# GET FADED BARBER COLLEGE SCHOOL CATALOG

January 1, 2020 through December 31, 2020

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#### **DISCLOSURE STATEMENT**

- 1. Get Faded Barber College is a private institution approved to operate by the California Bureau for Private Postsecondary Education (BPPE). The BPPE approval means that the school and its operation comply standards established under the law for occupation instruction by postsecondary educational institutions. Approval to operate means compliant with minimum standards contained in the state of California or by the BPPE Act of 2009 (as amended) and Division 7.5 of title 5 of the California code of Regulations "Would meet this requirement.
- 2. "Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at, 2535 Capitol Oaks Drive, Suite 400, Sacramento, Ca 95833 or P.O Box 980818, West Sacramento, Ca 95798-0818, www.bppe.ca.gov, Toll-free (888)370-7589 or by fax (916)263-1897
- 3. As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to you're signing an enrollment agreement
- 4. A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888)370-7589 or by completing a complaint form, which can be obtained on the bureau's web site www.bppe.ca.gov
- 5. Get Faded Barber College does not have a pending petition in bankruptcy, and is not operated as a debtor in possession, has not filed a petition with the preceding five years or has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the united States bankruptcy Code (11 U.S. Sec. 1101)
- 6. Get Faded Barber College Students are required to speak English when an instructional setting necessitates the use English for educational or communication purposes. All classes are taught in English. Get Faded Barber College does not offer English as a Second Language thorough our school
- 7. This institution is not approved by the U.S Immigration and Customs Enforcement (ICE) to participate in Student and Exchange Visitor Program (SEVP) And is not authorized to issue 1-20 visa, therefore this institution cannot accept applications from students from aboard who are on an F-1 or M-1 visa. This institution does not offer any visa services and will not vouch for a student status.
- 8. Get Faded Barber College does not offer state or federal aid programs
- 9. If students obtain a loan to pay for an education program, the student will

Have the responsibility of repay the full amount of the loan plus interest; less amount of any refund.

- 10. Get Faded Barber College is not accredited and its courses are not accredited by an accrediting agency. A student enrolled in an unaccredited institution is not eligible for federal financial aid.
- 11. Get Faded Barber College. Catalog contains updated information on all aspects of the educational programs, educational services, procedures, and policies. Get Faded Barber College reserves the right to make necessary changes without prior notice. Pursuant to section 71810(a) of the Code, it updates the changes set forth in the catalog annually and periodically by using inserts or supplements. And, whenever periodic changes are made, Get Faded Barber College will attempt to communicate the changes within a reasonable time to the BPPE and other interested organizations.

## PROVIDING THE SCHOOL CATALOG

Pursuant to section 94909(a) of the Code, the Get Faded Barber College catalog publication is provided to the applicants, students, and general public. The catalog contains updated information on all aspects of the educational programs, educational services, procedures, and policies. The catalog is provided in writing. Delivering the catalog in writing may be accomplished by personal or mail delivery.

#### **GENERAL INFORMATION**

Get Faded Barber College SCHOOL CATALOG

Effective School Year: January 1, 2020 to December 31, 2020

Get Faded Barber College

<u>ADMINISTRATION OFFICE</u>

2500 New Stine Road Suite 203

Bakersfield Ca 93309

(661) 835-8245

# **ADMINISTRATOR**

Alma Casas - Chief Executive Mike Monzon- Institution Director

#### INSTRUCTIONAL CLASSROOM AND PRACTICAL

# **MAIN CAMPUS**

Get Faded Barber College 2500 New Stine Road Suite 203 Bakersfield Ca 93309 (661) 835-8245

#### MISSION AND OBJECTIVE

Our mission is to train and prepare students from Get Faded Barber College To be the very best in their profession and to instill in the students the importance of good public relations and to fully prepare them in every capacity to work confidently, competently and competitively as professionals, and for graduates

From Get Faded Barber College to take their chosen profession to a higher level.

#### Get Faded Barber College

- 1. To develop professional qualities within each student.
- 2. To teach those subject areas which are most needed and emphasize those most needed for success.
- 3 To introduce our students of the current California Barber and Cosmetology Laws, sanitation, Sterilization and licensing laws.
- 4. To provide hands on instructional program, this will enable each student to progress as rapidly as capability permits.
- 5. To introduce and teach the techniques involved in the latest hair styling trends.
- 6. To introduce and teach techniques in skin care and the latish makeup trends.

#### **OPERATING SCHEDULES**

Office Hours: Tue - Fri 9:00 am to 4:00 pm Closed Sat

Instruction Hours Tue - Fri 9:00 am to 12:00 and 1:00 to 6:00 pm

Saturday 10:00 am to 4:00 pm

This School will be closed for a week in July and on all legal holidays

Classes are scheduled on the basis of enrollment. Students will be advised of projected starting dates at the time of enrollment important scheduling information (operating hours, holidays, vacations, class schedules and scheduling changes) will be announced to students in advance.

#### **PHYSICAL FACILITIES**

Get Faded Barber College facilities include a theory rooms, practical area, and administration office. Barber chairs, Mannequins (with full head hair), Time clock, Shampoo bowls, Dryers, Electric curling iron, Non-electric comb, Non-electric curling irons, Stove for non-electric combs, Towel steamer with a facilities to occupancy level accommodating 28 students at any one time

As a prospective student, you are also encouraged to visit the physical facilities of the school and to discuss personal educational and occupational plans with personnel prior to enrolling or signing an enrollment agreement. This school offers in house "pay as you go" payment program, this school does not offer government loans or grants for portions of tuitions or trainings.

#### **FACULTY**

#### **Alma Casas**

Licensed Barber since 2002 License Esthetician since 2009 Mike Monzon Barber since 2018

#### **COURSE OF INSTRUCTION**

#### **BARBER** -

Location: 2500 New Stine Road Suite 203, Bakersfield Ca 93309

Hours/Length: 1500 Clocked Hours (9 months)

Daily Schedule: Tue - Fri 9:00 am to 12:00 and 1:00 to 6:00 pm

Saturday Schedule: Sat 10:00 am to 4:00 pm

Pre-requisites: High School Diploma, GED or equivalent.

Course Description-Students enrolled in Get Faded Barber College

Shall consist of fifteen hundred hours of technical instruction and practical training covering all practices of a barber pursuant to Section 7316 of the Barbering and Cosmology Act. SOC#39-5011

<u>Graduation Requirements:</u> To complete this program a student must complete all prescribed course and earn a grade of C or better.

An externship is not needed or offered for this program. No final test or examination is administered.

#### **Course Outline**

Students Learning Objective 1500 Hours of Technical and practical Training in Hair Dressing

(1100) Hours of Technical Instruction and Practical Training in Hair Dressing The required subjects of instruction in Hair Dressing shall be completed with the minimum hours

(65) hours of Technical Instruction and 240 Practical Operations): Subject: Hairstyling The subject of Hairstyling shall include, but is not limited to, the following

The techniques and procedures:

Hair analysis, shampooing, finger waving, pin curling, comb outs, straightening, Hair waving, curling with hot combs and hot curling irons and blower styling.

**(40)** hours of Technical Instruction and 105 Practical Operations): Subject:

Permanent Waving and Chemical Straightening The subject of Permanent Waving and Chemical Straightening shall Include, but is not limited to, The following techniques and procedures: Hair analysis, acid and alkaline permanent waving, solutions.

**(60)** hours of Technical Instruction and 50 Practical Operations): Subject:

Hair Coloring and Bleaching

The subject of Hair Coloring and Bleaching shall include, but is not limited to, the following techniques and procedures (also including, the use of semi permanent, Permanent and temporary colors):

Hair analysis, predisposition and strand tests, safety precautions, formula mixing, tinting, bleaching,

High and low lights and the use of dye removers.

(20) hour of Technical Instruction and 80 Practical Operations): Subject:

Hair Cutting

The subject of Hair Cutting shall include, but is not limited to, the following techniques and

procedures: Use of scissors, razor (shaper), electrical clippers/trimmers, and thinning (tapering)

Shears for wet and dry cutting.

(2) **200** Hours of Technical Instruction and Practical Training in Shaving The required subjects of instruction in Shaving shall be completed with the minimum hours of technical instruction and practical operations for each subject-matter as

follows:

(Practical Operations) The subject of Preparation and Performance shall include, but is not limited to the following techniques and procedures: Preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying after-shave antiseptic following facial services, massaging the client's face, rolling cream massages

(3) **200** Hours of Technical Instruction in Health and Safety The required subjects of instruction in Health and Safety shall be completed with the minimum hours of technical instruction for each subject-matter as follows: (Laws and Regulations (20 hours of Technical Instruction)

The subjects of Laws and Regulations shall include, but is not limited to, the following issues:

The Barbering and Cosmetology Act and the Board's Rules and Regulations Health and Safety Considerations (45 hours of Technical Instruction) Health and Safety/hazardous substances including training in chemicals and health in establishments, material safety data sheets, protection from hazardous chemicals and preventing chemical injuries, health and safety laws and agencies, bacteriology and preventing communicable diseases including HIV/AIDS and Hepatitis B.

Disinfection and Sanitation (**20** hours of Technical Instruction) The subject of Disinfection and Sanitation shall include, but is not limited to the following: techniques and procedures: Disinfection and sanitation including proper procedures to protect

the health and safety of the consumer as well as the technician, proper disinfection procedures

For equipment used in establishments Disinfection shall be emphasized throughout the entire training period and must be performed before use of all instruments and equipment.

# Anatomy and Physiology (15 hours of Technical Instruction)

The subjects of Anatomy and Physiology shall include, but is not limited to the following issues:

Human Anatomy, Human Physiology

(c) The Board recommends that schools provide training in the area of communication skills

That includes professional ethics, salesmanship, client record-keeping, decorum, basic tax information relating to booth renters, independent contractors, employees, and employers.

Practical Training will consist of but not limited to 120 Curling Irons, 120 Blow drying, 40 Perm, 25 Hair coloring, 25 Bleach or Relaxing agent, and 40 Facial Shaves.

# Barber Crossover (For Cosmetologist) - 200 hrs

<u>Location:</u> 1601 Panama Lane D106 Bakersfield Ca 93307

Hours/Length: 400 Clocked Hours (3 months)

Daily Schedule: Tue - Fri 9:00 am to 12:00 and 1:00 to 6:00 pm

Saturday Schedule: Sat 10:00 am to 4:00 pm

<u>Pre-requisites:</u> Active Cosmetology License issued by the Board of Barbering and Cosmetology.

<u>Course Description-</u>Students enrolled in Get Faded Barber College Shall consist of four hundred hours of technical instruction and practical training covering all practices of a barber pursuant to Section 7316 of the Barbering and Cosmology Act. SOC#39-5011

<u>Graduation Requirements:</u> To complete this program a student must complete all prescribed course and earn a grade of C or better. Externship not needed or offered for this program. No final test or examination

# Description

The curriculum for students enrolled in a Barbering Crossover course for Cosmetologists shall consist of a minimum for four hundred (200) clock hours of technical instruction and practical operations covering those barbering practices that are not a part of the required training or practice of a Cosmetologist.

# **Program Objectives**

The objective of the program is to help contribute to the workforce training needs of the Kern County area by successfully training motivated adult students in their acquisition of skills as required to be licensed as a barber in California. Upon successful completion, graduates are ready to pass the required state test and be licensed as barbers in the State of California

Theory of	Theory of Barbering (Classroom) is 250 hours and the
Barbering	teaching is done through lecture and textbook reading in a formal classroom setting. All of the Theory of Barbering (Classroom) material is taken from Standard Textbooks assigned by the California Board of Barbering and Cosmetology designed to aid prospective Barbers in completing the State Barbering Licensing Exam. The Theory of Barbering (Classroom) hours cover the following subjects:  The basics of Barbering/Styling, Advanced Barber/Styling, Cutting and Styling, Design Techniques, Barber Science, The Chemicals and Treatments, Anatomy, Industry Related Business Principles, Barber Boards,
	Operating in the Field and Practical Application.
Practical Application	Practical Application is 100 hours of the Barbering Course and helps students learn how to practically apply what they have learned in the classroom. Practical Application is closely supervised by Instructors at all times to ensure students are applying the proper barbering techniques with regard to the Board of Barbering and Cosmetology. Instructors also supervise and ease the interaction between students and clients to make sure they are practicing proper etiquette.
State Board Exam	The last segment of training is additional Preparation for

Prep	State Board for a total of 50 hours. The institution wants
	to make sure Students are thoroughly prepared to pass
	the State Board of Barbering Exam and will make sure
	every student is given the attention they require to
	succeed.

**ESTHETICIAN-** Students Learning Objective 600 Hours of Technical and practical Training in Sin Care

<u>Location:</u> 2500 New Stine road suite 203 Bakersfield Ca 93309

<u>Hours/Length</u>: 600 Clocked Hours (3 months) <u>Daily Schedule:</u> Tue - Fri 1:00 am to 6:00 pm <u>Saturday Schedule:</u> Sat 10:00 am to 4:00 pm

Pre-requisites: High School Diploma, GED or equivalent.

Course Description-Students enrolled in Get Faded Barber College

Shall consist of six hundred hours of technical instruction and practical training covering all practices of a barber pursuant to Section 7316 of the Barbering and Cosmology Act. SOC#39-5011

<u>Graduation Requirements:</u> To complete this program a student must complete all prescribed course and earn a grade of C or better.

An externship is not needed or offered for this program. 1 final test and Practical examination is administered.

# **Course Outline**

INSTRUCTORS ESTHETICIAN CURRICULUM REQUIREMENT BREAKDOWN shall consist of a minimum for six hundred **(600)** clock hours of technical

**FACIALS (350)** Hours Technical Instruction and Practical in a Esthetic course instruction and practical operations covering those Esthetic practices that are not a part of the required training or practice of a Cosmetologist.

- (70) Hours of Technical Instruction and 140 Practical Operations): Subject: Manual, Electrical, and Chemical Facials
- (15) Hours of Technical Instruction Preparation

<u>HEALTH AND SAFETY</u> (200 total hours required) Minimum Hours Required Hours Completed Minimum Operations Required Operations Completed Hours Completed

- (10) Hours of Laws and Regulations
- (40) Hours of Health and Safety Considerations
- (10) Hours of Disinfection and Sanitation
- (15) Hours of Anatomy and Physiology
- (TBD) Board Approved Health & Safety Course TBD

# **HAIR REMOVAL and MAKE-UP** (50 total hours required)

- (25) Hours of Eyebrow Beautification hours of Technical Instruction
- (50) Operations 20
- (20) Hours of Make-Up hours of Technical Instruction
- (40) Operations of Make-Up

Depending on how long it takes a student to complete the required number of practical operations, a student may exceed the total number of hours required in a subject, or may not yet meet the total hours required in a subject. If a student does not yet meet the total number of hours required, the school will be responsible for making sure the student completes additional hours to meet the total hour requirement in that subject.

# **Alma Casas Barber Instructor**

Mrs. Alma Casas has been in the trade for over 23 years Licensed in California for 17 years, teaching since we opened in March 2016,

Mrs. Alma Casas also is a member of the Army National Guard for 17 years and has the ability to train other soldiers in and out of a class room environment **Alma** 

# **Mike Monzon Barber Instructor**

Mr. Monzon has been in the trade for 10 years and Licensed in California for 2 years, and has just started teaching.

Mr. Monzon was in the oilfield for 16 years in management and has the knowledge to train other.

#### **ADMINISTRATIVE POLICIES**

Entering this Training will help resolve a variety of employments barriers. The program offered by Get Faded Barber College is available to individuals who are motivated and committed to improve their vocational skills level.

In order to be admitted to his/her desired program, an applicant must provide a valid ID, and have completed High School or Equivalent/GED

#### **ADMISSION PROCEDURES**

Interested applicants will interview with the Chief Executive, during which a campus tour will be given, the Chief Executive will provide detailed information on the Get Faded Barber College program and discuss the applicant's qualifications to assist in determining the best way to meet his/her career objective. A High School diploma, GED or equivalent is required. In order to be formally accepted to the school all applicants must read and sign all required preenrollment disclosures, such as the Get Faded Barber College Catalog, Notice of the Cancellation, School Performance Sheet, and Enrollment Agreement.

Get Faded Barber College does not have an articulation agreement or transfer agreement with any other school; college for hours earned though Get Faded Barber College.

Get Faded Barber College does not recognize acquired life experience and prior experiential learning as a consideration for enrollment or granting credit towards any of its certificate programs.

All Get Faded Barber College is taught in English only. Prospective students must read, write, speak and understand the English language at a rudimentary level. Non-native English speaking applicants will be required to take a TABE assessment test in English and demonstrate a 6.9 level of comprehension. Some occupations may have employment or Licensing requirements beyond these basic admissions standards.

"NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION"

"The transferability of credits you earn at Get Faded Barber College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earned in the program is also at the complete

discretion of the institution to which you may seek to transfer, If the hours completed that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Get Faded Barber College to determine if your hours completed will transfer."

#### STUDENT GRIEVANCE PROCEDURE

Get Faded Barber College is very concerned that your vocational development and training meet your personal needs. Should you have any question or problem, please feel free to talk to your instructor.

Get Faded Barber College has a formal complaint procedure, which is designed to provide you with an avenue and recourse for presenting and resolving complaints. We do have an open door policy and will be handled in the lowest level at any time during regular business hours.

Students are encouraged to submit complaints in writing with the date of the submission of the complaint. Get Faded Barber College shall respond to all written complaints within 10 business days of receiving the complaint, providing the student with a written response, including a summary of the investigation and disposition of the complaint. Participation in the complaint process shall not affect your status as a student with Get Faded Barber College or, in any way, limit or waive your right to other remedies or legal recourse. Unresolved complaints may be directed to:

The Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive Site 400
Sacramento, Ca 95833
P.O Box 980818
West Sacramento, Ca 95798-0818
(916) 574-7720 or (888) 370-7589

#### RECORDS RETENTION

Admissions data and students records are kept for five years from the last day of student attendance. Students wishing to view or obtain copies of their school records need to contact Get Faded Barber College Administrative Office to make

arrangements. Current records are available during normal business hours for inspection and copying. Past Students need to provide three work days prior notice to view records. Access to student's records is limited to the student or other legally documented inspectors. Current and former students may request release of their transcript upon receipt in Get Faded Barber College office of a written request with the student's signature. Get Faded Barber College maintains student transcript permanently. All physical records will kept in file cabinets in the school administration office. Additionally, all digital copies will be backed up on a daily basis via and internet back up service and available to be digitally restored in an event of a computer malfunction, fire, act of god or another damaging event. A second set of all academic financial records required by the Act. This chapter stored at an office site location.

#### **HARASSMENT POLICY**

Get Faded Barber College is committed to providing a school environment free of unlawful harassment. School policy prohibits sexual harassment and harassment based on pregnancy, childbirth or related medical conditions, race, religious creed, color, gender, national origin or ancestry, physical or medical disability, medical conditions including genetic characteristics, military or veterans status, marital status, registered domestic partner, age, sexual orientation, or any other basic protected by federal, state or local law or ordinance or regulation. All such harassment is unlawful. The Schools anti-harassment policy applies to all persons involved in the operation of the school and its students. It also prohibits unlawful harassment by any employee of the school. Including staff and facility, as well as vendors, customers, students, and any other persons. It also prohibits unlawful harassment based on the perception that anyone has and of those characteristics, Prohibited unlawful harassments include, but not limit to the following behavior: Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations, or comments; Visual displays such as derogatory and or sexual oriented posters, photography, cartoons, drawings, or gestures; Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race, or any other protected basis; Threats and demands to submit to sexual requests as a condition of continued employment, or to avoid some other loss, and offers of employment benefits in return for sexual favors; and Retaliation for reporting or threatening to report harassment.

If you believe that you have been unlawfully harassed, submit a written complaint to any School Official or the Executive Director as soon as possible after incident. You will be asked to provide detailed of the incident, names of individual involved. And name of any witness. The School will immediately undertake an effective, though, and objective investigation of the harassment allegations. If the School determines that unlawful harassment has occurred. Effective remedial action will be taken in accordance with the circumstance involved. Any employee or student determined by the School to be responsible for unlawful harassment will subject to appropriate disciplinary action. Up to and including termination. A School representative will advise all parties concerned of the results of the investigation. The School will not retaliate against you for filling a complaint and will not tolerate or permit retaliation by any of our Get Faded Barber College staff

#### DRUG AND ALCOHOL ABUSE

Get Faded Barber College is concerned about alcohol, illegal drugs, or controlled substances as it affects the School. Use of these substances, whether on or off the School grounds can detract from a student's performance, efficiency, safety, and health, and therefore may seriously impair the student's ability to learn at the School. In addition, the use or possession of these substances on the School grounds constitutes a potential danger to loss or damage. Or injury to other persons. Furthermore, the use of prescription drugs and/or over-the -counter drugs may affect a student's school performance. The following rules and standards of conduct apply to all students either on School property or during the school day (including meals and rest periods). Behavior that violates School policy includes:

- Possession or use an illegal or controlled substance, or being under the influence of an illegal or controlled substance while on school grounds;
- Distribution, sales, or purchase of an illegal or controlled substance while on school grounds

Violation of these rule and standards of conduct will not be tolerated. Get Faded Barber College also may bring it to the attention to the appropriate law enforcement authorities. In order to enforce this policy Get Faded Barber College reserves the right to conduct searches of School property or staff/students and/or

their personal property, and to implement other measures necessary to detect abuse of this policy

Students who are using prescription or over-the-counter drugs with safety warnings that may impair his/her ability to safely perform assigned tasks or affect the safety or well-being of others, must notify school administration of such use immediately before starting or resuming class

#### **ATTENDANCE POLICY**

Students are expected to attend scheduled classes at all the schedules starting times and to continue as scheduled throughout the day. Students will be expected to attend classes as they would attend work if they were employed. All absences and tardiness are recorded. It is the responsibility of the Student to telephone the school in advance to advise their instructor that they will be absent or late, as it would be necessary to inform an employer.

The Following policies apply to encourage satisfactory attendance:

Tardiness and absences is a good learning environment and is discouraged. Students with excessive unexcused absences in one month may receive notification of probation for a period of one month. Any unexplained absences during probation may be caused for interruption of the student's training program. If a student has five unexcused absences they will be dropped from the training program.

Students must arranged with the instructor for make-up work for classes missed: however, absences will remain on the record and hours will not be accounted for

Certificates of perfect attendance are awarded those students who complete training with no unexcused absences.

#### PROBATION AND DISMISSAL POLICY

#### Probation

A student may be placed on probation for the following reasons:

- 1. Failure to follow Student Conduct Policy.
- 2. Failure to meet satisfactory academic progress.

Probation indicates that a student may continue participation in the course under certain conditions for a specific period of time, not to exceed one year.

When a student is placed under probation, a conference is scheduled with the student, administration, and any concerned faculty member to determine the requirement that must be met for the students to continue in the program. A specific timetable is set for meeting those requirements.

If the student is unable to rectify the problems discussed during the counseling session, they will be placed on a one week suspension. If the problem should arise again, the student will be dismissed from the school.

#### **Dismissal Policy**

Get Faded Barber College reserves the right to dismiss any student that does not comply with any school policy, at the school function. Re-entrance may be accepted if a student can demonstrate that conditions causing the situation have been resolved.

<u>ALL SATURDAYS AND HOLIDAYS ARE MANDATORY THAT TO INCLUDE BACK TO SCHOOL WEEKDAY</u> if you miss a Saturday/ Holiday without and approval by office staff you will be suspended for a week

#### **DROPOUT AND LEAVE-OF-ABSENCE POLICY**

Students with extenuating circumstances that anticipate being absent for more than 10 consecutive days can apply for a leave of absence. In Order to request a leave of absence, please provide prior written notification to your instructor must be signed and dated with specific reason for leave. Under no circumstances may a student exceed 90 days leave of absence time. Approval of leaves of absence shall be at the discretion of Get Faded Barber College Executive included new expected completion date.

You have the right to withdraw from a course of instruction at any time. Get Faded Barber College encourages you to discuss any problems that may be affecting your continued participation with your Get Faded Barber College Instructor.

# PROGRESS/GRADING SYSTEM

Get Faded Barber College training courses are based on a set number of competencies that a student must demonstrated though written tests and/or hands on performance. Students must successfully complete all prescribe competencies detailed in the training curriculum. Evaluation of student's achievement will be based on meeting the objectives for each class. Grade reports

are issued to students at the completion of each competency. Grades are based on the quality of work as shown by written tests, Particle work, and projects as indicated on the course syllabus. The grading scale is as follows:

<u>Letter grade</u>	<b>Quality Points</b>	<u>Percentage</u>
Α	4.0	100-90 %
В	3.0	89-80%
С	2.0	79-70%
D	1.0	69-60%
F	0.0	Bellow 59%

Get Faded Barber Faded College completes monthly student performance evaluation for all students. Monthly evaluations summarize participant's grades, attendance, and progress in meetings training expectations, perceived learning problems and projected progress to be made in the next month. Monthly performance is discussed with students.

#### **CERTIFICATE OF COMPLETION**

Students successfully completing the course of Barbering will be awarded a Certificate of Completion attesting to his/her successful completion of the program.

#### STUDENT CONDUCT POLICY

At the discretion of the school administration, a student may be dismissed from school for serious incident or repeated incident of the following: an intoxicated or drug state of behavior; possession of drugs or alcohol upon school premises; possession of weapons upon school premises; behavior creating a safety hazard to other persons at the school; disobedient or disrespectful behavior to another student, administrator, Instructor, or other stated or determined infraction of conduct.

All students must abide by the Get Faded Barber College code Ethics and Rules and Regulations.

Get Faded Barber College does not tolerate harassment of its participants. Any form of harassment of participants including harassment based upon pregnancy, childbirth or related medical conditions, race, religious creed, color, gender, national origin or ancestry, physical or mental disability, medical conditions including genetic characteristics, military or veterans status, marital status, registered domestic partner status, age, sexual orientation, or any other basis

protected by federal, state or local law or ordinance or regulation Harassment is a violation of this policy and will be treated as a disciplinary matter.

All students will be provided with a copy of Get Faded Barber College's discrimination policy. Discrimination in any activity is prohibited. If you believe you have been subjected to any illegal discriminatory actions you need to immediately report this situation to your instructor.

No student shall accept or give money, gifts, favors or considerations for any action that is in accordance with their regular barber training program. Participants shall refrain from proving staff with gifts, gratuities or favors that may be interpreted as an attempt to influence actions or as payment for training services.

Students shall not disclose confidential information to which they may be exposed to during daily contact with staff and other students, or use such information for personal gain or to discredit other students or staff.

Students have an obligation to put forth effort needed to reach their training goals and maintain a high standard of behavior throughout their participation in Get Faded Barber College program.

Students are required to practice honesty when preparing attendance and financial forms and when completing tests, examinations, class assignments and other tasks.

Student shall understand that Get Faded Barber College has a zero tolerance regarding weapons on campus. No knives, guns (pistols or rifles), bomb materials, bow & arrows, bazookas, tasers, stun guns, fireworks or anything that could be deemed a weapon by legal authorities

#### **CANCELLATION POLICY**

1. You have the right to cancel this agreement for educational services including any equipment and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. Business day means a day on which you were scheduled to attend a class. Cancellation or withdrawal occurs when you give a written notice of cancellation/withdrawal. You can do this by mail or in

person at 1601 Panama Lane D106, Bakersfield, CA 93307. The notice of cancellation, if mailed is effective when deposited in the mail, properly addressed with postage prepaid. This notice need not take any particular form; it needs only to state you wish to cancel the agreement. You will be given two notices of cancellation forms on the first day of class. If you cancel this agreement, the School will refund any money that you paid within 30 days after your notice is received.

2. Students are advised that notification of withdrawal or cancellation must be made in writing and the Cancellation Notice must be delivered or mailed to:

# Chief Operations Officer GET FADED BARBER COLLEGE

MAIN CAMPUS: 2500 New Stine Road suite 203, Bakersfield CA.93309 (661) 835-8245

- 4. If the School has given you any equipment, you shall return the equipment within 30 days of the date you signed a cancellation notice. If you do not return this equipment within this 30-day period, the School may keep an amount out of what you paid that equals the cost of the equipment. The total amount charged for each item of equipment shall be separately stated. The amount charged for each item of equipment shall not exceed the equipment's fair market value. The institution shall have the burden of proof to establish the equipment's fair market value. The school is required to refund any amount over that as provided above, and you may keep the equipment.
- 5. You have the right to withdraw from a program of instruction at any time. If you withdraw from the course of instruction after the cancellation period as in paragraph 1, the School will remit a refund less non-refundable registration fee and non-refundable STRF fee within 30 days following your withdrawal. You are obligated to pay only for educational services rendered and unreturned equipment. The refunds shall be the amount you paid for instruction multiplied by fraction, the numerator of which is the number of hours of instruction, which has not been received but for which you have paid, the denominator of which is the total number of hours of instruction

from which you have paid. If you obtain equipment, as specified on the first page of this agreement, and return it in good condition within 30 days following the date of your withdrawal, the School shall refund the amount paid by you for the equipment. If you fail to return the equipment in good condition within 30 days, the School may retain the lesser amount of a pro rata portion as described below (up to 60% of course completion) or documented cost of the listed equipment. You are liable for the amount, if any, by which the pro rata or documented cost of the equipment exceeds the refund amount. If the amount you have paid is more than the amount that you owe, then a refund will be made within 30 days of your withdrawal. If the amount that you owe is more than the amount you paid, then you will have to make arrangements to pay it.

6. If the student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

#### FEDERAL AND STATE FINANCIAL AID

Get Faded Barber College does not accept federal/state or VA funding at this time

#### **PAYMENT PLANS**

Get Faded Barber College\_has a "pay as you go" payment plan option for those that qualify.

#### **TUITION COSTS**

SCHEDULE OF CHARGES: Fees are payable prior to class start unless other arrangements
are made.
Additional charges are required for taking state board Exam. Additional training beyond the
scope of the course will be charged at \$10.00 per hour. Your payment schedule will be \$250.00
each month, commencing on/ for 8 Months until the balance is paid in full.
Student understands that payments are to be made to the school or assignee. If the Agreement
be assigned, Student will be bound by all of its terms and conditions. Payments which are 10
days delinquent m accrue a LATE CHARGE of the lesser of \$25, or maximum allowed by law. If
account is delinquent for over 90 days, the entire amount may become due and payable.
Returned Checks - A charge of \$35.00 will be made for any check returned by the bank.

**BARBER** 

TUITION FEE	\$ 6,305.00		
REGISTRATION FEE	\$ 75.00	(non refundable)	
BOOKS	\$225.00	(non refundable)	
SUPPLIES AND MATERIALS	\$ 1418.00	(non-refundable)	
STRF	\$0.00	(non refundable)	
TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE			\$ 8023.00
ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM			\$ 8023.00

# (Price is subject to change)

# **BARBER CROSSOVER**

TUITION FEE	\$ 2700.00		
REGISTRATION FEE	\$ 75.00	(non-refundable)	
BOOKS	\$ 225.00	(non-refundable)	
SUPPLIES AND MATERIALS	\$ 385.00	(non-refundable)	
STRF	\$0.00	(non-refundable)	
TOTAL CHARGES FOR THE CURRENT PER	RIOD OF ATTENDANCE		\$ 3,410.00
ESTIMATED TOTAL CHARGES FOR THE E	NTIRE EDUCATIONAL F	PROGRAM	\$ 3,410.00

# (Price is subject to change)

#### **BARBER CROSSOVER**

TUITION FEE	\$ 3700.00	
REGISTRATION FEE	\$ 75.00	(non-refundable)
BOOKS	\$ 225.00	(non-refundable)
SUPPLIES AND MATERIALS	\$ 1385.00	(non-refundable)
STRF	\$0.00	(non-refundable)

#### ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM

\$ 5385.00

# (Price is subject to change)

#### STUDENT TUITION RECOVERY FUND

#### **STUDENT SERVICES**

#### **ACCIDENT INSURANCE COVERAGEY**

"The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."

"It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.

- 2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
- 3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
- 4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
- 5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
- 6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
- 7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the

original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

You are covered by Get Faded Barber College and accident insurance coverage. Should you be injured while in training, your medical treatment will be covered up to the limits and with the conditions imposed by these policies. You may be expected to pay for items such as medical prescriptions, with reimbursement possible depending on policy coverage limitations. No Workers Compensation benefits are provided under this training program. Should you be injured while in training, at a job site or at Get Faded Barber College-sponsored activity, you must immediately report the injury/illness to a Get Faded Barber College Representative, failure to report injuries or accidents could result in loss of any potential insurance coverage.

#### **HOUSING ASSISTANCE**

This Institution has no responsibility to find or assist a student in funding housing.

This institution does not operate dormitories or other housing facilities. This institution does not provide assistance nor does it have any responsibility to asset students in finding housing. Housing in the immediate area is available in two story walkup and garden apartments. Monthly rent for one bedroom units is approximately \$900. A month. (wwwapartmentguide.com)

#### PLACEMENT ASSISTANCE

Get Faded Barber College has no job placement at this time nor will it have any type of job placement in the near future

#### STUDENT TOOLS

You will be provided, with all necessary tools, supplies, safety equipment and books required to participate in this program. It is not expected or encouraged that participants bring personal tools or supplies; Get Faded Barber College does not accept responsibility for lost, stolen or damaged personal items.

#### **LIBRARY**

Get Faded Barber College will not have an onsite library but students have access to reference texts and materials useful in completing the programs of study. The class room will have manuals, catalogs, and tutorial aides that can be used as reference. The materials available to students with any additional skills that will assist them in obtaining a job. Get Faded Barber College instructor has listings of general reference materials available online and at local public libraries, Each student will be given the required course textbooks the first Day of starting class. No outside books or materials are required in order to successfully complete the course. Reference materials are also available through community libraries.

#### PROFESSIONS – REQUIREMENT FOR ELIGIBILITY FOR LICENSURE

You have no outstanding fines with the Board of Barbering and Cosmetology

You are trained in an approved California School

Have submitted a valid, completed proof of training document (proof of training must be submitted to the board of barbering and cosmetology at P.O. Box Sacramento, California 94244-2260 Attn: Online Transaction)

The Registration Barber License will be granted by the Barbering and Cosmetology Board only after the student has successfully completed and graduated from either of the barber courses described previously and passed the Barber Examination with an overall average score of 75%

#### STUDENTS RIGHTS AND RESPONSIBILITIES

# The students have the right to ask the school:

The name of its approval and licensing organizations.

- 1. About its program, and other physical facilities, and its faculty
- 2. What is the cost of attending classes
- 3. What financial assistance is available, including information on all federal, state, local, private, and institutional financial aid program.
- 4. How the school determines whether you are making satisfactory progress and what happens if you are not.
- 5. What special facilities and services are available to the handicapped

6. To submit a complaint either through Get Faded Barber College Grievance Procedure or through BPPE Complaint Process

#### It's the student's responsibility to:

- 1. Review and consider all the information about the school program before enrolling.
- 2. Pay special attention to the application for employment and training assistance.
- 3. Provide all documentation, corrections, and/or new information requested by the eligibility officer.
- 4. Notify the school of any information that has changed since you applied.
- 5. Read, understand, and keep copies of all forms you asked to sign.
- Understand and comply with the enrollment status, financial charges, financial terms, time allowed to complete, refund policy and termination procedures as specified in the enrollment contract you will be asked to sign.
- 7. Student will be in the proper uniform during school hours (closed toe shoes, Neutral color Jeans or Jean shorts, and smock No Yoga Pants No short shorts).
- 8. No cell phones allowed during school hours (clocked in hours).

#### STUDENT CATALOG

The student Catalog, published once a year, is a comprehensive guide to school policies and services that as a student at Get Faded Barber College you have a right to receive. To help you achieve your vocational goals it is recommended that you carefully read all the policies and procedures in the School Catalog. Get Faded Barber College will update the vocational training catalog annually. The update will include a review of curriculum, update of BPPE requirements and review of course tuition/tools prices. If a major adjustment is needed prior to the annual review an addendum will be printed for inclusion in the school catalog.

Updates the catalog yearly and is subject to change

#### **Students Copy of School Catalog**

Get Faded Barber College policies require that students interested in vocational classroom training be provided with a copy of the school catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which also must be provided to you before signing an enrollment agreement.

Prospective Students or members of the public may pick up Get Faded Barber College School Catalog at our institute or they may request a copy be mailed to them.

Any student who chooses to enter Get Faded Barber College must sign this receipt of the School Catalog to document compliance with this requirement, Get Faded Barber College must also attest to the provision of a School catalog.

# Copy for Student's File

I HAVE RECEIVED A GET FA	ADED BARBER COLLEGE SCHOO	OL CATALOG
Print Name		
Student Signature	Date	

Get Faded Barber College 2500 New Stine Road suite 203 Bakersfield Ca 93309