



# BeyondBeauty

INSTITUTE

Cosmetology, Esthetics, Nail Technology, Hair Design, & Advanced Esthetics

## **Student Handbook**

**3771 E Desert Inn Rd, Las Vegas, Nv 89121**

**[www.beyondbeautyinstitute.com](http://www.beyondbeautyinstitute.com)**

**(725)-214-4575**

**License Number SC-44988**

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## MISSION STATEMENT

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**Beyond Beauty Institute**'s mission is to produce highly trained and well prepared graduates for salons. We are committed to excellence in cosmetology arts and sciences. Educational systems and programs are updated constantly to keep the student's interests first and our educational quality high and to prepare the student to pass Nevada State Boards exam.

## HISTORY

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**Beyond Beauty Institute** in Las Vegas was founded and duly incorporated under the laws of Nevada as a for-profit educational institution in June 2022.

## COMMUNITY

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**Beyond Beauty Institute** is located in Las Vegas, Nevada. This thriving city has cultural and art facilities, many sports teams, shopping malls, casinos, and conventions throughout the year.

## FACILITIES AND EQUIPMENT

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**Beyond Beauty Institute** is a 6,000+ square foot facility. It includes a spacious salon, nail area, skin care department, student lounge, classrooms, learning resource center and offices located in 3771 E Desert Inn Rd Las Vegas Nv, 89121. Our telephone number is 725-214-4575.

## STUDENT RESPONSIBILITY FOR CATALOG INFORMATION

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Each student is responsible for knowing the information in this catalog. **Beyond Beauty Institute** reserves the right to change policies and/or to revise curriculum.

## INSTITUTIONAL POLICIES

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### **Non-Discrimination Policy**

Beyond Beauty Institute admits students without regard to race, age, sex, gender, sexual preference, creed, religion, color, citizenship, national origin, ethnic origin, genetic information or disability.

### **Certification of Graduation Policy**

Beyond Beauty Institute is committed to providing the highest quality training for its students so that, upon program completion, they are not only thoroughly qualified to practice all aspects of the cosmetology, nail technology, and/or esthetics profession but are also well-trained in the operational aspects of working in or managing a salon. For that reason, it will not

compromise its standards of instruction and will not limit the training experiences that students receive. Beyond Beauty Institute strictly adheres to the following standards to certify students as graduates:

- Every student must successfully complete all clock hours required for the program in which he or she is enrolled. **No clock hours will be excused and any clock hours missed must be made up.**
  
- Beyond Beauty Institute will not certify any student as a graduate until all required program hours have been successfully completed. **Requests from students for certification as eligible to sit for a State of Nevada or another state's licensing exam will not be honored until all required program hours have been completed.**
  
- As part of their clinical learning experiences, all students are required to perform those typical duties such as laundering, cleaning the salon, and performing product and supplies inventories that are normally required in an operating salon. **These learning experiences are part of the educational program and do not qualify students as employees or contract workers of Beyond Beauty Institute or of its salon clinics. Nor are students entitled to payment of any type for performing these experiences.**

Accepting an offer of admission into Beyond Beauty Institute by signing an Enrollment Agreement is considered the student's acknowledgement that he or she understands, accepts, and agrees to be bound by each of the above conditions.

### **Family Educational Rights and Privacy Policy**

Beyond Beauty Institute complies with the Family Educational Rights and Privacy Act (FERPA) of 1974 which is designed to protect students' rights with regard to educational records maintained by the school. Under FERPA, a student has the following rights:

1. The right to inspect and review his/her educational record(s) within 45 days after submitting a written request to the Authorized School Official to view those records. The Authorized School Official must make arrangements and notify the student as to when and where the records may be reviewed.

2. The right to make a written request for correction or amendment of any information that the student believes to be inaccurate.
3. The right to a hearing to appeal the school's denial of his or her request to amend or correct their records.
4. The right to have his/her records kept confidential and not released without the student's written consent, except for directory information which includes the student's name; program of study; dates of attendance; honors or awards received; and, participation in school-sponsored activities;
5. The right to submit a written request to keep his/her directory information confidential;
6. The right to have confidential information from his/her file released directly to the student; and,
7. The right to file a complaint with the U.S. Department of Education (DOE) against Beyond Beauty Institute for claims that the school failed to comply with the provisions of FERPA, at DOE/Family Policy Compliance Office, 600 Independence Avenue, SW, Washington, DC 20202-4605.

Under FERPA, Beyond Beauty Institute has the following rights, without a student's consent:

1. The right to disclosure personally identifiable information contained in a student's education records to the school officials with legitimate educational interests. A school official is a Beyond Beauty Institute employee in an administrative, supervisory, academic or research, and support staff position. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility;
2. The right to disclose personally identifiable information contained in a student's education records to persons or organizations providing students financial aid, accrediting agencies carrying out their accreditation function, persons in compliance with a judicial order,

and persons who, in emergency, seek to protect the health or safety of students or other persons; and,

3. The right, after making a reasonable attempt to notify student, to disclose the student's education records to officials of another school in which a student seeks or intends to enroll.

## **CODE OF CONDUCT POLICY**

Disrespect for the Institute's instructional process and its learning environment by a student's misconduct will not be tolerated. Any student whose inappropriate behavior disrupts classroom instruction, salon training, clocks in and leaves campus, or any student who refuses to perform a skill when and as directed by the educator in the salon may be subject to suspension from the classroom or salon and will be sent home for the remainder of the day. The hours that the student misses because of the suspension must be made up and the over-contract fee will be applied to those hours. Any student who commits a second instance of unacceptable behavior in either the classroom or salon area is subject to termination.

## **ADMISSIONS**

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### **Admissions Policy**

Students are admitted on the basis of educational background, aptitude and commitment. Beyond Beauty Institute does not admit ability-to-benefit students.

### **Policy For Students with Disabilities**

For persons who otherwise meet the admissions requirements of Beyond Beauty Institute but who may have a physical disability that could impact their pursuit of an educational program at the school should consult with the Institute's Director before applying for admission by following the process below. The Director is responsible for coordinating compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990 (RA/ADA).

The fields of cosmetology, ethology, and massage therapy require manual dexterity and the physical ability to move around. Beyond Beauty Institute will work with the applicant with a

disability as defined by the RA/ADA, or a student who later becomes disabled, to determine whether reasonable accommodations can be effective and/or are available.

### **The Process:**

Any qualified individual with a disability requesting an accommodation or auxiliary aid or service should follow this procedure:

- Notify the Director in writing of the type of accommodation needed, date needed, documentation of the nature and extent of the disability, and of the need for the accommodation or auxiliary aid. The request should be made at least four weeks in advance of the date needed. The Director is available by phone for questions or additional information at 725-214-4575.
- The Director will respond within two weeks of receiving the request.
- If the accommodation request is denied, reconsideration of the decision can be requested by contacting the Director within one week of the date of the response. A detailed statement of why and how you think the response should be modified.

### **Admissions Requirements**

The following are required for admission to all programs at Beyond Beauty Institute:

- Complete and submit an enrollment application.
- Pay the registration fee.
- Provide proof of U.S. citizenship or permanent residence status.
- Provide a copy of a government-issued photo ID;
- Provide a copy of one of the following:
  - a U. S. high school diploma or high school transcript with graduation date.
  - a GED or its recognized equivalent.
  - a home-schooled certificate or transcript that follows the appropriate State requirements and guidelines from the school district where the student was home schooled; or,
  - a college diploma or official transcript of college studies.
  - If any of the above documents is from a non-U.S. institution, additional verification of the credential and, if necessary, a certified translation will be required.
- Interview with the school's admissions director and complete an Institute tour; and,
- Complete and sign an Enrollment Agreement.

## **Admissions Process**

Applicants are given an Institute tour and undergo an in-depth interview with the admissions director regarding the programs of study and the student services available for students. They are provided with a current Institute catalog that, among other information, contains the code of conduct for students, and consumer information. The applicant is given ample opportunity to ask any questions he or she may have about the programs, services, or other school-related topics.

Following their visit to the campus and a thorough review by the school of all documents required to determine that admissions criteria have been met, Applicants are notified as to whether they have been accepted for admission. During the admissions process they are notified of the date they should attend the required new-student orientation, class start date and projected graduation date.

## **Transfer of Clock Hours/Credit Hours Policy**

Beyond Beauty Institute will consider accepting clock hours or credits converted to clock hours after carefully evaluating the transfer student's academic records. The following conditions apply:

- The course or subject matter for which a student is seeking to transfer clock hours or credit hours must be comparable to courses or subject matter in the curriculum taught by Beyond Beauty Institute.
- The student must have earned a grade of 85% or higher for all clock or credit hours he or she is trying to transfer.
- An official academic transcript reflecting the clock hours or credits earned and being requested for transfer should be sent directly from the former institution to Beyond Beauty Institute. Alternatively, the Institute will accept a sealed transcript from the former institution delivered by the student. If there is any question as to the validity of a transcript delivered by the student, an official transcript sent directly to the school from the former institution will be required.
- Students cannot transfer more than 75% of the total clock hours required for a program's completion. A minimum of 25% of the clock hours required for completion of the academic program must be taken at the Institute.

- If the clock or converted credit hours are accepted on transfer, the student will be placed into an existing class based on the level of completion recorded on their transcript.
- Transfer students will pay per clock hour for the remaining hours to fulfill graduation requirements

Each transfer request is evaluated on an individual basis and the decision of the Beyond Beauty Institute director of education to accept or reject transfer clock hours is final. Transcripts should be provided before the start of a program. If transcripts are provided more than 60 days after the start of a program, they can't be considered for transfer hours.

### **Transfer Students Under A Teach-Out Agreement**

1. If Beyond Beauty Institute has signed a teach-out agreement with another institution, clock or credit hours earned by students from that institution will be accepted according to the terms of the teach-out agreement.
2. The transfer student will receive credit for the hours, tests and services completed. Their hours will be transferred into the appropriate program and they will finish out with the remaining hours of the current Beyond Beauty Institute program.

### **Transfer Students from a Closed Institution**

Previously earned clock or credit hours for students transferring from a closed institution which did not have a teach-out agreement with Beyond Beauty Institute will be considered under the Transfer of Clock Hours/Credit Hours Policy. It will be the sole responsibility of the transferring student to obtain an official copy of his or her transcript from the closed institution or from the official repository that is permanently storing the closed institution's academic transcripts.

### **Transferability of Beyond Beauty Institute Credits**

The transferability of credits or clock hours to another institution is determined by the receiving institution. It is the student's responsibility to confirm whether clock hours earned at Beyond Beauty Institute will be accepted by another institution of the student's choice.

## POST-ADMISSION

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### **Orientation**

All programs have a complete orientation for new students before the first day of classes. Attendance at orientation is mandatory.

### **Books and Kits**

All students must purchase the books and supplies kit that are required for their particular program of study. Every student must have the required books and complete supplies kit in order to begin their studies.

As a recognized and approved cosmetology arts school, Beyond Beauty Institute is able to buy these items at wholesale prices from suppliers who sell only to licensed professionals and cosmetology colleges. Savings from these purchases are reflected in prices students pay.

With one exception, **textbook and kit items are not refundable** if purchased through the Institute. If a student cancels his or her enrollment during the cancellation period only and has not opened, used, or damaged the kit or textbook(s) in any way, these items may be refunded. (See the "Cancellation of Enrollment Policy, **page 33.**)

The Institute reserves the right to change books and kit items as needed. Costs for textbooks and kit items are listed under the cost of tuition and fees for each Program of Study.

### **Uniforms**

Students must wear school-approved black professional apparel and shoes.

### **Class Size**

To ensure that every student gets the time, attention, and experiences they need during their education and training, Beyond Beauty Institute limits the class size to 20 students per educator for all programs and limits the salon area to 18 students per educator.

## **Extra Education**

In addition to the curriculum in each program of study, students are given the opportunity to attend and participate in special sessions and lectures given by guest speakers who are highly skilled and widely recognized within their area of expertise. These opportunities are intended to expand and enhance the quality training that students are already receiving in their Beyond Beauty Institute programs of study.

## **GRADUATION**

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As detailed in the "Certification of Graduation Policy" on **page 5** of this catalog, no student will be certified as a graduate until all clock hours required for his or her program of study have been completed. Additionally, the student must have completed all required services and exams and must have fulfilled all financial obligations to the school. When all these requirements are met, the student is eligible to be awarded a diploma.

## **ACADEMIC POLICIES**

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### **Make-up Hours Policy**

Students who are behind in the number of hours completed or who have scheduled time off may come in during their unscheduled time to make up hours, if approval to do so has been given by their educator. Make-up work and assignments must be scheduled by the student with their educator. Students must comply with the conditions of the "Attendance Policy" on **page 20** in order to make up missed hours.

Time can be made up in the student salon only if a station is available. Any one of the following constitutes a station: styling station, manicure station, pedicure station, facial treatment table, front desk, dispensary or laundry.

Time missed in a class can be made up if it does not interfere with the student's current class or student salon area schedule. The student's presence must be approved by the educator who is facilitating the class and is conditioned on the student's presence not exceeding the class-size limit of 20.

If a student does not follow through with his or her commitment for the make-up hour(s), he or she may be denied future make-up hour requests.

## **Over-Contract Hours Policy**

At the time of enrollment, each student is given a date by which their studies should be completed, based on the total number of clock hours in their program. This **completion date** is included in their Enrollment Agreement.

If the student does not complete his or her training by that completion date, the student will be charged **\$10** per clock hour for every hour beyond the total clock hours required for program completion, up to the **maximum time frame** allowed for a student to complete his or her program of study.

Additionally, if a student's absences exceed 10% of the total clock hours required for program completion, those additional absences will be treated as **over-contract** hours and must be made up at the cost of \$10 per hour as described in the Institute's "Attendance Policy" on [page 20](#).

Any payment arrangements that a student requires must be agreed upon by the Institute and the student. As indicated under the "Certification of Graduation Policy" on [page 5](#), all financial obligations must be completed before a student is certified as a graduate. **Title IV financial aid funds cannot be used to pay over-contract fees.**

## **SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY**

All students attending Beyond Beauty Institute must abide by the Institute's satisfactory academic progress policy during their enrollment.

### ***Explanation of SAP***

The U. S. Department of Education requires that students meet minimum standards of academic performance and progress. Beyond Beauty Institute has incorporated those standards into its own and requires all students to meet the standards of SAP identified below.

The SAP policy tells you:

- What cumulative grade-point average you need to maintain;
- How quickly you need to be moving toward graduation (for instance, how many clock hours you should have successfully completed by the end of each SAP evaluation point);
- How a grade of incomplete, a withdrawal, a repeated course, or transfer of clock hours from another school will affect your satisfactory academic progress;
- How completing one Beyond Beauty Institute program of study and enrolling in another program at the school may affect your satisfactory academic progress;
- How often the Institute will evaluate your academic progress;
- What will happen if you fail to meet the SAP standards at any evaluation point;
- When you can appeal the Institute's decision that you have not made satisfactory academic progress and the conditions for that appeal; and,
- How you can regain satisfactory progress and, if you are a Title IV student financial aid recipient, how you can regain eligibility for federal student aid after failing a SAP standard.

All students are required to meet the standards of academic performance that are outlined in the sections below and they are evaluated regularly to determine that the standards are met. These standards have multiple components:

- A minimum cumulative grade point average requirement (CGPA);
- A minimum successful completion rate based on all clock hours attempted (taken); and,
- A maximum time frame (MTF) requirement to successfully complete all required clock hours for your program of study.

As described below, each student must achieve the **minimum CGPA of 85%** within the MTF established, achieving the **required completion rate of 70%** at each evaluation point. Failure to meet these standards may result in dismissal from the program and in ineligibility to earn the diploma.

### ***Maximum Time Frame (MTF)***

The MTF is calculated using the total clock hours required for each program and is computed from the very first clock hours in which the student enrolled and originally began his or her studies in the program.

The MTF that any student has to complete his or her program of study is 150% or 1.5 times the total number of clock hours required for the program of study. The following table shows the MTF for each Beyond Beauty Institute program.

### ***Maximum Time Frames***

<b>PROGRAM OF STUDY</b>	<b>TOTAL CLOCK HOURS REQUIRED</b>	<b>MAXIMUM TIME FRAME (MTF)</b>
Cosmetology	1600	2400
Nail Technology	600	900
Esthetics	600	900
Hair Design	1000	1500
Advanced Esthetics	900	1350

*\*This course is still in preparation.*

### **Example of How MTF Works:**

The Cosmetology program requires 1600 clock hours to complete. Any student in the program who receives a passing score in each course taken without failing or dropping any course will complete the program after completing those 1600 hours.

Students who fail or drop a course will have to repeat the course, which means the student has to take more clock hours to earn the 1600 clock hours that must be successfully completed to complete the Cosmetology program.

### **MTF for Transfer Students**

The MTF will be adjusted for students who successfully transfer in clock hours earned from other institutions. The total number of hours the student will need to complete his or her program after receiving transfer hours will be multiplied by 1.5 to determine that student's MTF.

***Any student who does not successfully complete the program within the MTF cannot earn the diploma for his or her program.***

### ***SAP Evaluation Points***

Beyond Beauty Institute reviews the academic performance of every student on an established schedule of evaluation points. The table on the following page identifies those evaluation points for each program.

### ***SAP Evaluation Points***

<b>PROGRAM OF STUDY</b>	<b>1<sup>ST</sup> Evaluation Point</b>	<b>2<sup>ND</sup> Evaluation Point</b>	<b>3<sup>RD</sup> Evaluation Point</b>	<b>4<sup>TH</sup> Evaluation Point</b>
Cosmetology	400	700	1000	1300*
Esthetics	200	400*	550	n/a
Nail Technology	200	400*	550	n/a
Hair Design	300	600	900	
Advanced Esthetics	250	500	750	1000

\*Students who must take over-contract hours will be evaluated for academic progress after the completion of each course or salon practice/exercise.

### ***Actions for SAP Failure***

A student is making satisfactory academic progress if both of the following conditions are met:

- The student has a CGPA of at least 85% for all courses taken during his or her enrollment;
- and,

- The student has successfully completed at least 70% of all clock hours attempted during his or her enrollment.

A student who does not meet both requirements is subject to one or more of the actions indicated below.

### **Financial Warning**

For the first time that any student falls below 85% or the successful completion rate falls below 70% of all clock hours attempted, that student will be placed on warning until the next evaluation point. With possibility of losing scholarship if one was applied.

The student will have until the next evaluation point to raise the CGPA to 85% or higher and/or the completion rate to 70 or better.

### **Academic Probation**

A student who does not meet the minimum SAP standards by the next evaluation point after being placed on warning will lose eligibility for scholarship and will be placed on probation.

### **Academic Probation**

Students who have been placed on academic probation may appeal that action based on mitigating circumstances. If the appeal is successful, the student will be removed from probation but must achieve SAP by the next evaluation point or will be academically dismissed.

Students whose appeals were not accepted as well as those who chose not to appeal will remain on academic probation until the next evaluation point. They must accept an academic improvement plan prepared by the Education Director and must comply with the terms and conditions of that plan.

The student must meet the required SAP standard by the next evaluation point or must be satisfying all terms and conditions of his or her academic improvement plan. Otherwise, the student will be academically dismissed from the college.

## **Appeals**

Any student who has been placed on financial aid probation or on academic probation for the first time but thinks that there were mitigating circumstances that caused him or her to fail the SAP standard(s) may file a written appeal. The appeal, with supporting documentation of the mitigating circumstances, must be submitted to the School Director, who will make the decision whether to accept the student's appeal.

The appeal must follow the guidelines listed below.

- The appeal must be in writing.
- The appeal must be based on verifiable mitigating circumstances such as injury, illness, death of a relative, or a major circumstance beyond the student's control.
- The student must appeal within 5 days of the notification of the probation determination.
- The student must be able to complete the program within the 150% maximum time frame. No appeal will be allowed for any student who cannot graduate within the maximum completion time frame.
- The appeal must outline why the student could not maintain satisfactory progress and what conditions have changed that would allow the student to complete the program within the maximum time frame.
- The Institute will develop an academic plan to assist the student in regaining SAP by the next evaluation point or in making progress toward doing so.

Appeals will be reviewed on a case-by-case basis. The Institute will notify the student of the results of the appeal as soon as possible, but no later than 5 business days following the decision of an appeal.

## **Re-establishing Satisfactory Academic Progress**

A student who has failed SAP can only regain satisfactory academic progress by achieving a CGPA of 85% and a successful completion rate of 70% of all clock hours attempted. Satisfactory progress must be attained before the maximum time frame, MTF, is reached for the program.

## **Academic Dismissal**

Any student who fails to meet SAP at the end of Financial Probation or Academic Probation period will be dismissed from the Institute.

Any student who has been academically dismissed will not be considered for readmission to Beyond until the next new-class start date. The student must first submit a written request for readmission to the Institute director, explaining how changed circumstances will permit the student to resume and successfully complete their studies.

If that request is approved, the student will have to do the following: reapply for admission; satisfy all admissions criteria in effect at the time; satisfy any outstanding financial obligations to the institution; and, retake any failed classes before proceeding to other courses.

Any student who cannot successfully complete all of his or her program within the 150% maximum time frame is not eligible for readmission.

## ***Grading Scale***

The scale below is used by the Institute to evaluate the work of all students. Unless indicated otherwise, all grades earned are included in a determination of a student's cumulative grade point average, CGPA, and the clock hours for each course are included in a determination of the student's successful completion rate of all clock hours attempted (taken).

The CGPA is calculated by dividing the total grade points earned in the student's program to date by the total number of clock hours attempted. The completion rate is computed by dividing the total number of clock hours passed by the total number of clock hours attempted.

<b>Percent Value</b>	<b>Description</b>
100 - 95%	Above Average
94 – 85%	Average

84 – 75%	Below Average
74% and below	Unsatisfactory

The following additional grades may be assigned but they have no percent (grade) value:

I	Incomplete
T	Transfer Credit
W	Withdrawal

“I” – A grade of “I” (Incomplete) is not a final course grade, has no percent (grade) value, and is not included in either CGPA or successful completion rate calculations. Incompletes may be given by the educators when the student is making every attempt to learn a skill or subject but requires additional time to complete the work successfully. Educators determine the time to complete the work. The student will be given a deadline and description of the work that must be completed.

“T” – Transfer clock hours and converted credit hours are not assigned any percent (grade) value and are not included in CGPA determinations. The transfer hours are included in a calculation of the total hours successfully completed.

“W” – A grade of “W” is assigned to a student who has withdrawn from a course. It has no percent value and is not included in either CGPA or successful completion rate calculations.

### ***Repeated Courses***

The new grade for a failed course that has been repeated will not replace the prior grade. Both the grade earned, and the clock hours taken for the repeated course will be included in the SAP calculations.

### ***Change of Program***

A student who wishes to change programs must complete a new enrollment agreement. All courses and clock hours successfully completed in the previous program that are applicable to the new program will be transferred. The maximum time frame, MTF, for the new program will be calculated reducing the MTF by the number of successfully completed clock hours transferred.

A student who is on academic probation at the time of the program change will remain on academic probation in the new program for one semester and must achieve the minimum SAP standard by the end of that time to remain enrolled in the college.

### ***Additional Diploma***

A student who has successfully completed any one of the Institute's programs and who wishes to enroll in another Institute program must complete a new enrollment agreement. He or she must also meet all requirements for admission. Satisfactory academic progress will be evaluated solely on the student's academic performance in the new program.

### ***Attendance Policy***

Attendance is required of each student and is necessary for the successful completion of each program of study. Students are expected to attend 100% of all classes. The maximum percent of absences that may be made up according to the Institute's "Make-up Hours Policy" on **page 12** is 10% of the total clock hours needed for program completion.

Hours missed because of additional absences in excess of the 10% will be treated as **over-contract** hours and must be made up at the cost of \$10 per hour as described in the Institute's "Over-Contract Hours Policy" on **page 13**.

***Students should understand that, although they may be able to miss up to 10% of their regularly-scheduled class and salon times, they are still required to complete the total number of hours required for their program of study within the maximum time frame.***

### ***Suspensions***

Beyond Beauty Institute will impose a 1-day suspension for each of the following events. A suspension day is treated as an over-contract day and the hours missed must be made up at the rate of \$10 per hour.

❖ A student will be suspended for 1 day, if tardy more than 3 times in one month. Students must be on time as tardiness inhibits the learning experience.

❖ A student's failure to call in prior to his or her scheduled class or clinic time or failure to submit an absence request in advance is considered a "no call/no show." A student who is a "no call/no show" will be suspended for 1 day.

❖ A student will be suspended for 1 day, if unexcused absences have occurred more than 3 times in one month.

Excused absences include the following:

- Requested time off, submitted in writing 5 days in advance and approved by an educator.
- Student's illness or that of a student's child, provided that documentation from a physician, nurse practitioner, physician assistant or other medical professional is submitted;
- Documented serious illness or death of an immediate family member.
- Car accident.
- Jury duty; or,
- Documented mitigating circumstances beyond the student's control.

**Students who accumulate 3 suspensions will be subject to termination.**

### **Leave of Absence Policy**

A student may be granted a leave of absence (LOA) in cases of extreme emergency such as serious personal or family health issues, death of an immediate relative, military or jury duty, or financial hardship. Any student granted a leave of absence will have grades of "I" (Incomplete) assigned for each course and, after the approved leave expires, must return to complete all unfinished coursework and exams. Upon student's completion of any outstanding work, the grade of "I" will be changed to the actual final grade earned for the course.

When the student returns from a leave of absence, his or her satisfactory academic progress (SAP) status prior to the LOA remains unchanged.

The LOA must be requested and approved in writing prior to LOA occurring. Emergency LOA, without prior written request, may be granted provided the student completes the LOA form and returns it to Beyond Beauty Institute via mail or in person within a reasonable resolution of the emergency.

The day the student returns from a LOA, the student is required to inform the financial aid education office of his or her return. The student's contract will be extended for the same number of days that the student was on LOA without any penalty to the student.

The maximum amount of time allowed for one or more LOAs in a 12-month period is 180 calendar days. Beyond Beauty Institute permits more than one LOA provided the total number of leave days does not exceed the 180-day maximum.

If a student does not return from a LOA within the 180-day maximum, his or her enrollment in the Institute will be terminated.

## RE-ENTRY POLICY

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All academically dismissed students who are approved for readmission will enter with the same satisfactory academic progress status as when they were terminated, withdrew, or did not return from an approved leave of absence regardless of how long they were gone.

## PROGRAM MEASUREMENT INFORMATION

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### **Clock Hour**

Beyond Beauty Institute uses clock hours to measure the length of its courses and programs.

A clock hour is defined as a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor.

### **Normal Completion Time**

Students who remain on track with their studies and do not fail or drop any courses normally complete the program within the following time frame:

<b>PROGRAM OF STUDY</b>	<b>Normal Completion Time (Full Time-Day)</b>	<b>Normal Completion Time (Part Time-Day)</b>	<b>Normal Completion Time (Part Time-Night)</b>
Cosmetology	10 months	15 months	20 months
Esthetics	4 months	6 months	8 months
Nail Technology	4 months	6 months	8 months
Hair Design	6 ½ months	8 months	12 ½ months
Advanced Esthetics	6 months	7 ½ months	11 ½ months

These are estimates.

### **Course Numbering System**

The institution follows an independent course numbering system to assign courses in accordance with program requirements. The system is designed to identify courses and differentiate the level of study. Courses are numbered sequentially and assigned a letter prefix depicting the program title.

## **PROGRAMS OF STUDY**

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### **Cosmetology**

Clock Hours: 1600 Hours

Tuition and books & kit fees are as follows:

Registration Fee:     \$100.00

Tuition:                 \$16,000.00

Books & Kit: \$2,800.00  
 Total Cost: \$18,900.00  
 Program length: 10 months (Full Time),  
 15 months (Middle Time)  
 20 months (Part Time)

**Description**

The 1600-hour Cosmetology training at Beyond Beauty Institute includes theory and practical instruction that prepares the student to perform all aspects of the cosmetology program. The training includes two types of learning: theoretical knowledge and the practical experience to build the skills needed to be successful in the profession.

**Program Objective**

To provide students with the knowledge and skills needed to pass the State of Nevada exam and that of other states to practice as licensed cosmetology professionals and to teach them the business aspects of salon operation, management, and ownership.

**Program Outline:**

Course	Class Description	Total Hours	Allocation of Clock Hours		Services
			Theory	Lab	
Cap. 1	Theory	220	-	-	-
Cap. 2	Nevada Law	20	-	-	-
Cap. 3	Miscellaneous	100	-	-	-
Cap. 4	<b>BLOW. DRYING AND WET HAIR STYLING</b>	80	-	-	-

Cap. 5	NAIL EXTENSIONS & WRAPS	80	-	-	-
Cap. 6	SKIN CARE, HAIR REMOVAL, LASHES & MAKEUP	100	-	-	-
Cap. 7	COLOR AND BLEACH	200	-	-	-
Cap. 8	HAIR CUTTING	175	-	-	-
Cap. 9	MAICURE / PEDICURE	60	-	-	-
Cap. 10	MODELING / STUDY TRIPS	60	-	-	-
Cap. 11	CHEMICAL TEXTURE	150			
Cap. 12	DISPENSARY / SALON MANAGEMENT	75			
Cap. 13	HAIR TREATMENTS AND SHAMPOO	80			
Cap. 14	THERMAL SERVICES	80			
Cap. 15	INFECTION CONTROL	50			
Cap. 16	HAIR EXTENSIONS & BRAIDING	70			
	<b>Totals</b>	1600			

### Esthetics

Clock Hour: 600 Hours

Tuition and books & kit fees are as follows:

Registration Fee: \$100

Tuition: \$10,860.00

Books & Kit: \$2,215.00

Total Cost: \$13,175.00

Program length: 04 months (Full Time)  
 06 months (Middle Time)  
 08 months (Part Time)

**Description**

The 600-hour Esthetics training at Beyond Beauty Institute includes theory and practical instruction that prepares the student to perform all aspects of the esthetics program. The training includes two types of learning: theoretical knowledge and the practical experience to build the skills needed to be successful in the profession.

**Program Objective**

To provide students with the knowledge and skills needed to pass the State of Nevada exam and that of other states to practice as licensed esthetician professionals and to teach them the business aspects of salon/spa operation, management, and ownership.

**Program Outline:**

<b>Course</b>	<b>Class Description</b>	<b>Hours</b>	<b>Theory</b>	<b>Lab</b>
Ch. 1	Theory	75	-	-
Ch.2	Nevada Law	15	-	-
Ch.3	Business Fundamentals	25	-	-
Ch.4	Massaging	45	-	-
Ch.5	Waxing	120	-	-
Ch.6	Facial Treatments	75	-	-
Ch. 7	Packages & Masks	40	-	-
Ch. 8	Makeup Application	50	-	-

<b>Ch. 9</b>	<b>Eyebrows and eyeashes enhancement</b>	40	-	-
<b>Ch. 10</b>	<b>Infection Control</b>	50	-	-
<b>Ch. 11</b>	<b>Modeling</b>	25	-	-
<b>Ch.12</b>	<b>Electronic Devices</b>	40	-	-
	<b>Total</b>	<b>600</b>		

***The number of services listed is the minimum required to graduate. Students are encouraged to complete additional services to enhance their practical experience.***

### **Nail Technology**

Clock Hours: 600 Hours

Tuition and books & kit fees are as follows:

Registration Fee: \$100.00

Tuition: \$9,174.00

Books & Kit: \$1,940.00

Total Cost: \$11,214.00

Program length: 04 months (Full Time) or 08 months (Part Time)

### **Description**

The 600-hour Nail Technology training at Beyond Beauty Institute includes theory and practical instruction that prepares the student to perform all aspects of the nail technology program.

The training includes two types of learning: theoretical knowledge and the practical experience to build the skills needed to be successful in the profession.

## Program Objective

To provide students with the knowledge and skills needed to pass the State of Nevada exam and that of other states to practice as licensed nail technologist professionals and to teach them the business aspects of salon/spa operation, management, and ownership.

## Program Outline:

Course	Class Description	Total Hours	Allocation of Clock Hours	
			Theory	Lab
Nevada Law		15	15	0
Theory	Theory	75	0	0
Ch. 1	History and Career Opportunities	5.6	3.3	2.3
Ch. 2	General Anatomy and Physiology	5.6	3.3	2.3
Ch. 3	Skin Structure, Disorders, and Diseases	6.6	3.3	3.3
Ch. 4	Nail Product Chemistry	5.6	3.3	2.3
Ch.5	Nail Product Chemistry	5.6	3.3	2.3
Ch. 6	Manicuring	5.6	3.3	2.3
Ch. 7	Pedicuring	5.6	3.3	2.3
Ch. 8	Electric Filing	5.6	3.3	2.3
Ch. 9	Nail Tips and Forms	5.6	3.3	2.3
Ch.10	Nail Resin Systems	5.6	3.3	2.3
Ch.11	Monomer Liquid and Polymer Powder Nail Enhancements	5.6	3.3	2.3

<b>Ch.12</b>	<b>Gel Nail Enhancements</b>	5.8	3.5	2.3
<b>Ch.13</b>	<b>Nail Art</b>	6.6	3.3	3.3
	<b>Total</b>	<b>165</b>	<b>58.1</b>	<b>31.9</b>

## Hair Design

Clock Hours: 1000 Hours

Tuition and books and kit rates are as follows:

Registration fee: \$ 100.00

Tuition: \$ 11,000.00

Books and kit: \$ 1,538.08

Total cost: \$ 12,638.08

Program duration: 6 months (Full time),

7 ½ months (Intermediate time)

11 ½ months (Part-time)

In our Hair Design program, students will master the art and science of hair styling, cutting and coloring. Through hands-on training and classroom instruction, students will learn the latest techniques in hair cutting, styling, chemical treatments and hair care. The program also covers essential topics such as client consultation, hygiene practices, and business management skills necessary for a successful career in the beauty industry. Graduates will be prepared to excel in salons, spas, and business ventures.

### Program objective

The goal of the Hair Design program is to prepare students for successful careers in the beauty industry. Students will gain a solid foundation in hair cutting, styling and coloring, along with an understanding of essential business and client relations skills. The program focuses on developing creativity, technical expertise and professionalism, ensuring that graduates are ready to work in diverse environments, including salons, spas and business ventures.

HOURS	THEMATIC UNIT
75	<b>THEORY - CLASSROOM INSTRUCTION:</b> Limited to guidance, career history and opportunities, life skills management, communication for success, client consultation, state laws and regulations, professional image, first aid, chemistry, electrical and professional ethics.
75	<b>INFECTION CONTROL: PRINCIPLES AND PRACTICES:</b> Health, Decontamination and cleaning methods, Chemical agents, Types, Classifications, Bacterial growth, Biology, Infections, Infection control, Products, Tools, Equipment use and safety
75	<b>SCALP CARE, SHAMPOO AND CONDITIONING:</b> Properties of Hair and Scalp, Structure and Composition of Hair, Growth and Loss of Hair, Disorders of Hair and Scalp, Analysis of Hair and Scalp, Care and Massage of the Scalp, Hair Brushing, Shampoo, Conditioning, Procedures and Practices
125	<b>HAIR CUTS:</b> Principles, elements and philosophy of hair design; Creating Harmony; Design for men; Principles and techniques of wet styling; Blow dry and shake; Hair wrap; shake fingers; Hair salon; Braid; Hair extensions, enhancements and wigs; Thermal Hair Straightening; comb long hair; Hair styling procedures
175	<b>HAIR CUTTING:</b> Basic Principles and Techniques of Sectioning and Cutting Hair; Hair Cutting Tools, Body and Postural Positioning; Removal of length or volume with a razor, scissors, clippers or shears; Safety precautions in hair cutting; Basic haircut procedures
125	<b>HAIR COLORING - CLARIFICATION:</b> Identify the natural color and tone of the hair; Types of hair color; Customer Consultation; Principles and Techniques of Temporary, Semi-Permanent, and Permanent Colors; Spotlights; Had; Turn; Highlighting; Special effects; Safety precautions for hair coloring; Color procedures
100	<b>CHEMICAL TEXTURE SERVICES:</b> The structure of hair, principles and techniques for sectioning, wrapping, processing, curling, relaxing and reshaping curls, procedures.
50	<b>SALON BUSINESS, RETAIL SALES:</b> Fundamentals of business management, opening a salon, business plan, written agreements, licensing requirements and regulations, laws, salon operations, policies, practices, compensation packages, payroll deductions, telephone use, advertising, sales, communications, public/human relations, insurance. , Job Search, Job Skills, Salon Safety,

	Developing Your Business
<b>200</b>	<b>INSTRUCTOR DISCRETION:</b> To be applied by the instructor to strengthen student performance, supervised field trips, or other related practices.
<b>1000</b>	<b>TOTAL HOURS</b>

### Advanced Esthetics

Clock Hours: 900 Hours

Tuition and books and kit rates are as follows:

Registration fee:	\$ 100.00
Registration:	\$ 15,300.00
Books and kit:	\$ 2,000.00
Total cost:	\$ 17,400.00
Program duration:	6 months (Full time), 7 ½ months (Intermediate time) 11 ½ months (Part-time)

### Description

The primary purpose of the Advanced Esthetician Course is to train the student in advanced handling skills, safety criteria, proper work habits, and desirable attitudes necessary to obtain an advanced position as an esthetician, medical aesthetic technician, and skin care therapist. or related career

### Program objective

Upon completion of the course requirements, the determined graduate will be able to:

1. Perform advanced manipulation skills required for facial massage, effective use of required implements and equipment, proper application of advanced makeup,

removal of unwanted hair, eyelash/eyebrow tinting, eyelash perming, and use of advanced facial devices.

2. Apply underlying theory, technical information and related subject matter to ensure sound judgments, decisions and decisions. advanced and precise procedures.

<b>HOURS</b> Theory   Practical	<b>THEMATIC UNIT</b>
5	<b>ORIENTATION:</b> School rules and regulations; history of aesthetics, role of the beautician, qualities of the professional beautician; ethical code; familiarization with school facilities and supplies
12   8	<b>INFECTION CONTROL:</b> General safety in salons/clinics; first aid; hazardous materials communications; local, state and federal safety codes; salon/clinic rules and regulations; types and classifications; bacterial growth and reproduction; bacterial infections and their prevention; immunity and defenses of the body; infection control methods; physical and chemical agents
10   0	<b>ANATOMY, ADVANCED PHYSIOLOGY:</b> Cells, tissues and organs; body systems; importance of water; Nutrition for healthy skin and longevity.
5   0	<b>HORMONES:</b> endocrine glands; hormone production; pregnancy; Premenstrual syndrome intensifies; menopause; hirsutism; hormonal impact on the skin
5   0	<b>CHEMISTRY AND BIOCHEMISTRY:</b> Chemistry and matter in relation to aesthetics; chemical reactions and solutions/elements; compounds and mixtures/biochemistry; the pH scale; nature versus biotechnology
15   185	<b>LASER, LIGHT ENERGY AND RADIO FREQUENCY:</b> Electricity and its effects on the skin; galvanic current for iontophoresis or descaling; lasers, ultrasounds; FDA; high frequency current; use of magnifying glass and wooden lamp; use of brushing, spraying and suction machines; use of steamer, sprayer and

	hot towel cabinet; paraffin unit; electric mitts; booties; nominal danger zones
5   25	<b>ADVANCED SKIN DISEASES, DISORDERS, SKIN TYPE, PRODUCTS:</b> Healing of wounds and injuries; overview of various methods for evaluating skin; functional and performance ingredients
5   5	<b>SELECTION OF INGREDIENTS AND PRODUCTS:</b> Surfactants, emulsifiers, fatty acids and alcohols; esters, solvents, antimicrobials and preservatives; micelles; and liposomes and performance ingredients.
5   0	<b>PHARMACOLOGY:</b> The law and labeling of drugs versus cosmetics; Common OTC used by beauticians; claims; common medications and interactions; drugs and contraindications
10   165	<b>ADVANCED FACIAL TREATMENTS:</b> Client preparation; skin analysis and consultation; skin types; skin conditions and disorders; facial procedures; facial treatments with or without machines; overview of aromatherapy and manual lymphatic drainage for the face and neck; product recommendation
5   35	<b>ADVANCED MASSAGE FOR SKIN CARE:</b> Advanced facial movements; backward facial movements; select and incorporate advanced movements; lymphatic massage for the face; shiatsu for the face; reflexology for the face; stones for beauticians; other special components
10   190	<b>ADVANCED FACIAL DEVICES:</b> Microdermabrasion theory and protocols; ultrasonic; microcurrent; electrodesiccation; LED and IPL devices; laser hair removal; medi-spa treatments
5   70	<b>HAIR REMOVAL:</b> Advanced procedures with hard and soft waxes; double dipping; Brazilian; quick hair removal
5   15	<b>ADVANCED MAKEUP:</b> Eyelash techniques; mineral makeup; camouflage world; airbrushing; permanent cosmetics

5   10	<b>SPA TREATMENTS:</b> Types of spas, spa treatments and spa clients; security considerations; wraps and masks; gingham showers; scrubs and treatments; mud and clay; scrubs and baths
5   0	<b>TERMINOLOGY:</b> medical terminology; prefixes, suffixes, plurals and pronunciations
5   0	<b>PLASTIC SURGERY PROCEDURES:</b> Rhytidectomy; eyebrow raising; blepharoplasty; rhinoplasty; mammoplasty; liposuction and more
900	<b>TOTAL HOURS</b>

**Alternative Loan Resources**

Students who need additional funding may need to utilize alternative consumer credit loan funding.

- o Payment plans offered for 18 months
- o No pre-payment penalty

**WITHDRAWAL POLICY**

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When a student withdraws from Beyond Beauty Institute, either officially or unofficially or is administratively withdrawn (dismissed) by the school, the Institute uses the student's last day of attendance as the basis to compute any refund that may be due to the student or the amount of tuition and fees the student owes to the Institute.

The definitions of official, unofficial, and administrative withdrawals are provided below.

### **Official Withdrawal**

In the event that a student decides to withdraw from the Institute and notifies the School Director or other school administrator in writing, that withdrawal is considered an **official withdrawal**. The effective date of the withdrawal will be the date the student indicates or, if no date is stated, it will be the date the Institute receives the withdrawal request.

### **Unofficial Withdrawal**

A student who fails to notify Beyond Beauty Institute of his or her intent to withdraw and stops attending classes is considered an **unofficial withdrawal**. The effective date of the drop is the student's last known day of attendance at any class, lab, or salon session. If the Institute's attempts to reach the student are unsuccessful after 14 consecutive calendar days, the withdrawal will be processed.

### **Administrative Withdrawal**

Any student who is dismissed from the program by the school for academic or disciplinary reasons is considered an **administrative withdrawal**. The effective date of the administrative withdrawal will be the date the student was dismissed.

***No academic transcript or verification of studies will be provided for any student who has an outstanding debt to the Institute.***

## **CANCELLATION OF ENROLLMENT POLICY**

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This Beyond Beauty Institute policy complies with any mandated state or federal policies related to enrollment cancellation. **Any cancellation request by a student must be made in person or in writing.**

## NOTICE OF CANCELLATION or WITHDRAWAL/ REFUND POLICY

This refund policy applies to all terminations for any reason, by either party, including student decision, course or program cancellation, or Institute closure. This policy complies with any mandated state or federal policies for each student. All refund calculations are performed and refunds made in a timely manner.

If the student (or parent or guardian if the student is a minor) cancels the registration in person or in writing within three (3) business days of the execution of this agreement, all monies paid herein, including the registration fee, shall be refunded by the Institute to the Student. This policy applies regardless of whether or not the student has actually started training.

Should the student be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation must be made in person or by mail.
2. All monies will be refunded if the Institute does not accept the applicant or if the student cancels within three (3) business days after signing the Enrollment Agreement and making initial payment.
3. Cancellation after the third (3<sup>rd</sup>) business day, but before the first class, will result in a refund of all monies paid, **with the exception of the registration fee. NOTE: IF TEXTBOOK(S) AND THE SUPPLIES KIT WERE PURCHASED FROM BEYOND BEAUTY INSTITUTE, USED BOOKS and/or OPENED KITS ARE NON-REFUNDABLE.**
4. Withdrawal after attendance has begun, but prior to 40% completion of the program, will result in a pro rata refund computed on the number of scheduled hours to the total program hours, **with the exception of the registration fee and the books and kits fee. NOTE: USED BOOKS and/or OPENED KITS ARE NON-REFUNDABLE.**
5. Withdrawal after completing 40% of the program's scheduled hours **will result in no refund.** After this point, students are responsible for the entire cost of the program.

6. Termination Date: The termination date for refund computation purposes is the date the institution has determined that the student has withdrawn unless written notice has been received.
  7. All institutional refunds will be made within 30 days of termination or receipt of cancellation notice.
  8. A student can be dismissed, at the discretion of the Director and consistent with Institute policy, for insufficient progress, non-payment of costs, or for failure to comply with rules and policies established by the institution as outlined in this agreement.
  9. **Students who drop and are receiving veteran's educational benefits shall be refunded their fees based on a pro-rata formula. (*Hours remaining divided by Total Required Hours multiplied by the Tuition Charged*). Note: USED BOOKS and/or OPENED KITS ARE NON-REFUNDABLE.**
  10. All students should understand that once they have completed 40% of the scheduled hours of their academic program, they are financially obligated to the Institute for the full cost of the program.
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## CAREER PLANNING

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Beyond Beauty Institute works hard to maintain relationships with salon owners. Periodically, salons are visited and owners are invited to come in and speak to students via jump parties and classroom visits. The Institute is always seeking new salons via the Internet and contacts.

The Institute promotes a proactive approach in seeking employment. Students are encouraged to start looking well before graduation. Additionally, the Institute promotes a professional interview via preparation, appearance, thank you letters and follow-up calls.

If a student is not placed prior to graduation, after graduation, they are frequently contacted and given leads and are invited to the Institute post-graduation to pursue opportunities.

Beyond Beauty Institute does not guarantee placement; however, follow-up on graduates is consistent to help prepare new students for future job placement.

## Licensing Requirements

To become licensed in **cosmetology, esthetics, nail technology, hair design, and advanced eshtetics** in Nevada, a student must:

- ❖ Successfully complete the program hours contracted and graduate from an approved school; and,
- ❖ Pass the final exam
- ❖ pass the state board and state law exams.

## Reciprocity

Licensed beauty professionals from Nevada may apply for licenses in their field of expertise in other states but must comply with each state's laws and rules to become licensed there. Students and graduates who wish to work outside of Nevada should contact the appropriate licensing agency in the state where they want to work to learn if their Nevada license is sufficient to work in that state or if other requirements must be met.

**Beyond Beauty Institute** prepares all graduates for the Nevada licensing exam and entry-level positions in hair studios, spa salons and destination spas. Additional industry experience could lead to employment as a manufacturer sales/education person, a distributor sales consultant, salon owner, school owner or educator

## STUDENT COMPLAINT PROCEDURE

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In the event a student has a complaint that needs to be addressed, the student should follow this procedure:

1. Submit a signed complaint in writing to an educator or a director.
2. Upon receipt of the complaint, a director will review it.
3. The student will then be notified as to how the issue will be resolved.
4. If this is not satisfactory, the issue will then be turned over to the owners.
5. The student will be notified as to how it will be handled.

## **CAMPUS SECURITY ACT INFORMATION DISCLOSURE**

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Beyond Beauty Institute provides students and potential students with information on safety and safety procedures about our campus.

All criminal actions must be reported to an educator, director or owner immediately. That individual will assist the student or client in reporting the crime to the police or other appropriate security force.

The facilities are open Monday through Saturday, according to assigned class/styling area schedules. The building may also be open for educational classes for licensed professionals in cosmetology or to groups securing the use of the facilities through the owners. Only educators and owners have keys to the building, thus minimizing to the extent possible the chances of crime on campus.

A staff member made aware of a crime will notify the rest of staff and the police as soon as possible. It is critical that all staff be aware of any report of crime and that the local police be notified immediately.

At regular intervals during training, staff and students will be reminded about security and safety procedures including crime prevention and personal safety off-campus.

## LEGAL CONTROL

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### Owners

**Beyond Beauty Institute** is owned by Beyond Institute LLC. It is located in the 3771 East desert Inn Road, Las Vegas, NV, 89121.

## BEYOND BEAUTY INSTITUTE ORGANIZATIONAL STRUCTURE

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### Governing Board Members

#### School

**Director**      **Ana Alcala**

Ms. Alcala is a licensed instructor and cosmetologist, former salon owner, manager, and educator.

#### CEO and

**Owner**      **Alejandro M. Brito Garcia**

Mr. Brito is a successful entrepreneur, salon owner and long-standing track in the beauty industry business.

**Manager**      **Yvette Vazquez**

Diploma, licensed cosmetologist, salon manager specializing in business administration.

## **Administration**

**Admin Secretary    Claudia Salas**

Diploma, strong background in developing student and marketing materials.

## **Educators**

All Beyond Beauty Institute educators hold license(s) in their field(s) of instruction or in track to obtain it, issued by the Nevada Department of Business and Professional Regulation. Each has extensive experience in their field(s) of instruction.

**Cosmetologist        Maria Regino**

Diploma, Educator of Cosmetology

**Cosmetologist        Mariela Salgado**

Diploma, Educator of Cosmetology and nail specialist

**Laser Specialist      Jennyfer Torres Patino**

Diploma, Educator of Advanced Esthetics and body art

**Cosmetologist        Nirma Acosta**

Diploma, Educator of Cosmetology

## **Advisory Board**

The advisory board consists of Beyond Beauty Institute governing board members, alumni, salon owners, industry representatives and educators. The Board periodically reviews student questionnaires to provide input on curriculum and is solicited for input regarding any

graduates working in their respective salons. Feedback is garnered and used for the Institute's annual institutional improvement plan. Two board meetings are held per year.