailing Address:

1350 Terry Drive
Plainfield, Indiana 46168

Office: 317-838-7002

Email: info@stridestosuccess.org

Website: www.stridestosuccess.org / www.horsework.education

HorseWork Education operates as a professional training and continuing education division of **Strides to Success, Inc.**, a nonprofit organization founded in 2004.

About HorseWork Education

HorseWork Education is the professional development arm of Strides To Success. It provides professional training in equine-assisted services (EAS) with a focus on equine-assisted learning (EAL) facilitation. Programs are designed with working professionals in mind who want to add equine interaction to their existing practice or those want a career change. Our training programs are open to anyone who wants to support others through equine interaction. No prior horse experience required; however, consistent weekly access to horses is necessary. for professionals working in mental health, education, coaching, recreation therapy, leadership development, and related human-service fields who seek

HorseWork Education offers structured, competency-based training grounded in best practices, ethics, and equine welfare. Programs include full mentor based professional training as well as shorter professional development courses delivered through in-person intensives, remote mentorship, and online learning platforms. Select programs are eligible for VA education benefits pending approval.

Who is HorseWork?

LEAD FACULTY & INSTRUCTIONAL TEAM

HorseWork Education is led by experienced faculty with extensive backgrounds in equine-assisted services, experiential learning, and professional training. In addition to Lead Faculty Debbie Anderson and Blair McKissock, instructional support is provided by Megan Hofeldt and other qualified professionals as needed.

Blair McKissock, PhD, CTRS, CTRI/ES/EAL-Master

Lead Faculty

Dr. Blair McKissock is Co-Founder of HorseWork Education and serves as Director of Education and Research at Strides to Success and is a Clinical Associate Professor of Health and Wellness Design at Indiana University. She holds a PhD and is a Certified Therapeutic Recreation Specialist (CTRS). She is credentialed through PATH Intl. as a Certified Therapeutic Riding Instructor (CTRI), Equine Specialist (ES), and Equine-Assisted Learning Master (EAL-Master). She also holds certification through the Equine Polyvagal Equine Institute for Equine assisted Services for First Responders and is a Certified Equine Specialist in the Masterson Method.

Dr. McKissock's work focuses on professional development, competency-based training, program evaluation, and the integration of equine-assisted services within healthcare, education, and organizational settings. She contributes to industry standards development and supports facilitators in ethical, sustainable practice.

Contact: blair@stridestosuccess.org

Debbie Anderson, CTRI/ES/EAL-Master, CBEIP-ED

Lead Faculty

Debbie Anderson is the Founder and Executive Director of Strides to Success and Co-Founder of HorseWork Education. She is credentialed as a PATH Intl. Certified Therapeutic Riding Instructor (CTRI), Equine Specialist (ES), and Equine-Assisted Learning Master (EAL-Master), and holds the Certified Business & Equine Interaction Professional – Education (CBEIP-ED) designation.

Debbie has decades of experience developing equine-assisted programs, training facilitators, and advancing professional standards within the industry. She has played a central role in national efforts to define competencies and establish credentialing standards for equine-assisted learning professionals.

Contact: debbie@stridestosuccess.org

Megan Hofeldt, PATH Intl. EAL Credentialed Facilitator

Faculty

Megan Hofeldt is a HorseWork graduate and credentialed Equine-Assisted Learning Facilitator through PATH Intl. She is the owner of Wild Dreams Ranch and works directly with individuals and groups through equine-assisted learning programs.

Megan supports curriculum delivery, student mentoring, and program development within HorseWork Education.

Contact: megan@stridestosuccess.org

Internationals Affiliate Programs

HorseWork has alumni all over the globe. If you are looking for hands on support and travel to the US is not feasible, please check our list of instructors on our web page to see if there is a qualified HorseWork Facilitator near you. Don't see one near you? See how you can become an International HorseWork affiliate through remote mentoring or have HorseWork come to you offering "at your site" hands on training.

Relationship to Strides to Success

HorseWork Education is a division of Strides to Success, a nonprofit organization governed by a Board of Directors. It was founded in 2004 as a center dedicated to helping individuals develop essential life skills and recover from trauma through experiential and equine-assisted services. The organization has served as a national and international leader in program development, research, and professional training within the equine-assisted services industry. Strides to Success has been a premier accredited center for 22 years by Professional Association of Therapeutic Horsemanship. It was the first center in the country to be accredited by PATH Intl. for mental health work. Administrative oversight of HorseWork Education is provided by the Executive Director and Lead Faculty. 

Strides to Success has three branches of activity. One branch is for direct service, one for the development of professional development resources and the other is research and advocacy. HorseWork Education represents the professional development branch of Strides. It was established to formalize professional training pathways developed through Strides to Success and to expand access to evidence-informed facilitation education. All HorseWork programs are informed by the operational, ethical, and safety standards established through Strides to Success' long-standing work in the field.

Mission

The mission of HorseWork Education, a division of Strides to Success, is to raise the standard of professionalism in equine-assisted learning by preparing competent, ethical, and reflective facilitators through accessible, hands-on, and academically rigorous training. Rooted in integrity and the welfare of both horses and humans, we develop professionals with the courage to lead, the heart to serve, and the wisdom to teach.

HorseWork Education is committed to:

- Competency-based and experiential learning
 - Evidence-based and academically rigorous practice
 - Ethical facilitation within scope of practice
 - The welfare of both human and equine partners
 - Accessibility and inclusive learning environments
 - Lifelong professional growth and development
-

Educational Philosophy

HorseWork Education believes effective facilitation is developed through practice, reflection, mentorship, and accountability, not solely through coursework or observation.

Our training model emphasizes:

- Learning through direct experience
- Skill development through supervised practice
- Reflection as a core component of professional growth
- Progressive competency assessment rather than time-based advancement

Programs are designed to support learners in developing both human-centered facilitation skills and equine knowledge, preparing graduates to work responsibly across diverse populations and settings.

Non-Discrimination Statement

HorseWork Education and Strides to Success, Inc. do not discriminate on the basis of race, color, national origin, sex, age, religion, disability, veteran status, or any other protected status in admissions, participation, or employment.

Catalog Accuracy & Right to Amend

HorseWork Education reserves the right to update, revise, or amend program offerings, policies, faculty assignments, schedules, and course content as necessary to maintain alignment with industry standards, credentialing requirements, and best practices.

Students will be notified of substantive changes that may affect program completion or credentialing pathways.

Instructional Delivery Methods

HorseWork Education utilizes multiple instructional delivery methods depending on the program:

In-Person Instruction

- Onsite at Strides to Success
- At your site- HorseWork Education faculty can offer in person training programs at your site for an additional fee above the cost of the course. Call to explore collaboration opportunities.

Online Asynchronous

- Offered through an online classroom learning management system
- Includes pre-recorded lectures and instructional materials
- Assigned readings and learning modules
- Written reflections and applied assignments

Asynchronous online learning is used for professional development and continuing education courses and is **not GI Bill-eligible** unless otherwise specified.

Remote Instruction & Mentorship

Certain programs include remote instruction delivered through:

- Live group coaching sessions via video conferencing
- Individual mentoring meetings as needed
- Structured assignments and reflective activities

Remote instruction is designed to support skill development, accountability, and progression toward program competencies.

SECTION 2 HORSEWORK TRAINING PROGRAMS AND COURSES

Programs vary in length, delivery format, enrollment structure, and eligibility for VA education benefits. Only programs explicitly identified as **GI Bill–eligible** are approved for VA education benefits. **Online and asynchronous courses are not GI Bill–eligible** unless otherwise stated.

Professional Training Programs

1. HorseWork / PATH Intl. Dual Credential Equine-Assisted Learning (EAL) Facilitator Training

HorseWork Education offers **two distinct pathways** to complete the EAL Facilitator Training. Both pathways lead to the same professional competencies but differ in delivery format and funding eligibility.

Option A: Online + Onsite Intensive (Non–GI Bill Eligible)

Delivery Format:

- Online, cohort-based instruction
- Required in-person onsite intensive

Enrollment Structure:

- Online cohorts run on a **fixed cohort schedule**, approximately **six (6) months** in duration. No meetings are held during Thanksgiving and the week of Christmas and New Years.
- Cohorts begin:
 - **January – June**
 - **August – January**

Required Onsite Intensive:

- All online cohort participants must complete the required **in-person intensive**, offered **annually in June.** 

This pathway is designed for professionals seeking flexibility through online learning while still meeting in-person competency and evaluation requirements.

Tuition: \$5000 **Does not include fees for submitting final application portfolio to PATH Intl.

Option B: In-Person Fundamentals & Specialty Intensive (GI Bill–Eligible Program)

Delivery Format:

- Training fully in-person over the course of two separate trainings, cohort-based
 - In person training 1: PATH Intl. Fundamentals of EAL training 
 - In person training 2: Personal Growth Specialty training (PATH Intl. Approved)
- Required practicum hours are completed independently at the participant’s own site and are supported through structured mentorship and documentation requirements.

Enrollment Structure:

- Offered **once per year**
- In-person cohort is conducted **annually in July**

Eligibility:

- Available to **qualifying individuals** utilizing GI Bill benefits **ONLY**
- Participants must meet program-specific eligibility and admission requirements

This in-person pathway aligns with VA requirements for clock-hour–based instruction and is the **only EAL training option eligible for GI Bill funding**.

Tuition: \$6000 **Does include lunch and printed materials. Does not include travel or lodging fees for in person training. Does not include fees of \$500 for submitting final application portfolio to PATH Intl.

Program Schedule & Calendar for In Person

HorseWork Education operates on a cohort-based schedule with established annual training months. The annual months that programs are offered do not change. The starting dates may change based on weather conditions. Please see the website for exact dates and notifications on changes.

Option A: The online Equine Assisted Learning cohort is offered twice per year:

- January through June
- August through January
- The required in-person intensive for online participants is held annually in June

Option B: The in-person Equine Assisted Learning Dual Credential training (GI Bill eligible) is offered once per year with part 1 Fundamentals offered in July for 7 consecutive days and part 2 Micro-credentials is offered in September over 3 days.

Specific program dates are published on the HorseWork Education website and provided to participants prior to enrollment.

2. Therapeutic Riding Instructor Training

This online asynchronous training course prepares participants to work within therapeutic riding environments, emphasizing safety, horsemanship, instructional techniques, adaptive strategies, and ethical practice when working with individuals with disabilities. Content covers the required competencies for PATH Intl. CTRI exam. This training does not replace or provide the necessary hands-on experience to become an instructor. Remote mentoring is available.

Enrollment:

- **Ongoing enrollment** for asynchronous online offerings
- In-person offerings scheduled periodically based on demand and availability

This program is **not GI Bill–eligible**

Tuition: \$350

*Discounts available for group enrollments and Universities.

3. Micro-credential Training (PATH Intl. Approved)

Micro-credential training courses are targeted courses that build specialized skills within equine-assisted learning. While approved by PATH Intl. as part of the EAL credential pathway (PD course is included in the dual-credential training) they may also be taken independently for professional development and do not, on their own, confer certification.

HorseWork Education offers the following PATH Intl.–approved micro-credential courses, designed to build advanced facilitation competencies in specific application areas:

- Education Micro-Credential

Focused on working within school and youth-serving environments, this training prepares facilitators to design and deliver equine-assisted learning experiences that support social-emotional learning, behavior, and skill development in educational settings.

- Personal Development Micro-Credential

Centered on individual growth and coaching-based facilitation, this training develops skills for guiding participants through self-awareness, goal setting, emotional regulation, and personal insight through equine interaction.

- Organizations Micro-Credential

Designed for corporate and group facilitation, this training focuses on leadership development, communication, and team building dynamics, using equine-assisted learning experiences.

Enrollment:

- **Ongoing enrollment** for asynchronous online versions
- Completion timelines vary by participant pacing and mentoring requirements

Micro-credential courses are **not GI Bill-eligible** when offered online. 

Tuition: \$500 per course

*Fees for a single course are included in the tuition for the dual credit EAL Facilitator training tuition. Discounts available for existing HorseWork EAL Facilitators, PATH Intl. members, and for group enrollments, Universities.

4. Curriculum-Based Training Programs

- Treasures Curriculum Training

This course prepares facilitators to implement the *Treasures* curriculum within equine-assisted learning contexts, emphasizing curriculum fidelity, facilitation skills, and ethical delivery.

Enrollment:

- **Ongoing enrollment** for asynchronous online offerings
- Periodic in-person training opportunities may be offered

Tuition:

Online: \$250

In Person: \$750

*Discounts available for group enrollments and Universities

- VETS Curriculum Training

The VETS curriculum training is designed for professionals working with veterans, service members, and military-connected populations. Content addresses military culture, trauma-informed facilitation considerations, group dynamics, safety, and pacing.

Enrollment:

- **Ongoing enrollment** for asynchronous online offerings
- In-person training opportunities scheduled periodically

Tuition:

Online: \$250

In Person: \$750

*Discounts available for group enrollments and Universities

- BreathBodyBrain Method™

The BreathBodyBrain method is a self-regulation method that incorporates breathwork training, somatic body movement techniques, and brain-based regulation techniques designed to teach youth and adults how to self-regulate the nervous system. The course also integrates equine interaction for EAL and Horsemanship instructors.

Enrollment:

- **Ongoing enrollment** for asynchronous online offerings
- In-person training opportunities scheduled periodically

Tuition:

Online: \$250

In Person: \$750

*Discounts available for group enrollments and Universities

- Equiyo™-Mounted Yoga Method

Equiyo was one of the first books published on how to integrate your yoga practice with mounted and unmounted work with your horse. Designed to bring the rider more into their body to better connect with their horse's movement under saddle creating better connection, better fluidity and a better relationship.

Enrollment:

- **Ongoing enrollment** for asynchronous online offerings
- In-person training opportunities scheduled periodically

Tuition:

Online: \$450

In Person: \$750 (In person training can be hosted onsite at your barn. Se website for dates)

*Discounts available for group enrollments and Universities

5. Continuing Education & Professional Development Online Courses

HorseWork Education offers a range of continuing education courses, workshops, and intensives intended to support ongoing professional growth. Course cover diagnosis, assessment, considerations and contraindications, adaptive equipment, and teaching strategies. Approved for CE's through PATH Intl.

Disability education courses:

- **People with Cerebral Palsy**
- **People with Autism**
- **People with Down Syndrome**
- **People with Traumatic Brain Injury**
- **Trauma Informed Facilitation**

Enrollment:

- **Ongoing enrollment** for asynchronous and on demand online offerings

Tuition: \$50 per course

*Discounts available for group enrollments and Universities

*Continuing education courses are **not GI Bill-eligible** unless explicitly stated.

Program Availability & Scheduling For Online Programs

Program availability, enrollment dates, delivery formats, and locations are published on the Strides to Success website and provided to participants prior to enrollment. Online asynchronous courses have ongoing enrollments though at times, courses are paused for maintenance. Please check website for the most updated information.

HorseWork Education at Strids to Success reserves the right to adjust schedules and offerings to maintain alignment with credentialing requirements, instructional quality, and best practices.

SECTION 3 ADMISSIONS, ELIGIBILITY & ENROLLMENT REQUIREMENTS

General Admission Requirements

HorseWork Education programs are designed for adult learners seeking professional training in equine-assisted learning, therapeutic riding, and experiential facilitation. Admission is based on readiness for professional-level instruction and alignment with program expectations.

Prior horse experience is not required to begin training. However, access to an equine for homework, and practice is required.

Enrollment Process

Dual-Credit Credential Programs

1. Each prospective student must complete the online application found on the [website](#). They must also schedule a discovery call with HorseWork faculty prior to paying their deposit.
2. After the call, students are able to pay their deposit fee of \$650 through the website.
3. They will be expected to complete a HorseWork policy and financial agreement. They can choose their payment arrangements for the remaining fees on this agreement.
4. Enrollment is completed on a first come basis. Space may be limited.
5. If it is determined that this course is not the best fit for the student, we will help determine the best next step.

Online and Asynchronous Programs

Participants register online through the [website](#) and receive an automated email with course access details. Enrollment is ongoing.

Enrollment Policies

Veterans and GI Bill

GI Bill benefits apply only to the in-person Equine Assisted Learning Facilitator Training. All VA requirements must be met. Participants are not penalized for delayed VA payments.

Transfer Credit and Prior Learning

HorseWork Education does not grant credit for prior learning or experience.

Attendance and Participation

Attendance is required for all in-person and live virtual training sessions. Active participation is expected across all formats. Completion of assignments and required activities is necessary for course or program completion.

Physical Access and Inclusion

HorseWork Education is committed to inclusion and accessibility. Our primary facilities are accessible, and reasonable accommodations will be made whenever possible.

Please note the arena environment is not fully wheelchair accessible. Adaptive equipment and modifications may be required for participation in horse-related activities. We will work collaboratively with participants to support safe and meaningful engagement.

Behavior and Safety Expectations

Participants must follow all safety guidelines and staff instructions and maintain professional conduct. Anyone whose behavior poses a risk to themselves, others, or horses may be removed from the program.



SECTION 4 PRIMARY TRAINING FACILITY

In-person training for HorseWork Education programs are conducted at **Strides to Success, Inc.**, a PATH International Premier Accredited Center.

Primary Training Location:

Strides to Success, Inc.
1350 Terry Drive
Plainfield, Indiana 46168

This facility serves as the primary site for in-person instruction, experiential learning activities, and supervised facilitation practice.

Facility Description

The Strides to Success facility is designed to support equine-assisted learning and professional training while maintaining high standards of safety, accessibility, and animal welfare. Amenities may include:

- Indoor and outdoor equine workspaces are appropriate for ground-based and mounted activities
- Barns and stalls meeting equine care and welfare standards
- Designated learning spaces for instruction, reflection, and group discussion
- Accessible restrooms and common areas
- Areas designated for observation, debriefing, and instructional support

Facilities are maintained in accordance with PATH Intl. standards and best practices for equine-assisted services.

Equine Partners & Welfare

All equine partners participating in HorseWork Education programs are selected and managed in alignment with ethical and welfare-focused standards.

HorseWork Education prioritizes:

- Appropriate horse selection based on temperament and suitability for facilitation
- Ongoing monitoring of horse well-being
- Adequate rest, turnout, and care
- Limiting equine participation based on workload and environmental conditions

The safety and welfare of equine partners are considered essential components of effective facilitation and professional training.

Auxiliary Training Locations

HorseWork Education may utilize auxiliary training locations for select in-person offerings, retreats, or specialty courses. When applicable, location details and facility information will be provided to participants prior to enrollment.

Safety & Risk Management

All in-person programs adhere to established safety protocols, including:

- Participant orientation to facility rules and expectations
- Clear facilitation and safety boundaries
- Emergency response planning
- Ongoing risk assessment during experiential activities

Participation in equine-assisted activities involves inherent risk. All participants are required to complete appropriate waivers and acknowledgments prior to participation.

SECTION 5 ATTENDANCE, PROGRESSION & COMPLETION REQUIREMENTS

Attendance Expectations

HorseWork Education programs are experiential and competency-based. Consistent attendance and active participation are required to ensure participant safety, skill development, and program integrity.

In-Person Programs

For in-person training components:

- Participants are expected to attend **all scheduled instructional days**
- Arrival on time and full participation are required
- Absences or late arrivals may impact program completion and credential eligibility

Because in-person training includes supervised experiential activities, missed instructional time may not be recoverable.

Remote & Online Components

For remote mentoring, coaching sessions, and online coursework:

- Participants are expected to attend all scheduled live sessions
- Completion of assigned modules, reflections, and facilitation documentation is required
- Asynchronous coursework must be completed within program timelines

Failure to engage in required remote components may delay progression to subsequent phases.

Tracking of Participation

HorseWork Education formally tracks participant engagement through multiple measures, which may include:

- Attendance records
- Completion of instructional modules
- Participation in coaching or mentoring sessions
- Documentation of facilitation practice hours
- Submission of required assignments and evaluations

These records are used to determine progression, completion status, and eligibility for credential submission. 

Program Progression

Sequential Phase Structure

Programs with a phase-based structure must be completed **in sequence**. Participants may not advance to a subsequent phase without meeting the requirements of the preceding phase.

Phase 1: Instructional Completion

To successfully complete Phase 1, participants must:

- Attend all required instructional days
- Demonstrate foundational facilitation competencies
- Meet participation and conduct expectations

Completion of Phase 1 constitutes completion of the instructional component of the program and may result in eligibility for credential issuance or advancement, depending on the program.

Phase 2: Applied Practice & Mentored Facilitation

To progress through Phase 2, participants must:

- Complete required facilitation practice hours
- Participate in scheduled mentoring or coaching sessions
- Submit accurate and timely documentation of practice hours

Phase 2 is practice-based and may be completed over an extended period, depending on participant availability and program requirements.

Phase 3: Competency Demonstration & Evaluation

To complete Phase 3, participants must:

- Submit required facilitation practice videos
- Participate in structured feedback and revision cycles
- Demonstrate competency consistent with program and credentialing standards

Completion of Phase 3 supports final credential review and submission.

Program Completion

Program completion is defined as:

- Fulfillment of all instructional requirements
- Completion of required facilitation hours
- Successful demonstration of competencies
- Submission of all required documentation

Completion of a program does **not** guarantee external credential approval, licensure, or employment. Credentialing decisions are made by the appropriate credentialing body.

Non-Attendance, Withdrawal, and Failure to Progress

Participants who:

- Register but do not begin a program
- Cease participation without notice
- Fail to meet attendance, participation, or competency requirements

may be considered withdrawn or terminated from the program.

Withdrawal, termination, and refund determinations are governed by the policies outlined in **Section 7: Tuition, Refunds & Withdrawal Policy** of this catalog.

Make-Up Work & Extensions

Due to the experiential nature of HorseWork Education programs:

- Make-up work for missed in-person instruction is not guaranteed
 - Extensions for practice or evaluation components may be granted at the discretion of faculty
 - Any approved extensions must be documented in writing
-

Professional Conduct & Safety

Participants are expected to maintain professional conduct at all times. Failure to adhere to safety protocols, ethical standards, or staff directives may result in:

- Removal from activities
- Delay in program progression
- Termination from the program

Such determinations are made in the interest of participant safety, equine welfare, and program integrity.

SECTION 6 TUITION, FEES & PAYMENT STRUCTURE

Tuition Overview

Tuition and fees vary by program and delivery format. All tuition amounts, payment schedules, and included materials are published prior to enrollment.

Tuition covers instructional delivery, mentoring, evaluation, and program administration as outlined in the specific program description. Tuition does **not** include travel, lodging, or fees payable directly to external credentialing organizations unless explicitly stated.

Equine-Assisted Learning (EAL) Facilitator Training

HorseWork / PATH Intl. Dual Credential Program

Option A Hybrid program Total Program Tuition: \$5,000

(This program option is not eligible for GI Bill funding)

(Both the Fundamentals of EAL and Specialty Micro-Credential course are required for credentialing)

Tuition for the EAL Facilitator Training is assessed by **program phase**:

- **Phase 1 Online Fundamentals of EAL and weekly coaching: \$1,500**
- **Phase 2 Mentored Facilitation Practice: \$1,500**
- **Phase 3 In Personal 4-Day Intensive:\$1000**
- **Phase 4 Online Specialty Micro-Credential Course and monthly coaching: \$500**
- **Phase 5 Competency Review & Credential Submission Support: \$500**

A **\$650 deposit** is required to reserve a seat in the cohort and is applied toward Phase 1 tuition.

Deposit Policy

- The \$650 deposit secures enrollment in a specific cohort and is due prior to the beginning of Phase 1.
- The deposit can be made up to 6 mos in advance to reserve a space.
- The program can also be paid in full to secure enrollment.
- The deposit becomes **non-refundable once Phase 1 begins**
- Prior to Phase 1, deposits may be transferred to a future cohort at HorseWork Education's discretion

Option B In-Person program Total Program Tuition: \$6000

(This program option is eligible for GI Bill funding)

(Both the Fundamentals of EAL and Specialty Micro-Credential course are required for credentialing)

Tuition for the EAL Facilitator Training is assessed by **program phase**:

- **Phase 1 Fundamentals of EAL & Specialty Intensive: \$2500**
- **Phase 2 Specialty Micro-Credential Training: \$2000**
 - Both the above courses are required for credentialing
- **Phase 3 Mentored Facilitation Practice: \$1,500**
- **Phase 4 Competency Review & Credential Submission Support: \$500**

A **\$650 deposit** is required to reserve a seat in the cohort and is applied toward Phase 1 tuition.

Payment Timing

When the participants sign the HorseWork agreement, they can specify a 6 or 9 month payment plan. Participants are responsible for payment according to the following schedule:

- Deposit is due prior to starting the Fundamentals course.
- Payments begin the month the course starts.
- Payment invoices are sent out at the end of month and are due within 2wks of receiving the invoice.
- Full tuition must be paid in full by the conclusion of the program.
- Certificates for program completion are held until fees are paid.
- Failure to maintain payment status may delay program progression.

HorseWork Education will offer monthly payment installments for the remaining balance after the deposit is paid on a case by case basis. Signed agreements are required for these option. A processing fee of \$10 is added for each payment. A credit card is required to be on file and will be charged each month per the agreed amount.

Veterans & GI Bill–Eligible Tuition

For participants using VA education benefits:

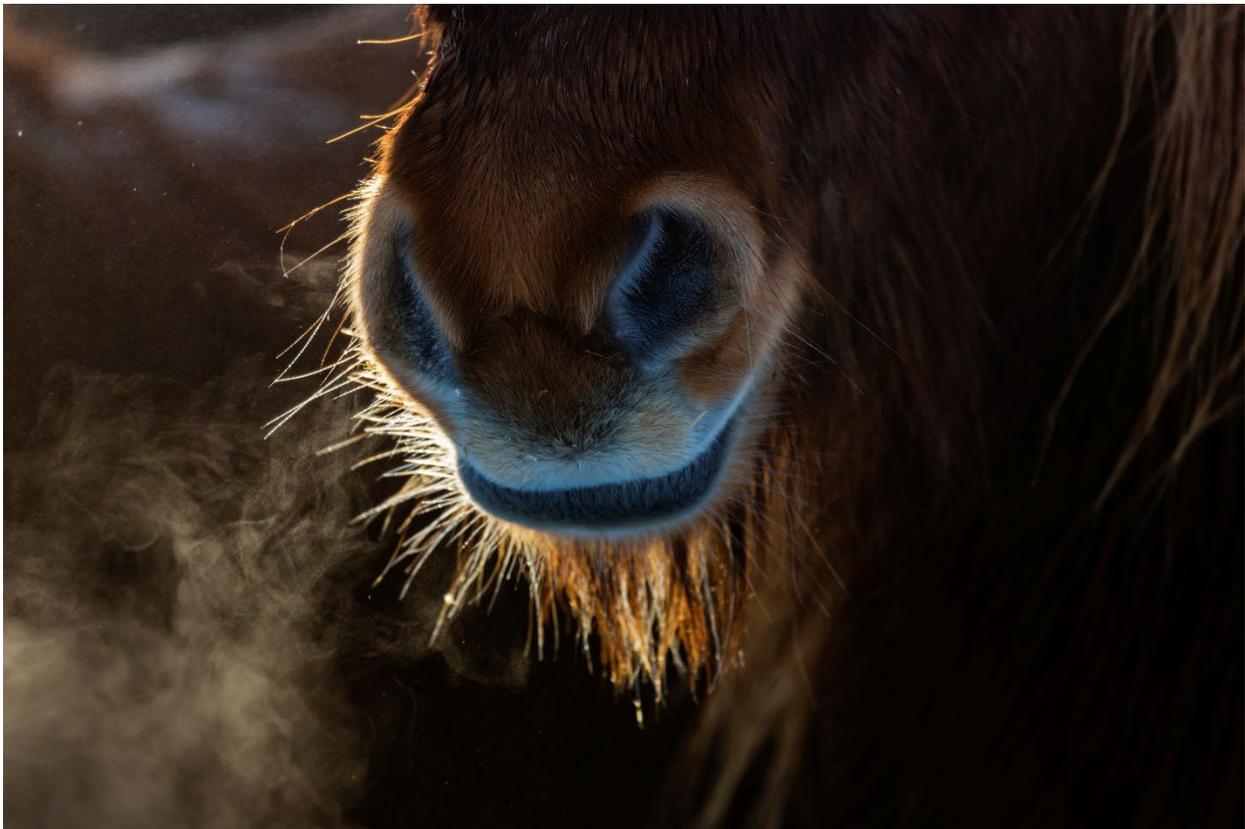
- Only the in-person EAL Facilitator Training cohort is eligible for GI Bill funding
- Tuition payments are applied in accordance with VA authorization
- Participants remain responsible for any tuition amounts not covered by VA benefits

Online and asynchronous programs are **not GI Bill-eligible**.

Asynchronous and CE online courses

- Courses are purchased through the website.
- Payment options are not available for asynchronous courses unless included in the EAL Dual Credit training.
- Ongoing enrollment applies to asynchronous online offerings
- Payment is required prior to course access unless otherwise stated

These programs are **not eligible** for GI Bill funding unless explicitly identified.



SECTION 7 REFUND, WITHDRAWAL & TUITION ADJUSTMENT POLICY

General Policy Statement

HorseWork Education maintains refund and withdrawal policies that are consistent with the structure of its programs, the protection of intellectual property, and applicable federal regulations, including requirements governing VA education benefits.

Refund eligibility is determined by:

- Program type and delivery format
- Phase or module completed
- Official withdrawal date
- Applicable VA regulations, when VA education benefits are used

All participants are responsible for understanding refund and withdrawal policies prior to enrollment.

Asynchronous & On-Demand Online Courses

(Non-GI Bill Eligible)

Asynchronous and on-demand courses provide immediate access to proprietary instructional materials and intellectual property.

- **No refunds are issued once a participant has completed or accessed the first instructional module**
- This policy is in place to protect proprietary curriculum, facilitation models, and educational content
- Access to course materials constitutes program participation

Participants who do not complete the course after beginning instruction are not eligible for refunds or credits unless otherwise stated in writing.

In-Person Events, Workshops & Intensives

For in-person courses, workshops, and events:

- **No refunds are issued once the event has begun**
 - This includes partial attendance or early departure
 - Substitutions or transfers may be considered at HorseWork Education's discretion when requested prior to the event start date
-

Equine-Assisted Learning (EAL) Facilitator Training

HorseWork / PATH Intl. Dual Credential Program

Deposit Policy

- A non-refundable deposit of \$650 is required to reserve a seat in the cohort
 - Deposits are not refunded
 - Deposits may be applied as a credit toward a future training cohort if the participant is unable to attend as scheduled
-

Veterans & GI Bill–Eligible Participants

For participants using VA education benefits, refunds and tuition adjustments are administered in accordance with **38 CFR §21.4255**.

Key Provisions

- Refunds of unearned tuition are calculated based on the **unused portion of the program**
- The **official withdrawal date** is used to determine earned versus unearned tuition
- HorseWork Education will:
 - Refund unearned amounts to the participant **unless otherwise directed by the VA**
 - Return funds directly to the VA when required by VA regulation or instruction

Participants remain responsible for any balance resulting from VA adjustments.

Non-Completion & Withdrawal (VA Participants)

If a VA-funded participant:

- Withdraws
- Fails to attend
- Stops participating without notice
- Fails to complete required instructional components

HorseWork Education will:

- Determine earned tuition based on participation and phase completion
 - Adjust tuition in compliance with VA regulations
 - Report enrollment changes as required
-

Military Orders, Medical Withdrawal & Program Interruption

HorseWork Education recognizes that military and medical circumstances may impact program participation.

- Participants who receive military orders, experience medical interruption, or are affected by force majeure may:
 - Have their place in the program held
 - Apply paid tuition as a **credit toward future completion**
- Refunds for completed instructional phases are not issued

- Credits do not expire unless otherwise stated in writing
-

Additional Costs

Participants may incur additional expenses, including but not limited to:

- Travel and lodging for in-person training
- External credentialing or application fees payable directly to credentialing bodies
- Optional materials or resources

HorseWork Education is not responsible for costs incurred outside of published tuition.

Failure to Meet Financial Obligations

Failure to meet payment obligations may result in:

- Suspension of course access
- Delay in program progression
- Ineligibility for credential submission
- Administrative withdrawal from the program

Such actions do not relieve the participant of financial responsibility for earned tuition.

No Guarantee of Completion or Credentialing

Refunds are not issued based on dissatisfaction, perceived outcomes, or failure to achieve credentialing or employment. External credentialing decisions are made by independent credentialing bodies and are not guaranteed by HorseWork Education.

Policy Modifications

HorseWork Education reserves the right to amend refund and withdrawal policies as required to maintain compliance with federal regulations, credentialing standards, and operational needs. Substantive changes will be communicated to enrolled participants.

SECTION 8 STANDARDS OF CONDUCT

Commitment to Inclusion, Access & Safety

HorseWork Education, a division of **Strides to Success**, is committed to creating learning environments that are inclusive, respectful, and accessible.

Our core values include:

- Physical and psychological safety for all participants
- Ethical and professional facilitation practices
- Respect for diversity, lived experience, and individual differences
- Financial and programmatic accessibility whenever possible
- The welfare of equine partners as a highest priority

All programs are designed to support meaningful participation while maintaining clear boundaries necessary for safety, learning, and integrity.

Professional Conduct Expectations

Participants are expected to conduct themselves in a manner that supports a safe, respectful, and collaborative learning environment.

The following behaviors are **not tolerated** and may result in immediate intervention or removal from a program:

- Abuse, harassment, or bullying (verbal, physical, or emotional)
- Aggressive or threatening behavior
- Disruptive conduct that interferes with the learning or safety of others
- Disrespectful or unsafe behavior toward horses
- Violation of established safety protocols or staff directives

These expectations apply to **all interactions**, including:

- Human-to-human interactions
 - Human-to-horse interactions
 - In-person and remote learning environments
-

Equine Welfare & Participant Safety

The welfare of equine partners and the safety of participants are non-negotiable priorities.

HorseWork Education reserves the right to:

- Modify activities to protect equine or human welfare
- Remove a participant from an activity or session if safety is compromised
- Suspend or terminate participation if behavior poses a risk

Decisions related to safety and welfare are made at the sole discretion of HorseWork Education faculty and staff.

Emotional Expression & Scope of Practice

HorseWork Education programs are experiential in nature. Emotional responses may arise as part of learning and reflection.

However:

- HorseWork Education faculty are **not acting as therapists**
- Programs are **not clinical or therapeutic services**
- Faculty do **not diagnose**, treat, or provide mental health counseling

Participants are expected to take responsibility for their emotional regulation and readiness to participate in experiential learning.

If a participant's behavior disrupts safety, the learning environment, or the well-being of themselves or others, HorseWork Education may pause the activity and modify or temporarily limit participation as needed to maintain a safe and effective environment.

These actions are taken to **maintain the integrity and safety of the learning environment**, not as disciplinary measures.

Resolution of Concerns

When concerns arise, HorseWork Education is committed to addressing issues with professionalism, transparency, and respect.

Whenever possible, concerns will be addressed through:

- Direct communication
- Collaborative problem-solving
- Clear explanation of expectations and boundaries

However, resolution must not compromise:

- Participant or equine safety
 - Program integrity
 - The learning experience of others
-

Dismissal from a Program

HorseWork Education reserves the right to dismiss a participant from a program if conduct or behavior is determined to be incompatible with program standards, safety requirements, or ethical expectations.

Dismissal may occur without refund, consistent with the Refund & Withdrawal Policy outlined in Section 7 of this catalog.

Policy Authority

HorseWork Education faculty and staff retain final authority regarding:

- Participant conduct determinations
- Safety decisions
- Program participation status

These determinations are made in the interest of maintaining a safe, ethical, and inclusive learning environment.

SECTION 9 GRADING, EVALUATION & ACADEMIC PROGRESS POLICY

Grading System

HorseWork Education utilizes a **Competency-Based Complete / Incomplete grading system**. Students are evaluated on demonstrated competency in required program components rather than letter grades.

Grades are recorded as:

- **Complete (C)** – Student has met competency standards
 - **Incomplete (I)** – Student has not yet demonstrated required competency or did not complete all the required components of the assignment.
-

Graduation Requirements

1. All asynchronous courses are self-paced and must be completed in full to earn a certificate of completion.
2. For the Equine-Assisted Learning (EAL) pathway, participants must complete the following sequence:
 - EAL Fundamentals Course
 - Successful completion of all course requirements (online or in-person) within three (3) weeks of the course end date is required to receive a certificate of completion aligned with PATH International standards.
 - Practical Experience Hours
 - Participants must document a total of 60 hours of applied practice, including:
 - 30 hours of one-on-one facilitation
 - 30 hours of group co-facilitation with an equine professional
 - Up to 20 hours of prior relevant experience may be applied. Hours must be logged and submitted to PATH Intl. per their requirements.
 - Micro-credential Completion
 - Participants must complete an approved micro-credential course:
 - Online version (virtual participants; non-GO eligible)
 - In-person version (in-person participants)
 - A certificate of completion is awarded upon successful completion.
 - Specialty Practice Hours
 - An additional 10 hours of applied practice within the chosen specialty area must be completed and submitted to HorseWork Education for verification.
 - Facilitation Video Review

- Participants must submit a 20-minute recorded facilitation session for review. Upon successful evaluation, participants earn the HorseWork Certified Facilitator designation.
- Portfolio & Credential Application
 - Participants compile all required materials into a professional portfolio and submit the EAL Facilitator application to PATH International, including all applicable fees (not included in tuition).

Application requirements and evaluation criteria are outlined by PATH Intl.:

<https://pathintl.org/certification/eal-facilitator-microcredentials/>

- Evaluation & Resubmission Process
 - The PATH Intl. credentialing process is competency-based and requires participants to meet a minimum scoring threshold. If standards are not met, participants will receive feedback and must address identified areas before resubmission. HorseWork Education provides support throughout this process until competency is achieved.

Records Retention & Transcripts

Student transcripts for the Fundamentals of EAL course are shared with PATH Intl. in order to document requirements have been meant to receive a certificate of completion from PATH Intl.

HorseWork Education maintains:

- Enrollment agreements
- Attendance records
- Academic progress documentation
- Grade records
- Tuition and financial documentation

Records for VA beneficiaries are retained for a minimum of **three (3) years following the last date certified to the Department of Veterans Affairs**, in accordance with 38 CFR §21.4209(f).

Transcripts reflecting program completion status may be issued upon written request.

Assignment & Competency Expectations

If coursework, facilitation demonstrations, video submissions, or required activities do not meet faculty standards:

- The student will receive written or verbal feedback
- The student will be permitted to revise and resubmit
- Faculty will work collaboratively with the student to achieve competency

HorseWork Education is committed to student success and allows reasonable resubmissions until competency is met.

Unsatisfactory Academic Progress

If a student repeatedly fails to:

- Demonstrate competency after multiple remediation opportunities
- Participate in required instructional components

Faculty may:

- Place the student on academic review
- Reassess continued enrollment eligibility

If academic standards continue not to be met, enrollment may be discontinued in accordance with:

- Section 7: Refund & Withdrawal Policy
 - Section 8: Standards of Conduct & Dismissal
-

Re-Enrollment After Academic Dismissal

Students whose enrollment is discontinued for academic reasons may reapply for a future cohort. Admission is not guaranteed and is subject to faculty review.

SECTION 10 ATTENDANCE & PARTICIPATION POLICY

Attendance Requirements (In-Person Programs)

For the Equine-Assisted Learning Facilitator Training:

- Phase 1 consists of 8 in-person instructional days
- Attendance is mandatory
- Attendance is recorded daily

Because Phase 1 includes live facilitation practice and experiential learning, missed instruction cannot be fully replicated.

Absences

Excused absences may include:

- Documented medical circumstances
- Military orders
- Emergencies beyond the participant's control

Unexcused absences include:

- Failure to attend without prior communication
 - Voluntary early departure
-

Excessive Absence

Students who miss a significant portion of instructional hours may:

- Be required to repeat Phase 1
 - Be moved to a future cohort
 - Have enrollment status reassessed
-

Make-Up Work

Due to the experiential nature of the training:

- Make-up work may be offered at faculty discretion
 - Make-up may require additional fees
 - Not all instruction can be replicated outside the scheduled cohort
-