2025 Academy Annual Report Form

Academy Name

Website

Name of person submitting report

Email

Please list the Officers as indicated by your Academy structure

CVTS Representative

CVTS rep email

Position	Name	Email
Position	Name	Email
Position	Name	Email
Position	Name	Email
Position	Name	Email
Position	Name	Email

Position	Name	Email

Position	Name	Email

Position	Name	Email

Position	Name	Email

If needed, list additional officers.

Please list all committees as indicated by your Academy structure, including standing, ad-hoc committees, and task forces.

Committee name	Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

Committee name

Standing/ Ad-hoc?

Chairperson

Email

If needed, list additional Committees and Chairs

Have there been any changes, additions or deletions to the academy by-laws or constitution?

Current by-laws upload

By-laws date or year last updated

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Current constitution upload

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Total number of charter and full members. Honorary members should not be included in this number.

Upload an Excel list of charter members and full members formatted as follows: First Name | Last Name |Any other last names used | Date of acceptance | Subspecialty if applicable

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Total number of diplomates in the entire veterinary college that supports your academy

Number of members lost from active status due to:

Death Failure to pay dues Failure to maintain MOC

Other, please explain

Has the Academy had any issues with anyone fraudulently using the VTS title? If so, please describe.

Describe the testing procedures of the Academy in the field below.

Date of last job/task analysis

Current examination blueprint (or may be uploaded below)

ADA accommodations plan (Or may be uploaded below)

Current examination blueprint

Need to be able to upload file

ADA accommodations plan

Need to be able to upload file

Have there been any changes to the testing procedures of the Academy?

If yes, please describe

Have you offered your exam remotely?

If offering remotely, what is the cost of remote examination as compared to in-person examination?

Any complaints lodged with your academy?

If so please note complaint and response

If any reservations on last year's report, how has the academy addressed this concern?

Application metrics

1. Number of first time applicants

2. Number of repeat applicants

3. Total number of applicants

4. Number of applicants that passed

5. Successful applicant percentage (#4 ÷ #3 x 100)

Please comment if your application year doesn't follow the calendar year

Any application appeals?

If so please note number of appeals and status (upheld or overturned)

Examination metrics

6. Total number of first time examinees

7. Total number of repeat examinees

8. Total number of examinees

9. Number of candidates passing the exam

10. Exam pass rate percentage (#9 ÷ #8 x 100)

Please comment if your examination cycle doesn't follow the calendar year

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If Maintenance of Certification (MOC) metrics has been completed for this calendar year, please provide the number of applicants and the number of successful recertifications.

a. The number of members applying for recertification

b. The number of successful recertifications

c. Recertification Rate Percentage (#b #a x 100)

Veterinary Specialty Board or Association Support

Has there been any changes in the support you receive from the affiliated Veterinary Specialty Board or Association?

If yes, please describe.

Academy Activity

Is the Academy active in promoting the visibility of the specialty by providing continuing education and how to specialize activities?

Give a few examples of your activities as activities that encourage application to your academy and meetings where members of your academy present.

List of meetings of the Academy Executive Board and /Committees held within the last year:

Optional - additional comments

Optional Survey

Participation is optional. This information is to serve as a database/resource and is for informational purposes only. It is not a requirement to respond. None of the following are a requirement.

Do you have insurance?

If so what type? Who is the carrier?

Is the academy incorporated as a not-for-profit organization?

Do you have a financial plan?

Have taxes been filed for last year?

Do you have an ethics clause?

Do you have a trademark for your Academy name and logo?

Do you have a membership outreach/growth plan?

Do you have a diversity, equity, and inclusion statement?

