



JADE BEAUTY AND BARBER COLLEGE

Catalog & other
Publications

Jade



Beauty & Barber College

Jade Beauty & Barber College

School catalog for

Campus location

Jade Beauty and Barber College
1045 E. Capitol Expressway, San Jose, CA. 95121

<https://www.jadebeautybarbercollege.com/>

January 1, 2023, to December 31, 2023
(5, § CCR 71810(b) (1))

This school catalog is current and is certified by Raymond Tran.

Signature: Raymond Tran

Raymond Tran, Director



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INSTITUTION MISSION AND PURPOSE

Jade Beauty and Barber College mission and purpose is to provide quality instruction, which will prepare students to pass the State Board of Cosmetology Examination for their course of study. The examination tests an individual's basic knowledge and skills for entry level positions in the beauty & massage therapy industries.

Providing knowledge about human's body, function and massage technique that will be provided in massage therapy program.

Jade Beauty and Barber College goals are to strive to custom tailor and prepare all students with the necessary skills and knowledge to pass the exam, and to be equipped for immediate entry into the beauty and massage therapy profession. The school continually monitors and maintains the quality of its program of study in accordance with standards set forth by the State Board of Cosmetology.

(5, § CCR 70000 (q) & 71810 (b) (2))

GENERAL INFORMATION

Jade Beauty and Barber College "is a private institution, that it is approved to operate by the bureau, and the approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. An institution may not imply that the Bureau endorses programs, or that Bureau approval means the institution exceeds minimum state standards."

(CEC § 94909 (a) (2) & 94897 (l) (1)(2))

FACILITIES

DESCRIPTION OF THE FACILITIES

Jade Beauty and Barber College is located at 1692 Tully Road unit #8 and #12, San Jose, Ca 95122.

(CEC § 94909 (a) (2) & 94897 (l) (1)(2))

It's a modern and spacious facility designed to simulate real world working conditions. Modeled to resemble a real salon, students are taught and learn in an environment which allows them to quickly grow accustomed to working the field of cosmetology, barber, nail care, skin care and massage fields. Instruction's, equipment, supplies, counter, tables, chairs are equipped for classrooms, and treatment rooms. Which are used to demonstrate for students to be accessed in labs. Jade College has heat and air condition system, security cameras are mounted inside and outside building for safety for all students, staff, and guest.

The school teaches students a variety of skills, including clerical and managerial work such as managing the reception desk, making appointments, assigning operational tasks, customer



service, and inventory work. The main objective is to prepare students to be ready upon graduation for immediate work in the field.

(5, § CCR 71735 & 71810(b)(9))

DISCLOSURE STATEMENT, FACTS THAT AFFECT THE DECISION OF STUDENT ENROLL

DISCLOSURE STATEMENT

The following course are approved by the Bureau:

Cosmetology:	1,600 Hours
Cosmetology:	1,000 Hours
Barber:	1,500 Hours
Barber:	1,000 Hours
Manicurist:	400 Hours
Esthetician:	600 Hours
Cosmetology or Barber Instructor:	600 Hours
Massage Therapy	500 Hours. It is not yet CAMTC approved

The facility is accommodated for 130 students at any one time. California statute requires that a student who successfully completed a course of study, be awarded a certificate or diploma.

Instruction, class sessions, will be held at: Jade Beauty and Barber College, 1962 Tully Rd unit # 8 & #12 San Jose, CA 95122.

(CEC § 94909 (a) (4))

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 signing an enrollment agreement.”

Both the Catalog and School Performance Fact Sheet will be provided prior to enrollment or anytime upon request. Students are encouraged to visit the school and discuss personal educational and occupational plans with school personnel prior to enrollment

The minimum standards for the program of study are set forth in California Educational Code Section 94316.12

(CEC § 94316.12)

The educational program is designed to lead to position in a professional, occupation, trade, or career field. The career field is requiring license in this state. Requirement for eligibility for



license, the California State Board of Barbering and Cosmetology provides licenses to graduates upon passing writing test State Board Examination.

The California Massage Therapy Council creates and implement a voluntary certifications program for the massage therapy profession that meet the requirements in the California Business and professions code section 4600 4600 state Law. However, some cities and counties locally require CAMTC Certification for massage professionals.

Attendance or graduated students from a California Massage Therapy Council approved and approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600

For Massage Therapy, the career field is requiring certification. California Massage Therapy Council (CAMTC) provides certification to graduation upon passing CAMTC's test and background check. California Business Profession Code section 460. Students who are graduated from a **California Massage Therapy Council approved school, does not guarantee certification by CAMTC.** Applicants for certification shall meet all requirements as listed in California Business. Pursuant to California Business and Professions Code section 4611, It is an unfair business practice for a person to do any of the following:

1. To hold himself or herself out or to use the title of "certified massage therapist" or "certified massage practitioner," or any other term, such as "licensed," "certified," "CMT," or "CMP," in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the council pursuant to this chapter.
2. To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.

Jade Beauty and Barber College does not have a pending petition in bankruptcy, is operating as a debtor in possession, has filed a petition within the preceding five years, or has 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.C. Sec. 1101 et seq.) (CEC § 94909 (a) (12)).

Jade college provides hybrid programs for Cosmetology (hybrid- theory online), Barber (hybrid-theory online), Manicurist (hybrid – theory online), and Esthetician (hybrid – theory online. Theory can be taking only. Students, who enrolled in a hybrid courses, may also choose to attend theory lectures on the campus.



HYBRID DISTANCE EDUCATION

Hybrid students may also choose to attend theory lectures on campus. The approximate number of days that will elapse between the institution's receipt of student lessons, projects, dissertations and the institution's mailing of its response or evaluation from one to seven days.

(5, § CCR 71810(b) (11))

Jade Beauty and Barber College offers a hybrid learning/ distance education. Students have an opportunity to learn a combination of both online instructions and practice on-site.

Hybrid learning is an innovative learning that leading by instructors who will bring discussions, assignments, and learning activities all in class. Our classroom is designed around your course syllabus/ curriculum and has you need to be a successful in the program. It is important to stay connected, organized, tracking your progress through the course and check weekly progress.

The following requirements shall apply:

1. Each student has owned his or her ID and Password to login Jade's portal when the access fee is paid. Portal will be provided in seven business days, instruction and instruction resources in the system. Instructors go over rules, policies, online theory how is online theory work before students enroll for hybrid program. Jade College will not count cumulated hours on the system is showed. Earning credits by finished assignment.
2. Hybrid students may also choose to attend theory lectures on campus. Jade College is encouraging students attend lecture onsite even students choose hybrid. Students are required to complete all course assignments. Students are required to take weekly test either online or on-campus.
3. Theory exams grades will be automatically calculated by online portal.
4. Overlapping of hours (On-Campus and online) is not allowed. Overlapped hours will be removed.
5. Students are required to attend on-campus class at least 10 hours to 20 hours every week and be evaluated for their practical or theory proficiency. All test must be kept to be record for credits hours.
6. Final test for theory must take on campus.
7. Actively working on Jade online lessons, textbooks, assignments, videos and by communicating with the instructor by Zoom, Messengers, Email, and Texting.
8. Orientation will be on the first day of the class.
9. Smart phone or Microsoft Windows or Apple Mac OS with Chrome, Firefox or Safari Browser, high speed internet connection, monitor and video card, speakers, headphone or speakers, web camera capable of video conferencing should have.



10. For online hours to be counted, student will be evaluated by chapter tests. Practical will be evaluation by on-campus instructor once a week or they will lose their online hours for that week. Tests can be taken as many times as needed. Passing score is 75%.

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;

1747 N. Market Blvd, Suite 225, Sacramento, CA 95834 P.O. Box 980818, West Sacramento, CA 95798-0818

web site address: www.bppe.ca.gov. Telephone and Fax # (888) 370-7589 or by fax (916) 263-1897; (916) 574-8900 or by fax (916) 263-1897

(CEC § 94909 (a)(3)(A))

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 signing an enrollment agreement.

(CEC § 94909 (a) (3) (B))

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (toll-free telephone Toll Free: (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau's Internet Web site: www.bppc.ca.gov or sent to: Bureau for Private Postsecondary Education : 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798-0818 web site address www.bppe.ca.gov, Telephone number and fax #'s (888) 370-7589 or by fax (916) 263-1897; (916) 574-8900 or by fax (916)263-1897.

(CEC § 94909 (a) (3) (c))

ADMISSION POLICIES/REQUIREMENTS

Class instruction is given in English. Jade Beauty and Barber College does not provide English as a second language instruction. If students' primary language is not English; students are welcome to bring an interpreter to review enrollment contract and others before signing enrollment agreement contract. Jade College will also have interpreters to assist students to understand terms and conditions of enrollment contract in their primary languages. Jade College can be tutoring and / or assistance students in certain languages If students request. Currently, Jade **College has applied to BPPE the proposal new method in Vietnamese and Spanish. Upon approval instruction will begin.**



The level of English language proficiency, Jade College admits students with a high school diploma or its equivalent. Students who, as such are deemed to have the level of English proficiency necessary to have the ability to benefit from the programs taught in English.

Jade College can be tutoring and / or assistance students in curtain languages If students request. Currently, Jade **College has applied to BPPE the proposal new method in Vietnamese and Spanish. Upon approval instruction will begin.**

Jade College does not admit students from other countries, whether visa services are provided or whether the institution will vouch for student status, and any associated charges.

(5, CCR §71810 (b)(3))

ADMISSION STANDARDS

- Applicant must be at least 17 years old, and students who are under 18 years old must have parents or legal guardians sign enrollment contract.
- Applicants provide a copy of his or her High School Diploma, GED or school transcription, equivalent or higher and if an immigrant have completed high school or its equivalent in his/her country, application must provide Foreign Diplomas or Transcripts and evidence that verification by certified translator document into English which show the completion of academic. Identification or passport.
- who do not have a High School Diploma, its equivalent or higher must have completed the 10th grade level of education or its equivalent as required by Board of Barbering and Cosmetology and pass an admission test as mandated by the Bureau for Private Postsecondary Education, such as the Wonderlic Ability to Benefit Exam and receive a passing score or the high school equivalency exam, or other exam approved by the BPPE.
- The Wonderlic Scholastic Exam Form IV or the Wonderlic Basic Skill test (WBST) is used for admissions testing. A passing score for the Manicurist Section is 13. A passing score for the Cosmetology, Skin Care, Barber, and Instructor Training is 15.
- Jade College accepts a foreign diploma or transcription. All documents must be translated into English and certified by public notary or a certified translator.



CALIFORNIA REQUIREMENTS

NOTICE: CALIFORNIA LICENSE REQUIREMENTS

The educational program is designed to lead to positions in a profession, occupation, trade, or career field requiring licensure in this state, a notice to that effect and a list of the requirements for eligibility for licensure.

(CEC §94909 (a) (6))

License Type	Requirements
Cosmetologist	Completion of the 10 th Grade, 1600 or 1,000 hours in an approved School and passing of a California State or National Interstate Council (NIC) Written*
Manicurist	Completion of the 10 th Grade, 400 hours in an approved School and passing of a California State or National Interstate Council (NIC) Written* and Practical** examinations.
Esthetician	Completion of the 10 th Grade, 600 hours in an approved School and passing of a California State or National Interstate Council (NIC) Written* and Practical** examinations.
Barber	Completion of the 10 th Grade, 1500 or 1,000 hours in an approved School and passing of a California State or National Interstate Council (NIC) Written* and Practical** examinations.

Scoring

A minimum score of 75 (out of 100) for both the written is required in order to pass the examinations for all licensure. Barber minimum score of 75 (out of 100)

Language

Examinations are given in English, Korean, Vietnamese and Spanish. Applicants can bring an interpreter if they cannot read, speak, or write in English at a 10th grade level and the examination is not given in their native language.

Reciprocity

Effective July 1, 2007 the Board started granting a license without examination to licensees from other states that meet the following requirements; a current license in good standing from any state that has been active for three of the last five years with no disciplinary action or a criminal conviction.

National Exam.

Effective May1, 2009, the California State Board and Cosmetology implement the National Written Examination. Effective October 2, 2011, the California State Board of Barbering and Cosmetology implemented the National Practical Examination.

Jade college is not accredited by an accrediting agency recognized by the United State Department of Education.

(CEC § 94909(a)(16))

TUITION AND FEE SCHEDULE, SCHEDULE PAYMENT AND OTHER CHARGES

If the student obtains a loan to pay an educational program, the student will have the responsibility to pay the full amount of the loan plus interest, less the amount of any refund, and “if a student obtains a loan to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money’s not paid from federal student financial aid funds.”

(CEC § 9409 (a)(11))

The institution doesn’t participate in federal and state financial aid program. Therefore, there does not exist **ANY** form regarding to financial aid. (5, CC R § 71810 (b)(6))

Currently, Jade Beauty and Barber College does not participate in federal and state financial aid programs.

(CEC § 9409 (a)(10))

INSTRUCTIONAL FEE’S

Course	Tuition	Supply Fees	Registration Fee	TOTAL Fee
COSMETOLOGY (1,000 hours)	\$ 8,600	\$ 700 & UP	\$ 200	\$ 9,500
COSMETOLOGY (1,600 hours)	\$ 13,760	\$ 700 & UP	\$ 200	\$ 14,660
BARBER (1,000 hours)	\$ 8,600	\$700 & UP	\$ 200	\$ 9,500



BARBER (1,500 hours)	\$ 13,760	\$700 & UP	\$ 200	\$ 14,660
NAIL CARE	\$ 2,975	\$ 500 & UP	\$ 200	\$ 3,675
SKIN CARE	\$ 5,950	\$ 600 & UP	\$ 200	\$ 6,750
INSTRUCTOR	\$ 6,900	\$ 600 & UP	\$ 200	\$ 7,700
MASSAGE THERAPY	\$ 4,950	\$700 & UP	\$ 200	\$5,850

Students are expected to complete their training within the maximum time specified under the enrollment rules. If a student exceeds the standard time period for which he or she has contracted for, extra instructional fees will be charged for the balance of hours required to complete training for the rest of the course. Extra instructional charges will be included in an addendum to the enrollment agreement to reflect these additional charges.

Extra instructional fees will be assessed at an hourly rate of instruction. Buyer/Student understands. Buyer/Student must pay the full amount of tuition if Buyer/ Student completes the program earlier than the date described on the enrollment agreement. Buyer/Student is not received any refund by reason of earlier completion. Buyer/Students rights under this agreement may not be assigned to any other person, and the Buyer/Student must complete the program within the time described on the enrollment agreement. If Buyer/ Student complete the program latter than the date that is described in the enrollment agreement. The school/ seller may charge hourly rate for the program.

JADE BEAUTY AND BARBER COLLEGE RESERVES THE RIGHT TO CHANGE THE TUITION AND FEES WITHOUT PRIOR NOTICE. CURRENTLY ENROLLED STUDENTS WILL NOT BE EFFECT TO ANY CHANGE.

Jade Beauty and Barber College does not have financial aid programs. Currently, Jade Beauty and Barber College doesn't award of credit for prior experiential learning.

(CCR § 7180 (b) (7) and CCR 71770(c))



SCHEDULE PAYMENT OF TUITION AND FEES

Potential Funding Source or Sponsor Fees must pay prior to the classes start, unless other arrangements are made.

COSMETOLOGY STUDENT (1,000 hrs.)

(1) Tuition Fee	\$ 8,600.00
(2) Registration Fee (<u>NON-REFUNDABLE</u>) Access online fee (<u>NON-REFUNDABLE</u>)	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per lists)	\$ 700.00. Optional, student choice
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or other Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit/ transcript (<u>NON-REFUNDABLE</u>)	\$ 100.00
(10) Fees to transfer credits (<u>NON-REFUNDABLE</u>)	\$ 100.00
(11) Student Tuition Recovery Fund Fee (<u>NON-REFUNDABLE</u>) The student's obligation to the Student Tuition Recovery Fund	\$2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None
<u>A SCHEDULE OF TOTAL CHARGE</u> <ul style="list-style-type: none"> • Registration Fee (<u>NON-REFUNDABLE</u>) • Student Tuition Recovery Fund Fee (<u>NON-REFUNDABLE</u>) • Assessment fees for transfer of credit/ transcript (<u>NON-REFUNDABLE</u>) • Fees to transfer credits (<u>NON-REFUNDABLE</u>) 	\$200.00 \$2.50 per \$1,000 of total institution charges 100.00 \$100.00
<u>"THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE"</u>	\$ 9,500.00



<u>“ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM”</u>	\$ 9,500.00
LESS DEPOSIT	\$ 1,000.00
UNPAID BALANCE	\$ 8,500.00

Amount financed \$ 8,450 is paid by monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee

MANICURIST STUDENT

(1) Tuition Fee	\$ 2,975.00
(2) Registration Fee (<u>NON-REFUNDABLE</u>) Access online fee (<u>NON-REFUNDABLE</u>)	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per list)	\$ 500.00., Optional
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or other Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit /transcript <u>(NON-REFUNDABLE)</u>	\$ 100.00
(10) Fees to transfer credits <u>(NON-REFUNDABLE)</u>	\$ 100.00
(11) Student Tuition Recovery Fund Fee <u>(NON-REFUNDABLE)</u> The student's obligation to the Student Tuition Recovery Fund	\$2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None



<u>A SCHEDULE OF TOTAL CHARGE</u> <ul style="list-style-type: none"> Registration Fee (<u>NON-REFUNDABLE</u>) Student Tuition Recovery Fund Fee (<u>NON-REFUNDABLE</u>) Assessment fees for transfer of credit/ transcript (<u>NON-REFUNDABLE</u>) Fees to transfer credits (<u>NON-REFUNDABLE</u>) 	\$100.00 \$ 2.50 per \$1,000 of total institution charges \$100.00 \$100.00
<u>“THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE”</u>	\$ 3,675.00
<u>“ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM”</u>	\$ 3,675.00
LESS DEPOSIT	\$ 600.00
UNPAID BALANCE	\$ 3,075.00

Amount Financed \$ 3,025 monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee.

ESTHETICIAN STUDENT

(1) Tuition Fee	\$ 5,950.00
(2) Registration Fee (<u>NON-REFUNDABLE</u>) Access online fee (<u>NON-REFUNDABLE</u>)	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per list)	\$ 600.00, Optional student choice
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or another Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit/ trans (<u>NON-REFUNDABLE</u>)	\$ 100.00



(10) Fees to transfer credits/ transcript (NON-REFUNDABLE)	\$ 100.00
(11) Student Tuition Recovery Fund Fee (NON-REFUNDABLE) The student's obligation to the Student Tuition Recovery Fund	\$2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None
<u>A SCHEDULE OF TOTAL CHARGE</u> Registration Fee (NON-REFUNDABLE) <ul style="list-style-type: none"> • Student Tuition Recovery Fund Fee (NON-REFUNDABLE) • Assessment fees for transfer of credit/ (NON-REFUNDABLE) • Fees to transfer credits/ transcript (NON-REFUNDABLE) 	\$ 200.00 \$2.50 per \$1,000 of total institution charges \$100.00
<u>"THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE"</u>	\$ 6,750.00
<u>"ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM"</u>	\$ 6,750.00
LESS DEPOSIT	\$1,000.00
UNPAID BALANCE	\$5,750. 00

Amount Financed \$ 5,650.00 is paid by monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee.



BARBER STUDENT (1,000 hrs)

(1) Tuition Fee	\$ 8,600.00
(2) Registration Fee (NON-REFUNDABLE) Access online fee (NON-REFUNDABLE)	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per list)	\$ 700.00., Optional
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or another Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit/ transcript (NON-REFUNDABLE)	\$ 100.00
(10) Fees to transfer credits/ transcript (NON-REFUNDABLE)	\$ 100.00
(11) Student Tuition Recovery Fund Fee (NON-REFUNDABLE) The student's obligation to the Student Tuition Recovery Fund	\$ 2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None
<u>A SCHEDULE OF TOTAL CHARGE</u> <ul style="list-style-type: none"> • Registration Fee (NON-REFUNDABLE) • Student Tuition Recovery Fund Fee (NON-REFUNDABLE) • Assessment fees for transfer of credit (NON-REFUNDABLE) • Fees to transfer credits (NON-REFUNDABLE) 	\$200.00 \$ 2.50 per \$1,000 of total institution charges \$100.00 \$100.00
<u>"THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE"</u>	\$ 9,450.00

<u>“ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM”</u>	\$ 9,450.00
LESS DEPOSIT	\$ 1,000.00
UNPAID BALANCE	\$ 8,450.00

Amount Financed \$ 8,400 is paid by monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee

INSTRUCTOR STUDENT

(1) Tuition Fee	\$ 6,900.00
(2) Registration Fee (NON-REFUNDABLE) <u>Access online fee (NON-REFUNDABLE)</u>	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per list)	\$ 600.00., Optional student choice
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or other Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit / transcript (NON-REFUNDABLE)	\$ 100.00
(10) Fees to transfer credits (NON-REFUNDABLE)	\$ 100.00
(11) Student Tuition Recovery Fund Fee (NON-REFUNDABLE) The student's obligation to the student Tuition Recovery Fund	\$ 2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None

<u>A SCHEDULE OF TOTAL CHARGE</u>	
Registration Fee (<u>NON-REFUNDABLE</u>)	\$200.00
• Student Tuition Recovery Fund Fee (<u>NON-REFUNDABLE</u>)	\$ 2.50 per \$1,000 of total institution charges
• Assessment fees for transfer of credit/ Transcript (<u>NON-REFUNDABLE</u>)	\$100.00
• Fees to transfer credits (<u>NON-REFUNDABLE</u>)	
<u>“THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE”</u>	\$ 7,700.00
<u>“ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM”</u>	\$ 7,700.00
LESS DEPOSIT	\$ 1,000.00
UNPAID BALANCE	\$ 6,700.00

Amount Financed \$ 6,650 is paid by monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee.

MESSAGE THERAPY STUDENT

(1) Tuition Fee	\$ 4,950.00
(2) Registration Fee (<u>NON-REFUNDABLE</u>) <u>Access online fee (<u>NON-REFUNDABLE</u>)</u>	\$ 200.00 (student choose)
(3) Equipment's	(No Charge)
(4) Lab supplies & text book or Kits (per list)	\$ 700.00., Optional student choice
(5) Learning media (NO charge)	Optional, student choice
(6) Uniform or another Special Protective clothing	Optional, student choice
(7) In-resident housing	School doesn't responsible
(8) Tutoring	Optional
(9) Assessment fees for transfer of credit/transcript (<u>NON-REFUNDABLE</u>)	\$ 100.00



(10) Fees to transfer credits/ transcript (NON-REFUNDABLE)	\$ 100.00
(11) Student Tuition Recovery Fund Fee (NON-REFUNDABLE) The student's obligation to the student Tuition Recovery Fund	\$2.50 per \$1,000 of total institution charges
(12) Any other Institution charge or fee	None
(f) Charge paid to an entity other than an Institution that is specifically require for participation in the education program	None
<u>A SCHEDULE OF TOTAL CHARGE</u> <ul style="list-style-type: none"> • Registration Fee (NON-REFUNDABLE) • Student Tuition Recovery Fund Fee (NON-REFUNDABLE) • Assessment fees for transfer of credit/ transcript (NON-REFUNDABLE) • Fees to transfer credits/ transcript (NON-REFUNDABLE) 	\$100.00 \$ 2.50 per \$1,000 of total institution charges \$100.00 \$100.00
<u>"THE SCHEDULE OF TOTAL CHARGES FOR A PERIOD OF ATTENDANCE"</u>	\$ 5,850.00
<u>"ESTIMATED SCHEDULE OF TOTAL CHARGES FOR THE ENTIRE EDUCATIOAL PROGRAM"</u>	\$ 5,850.00
LESS DEPOSIT	\$ 1000.00
UNPAID BALANCE	\$ 4,850.00

Amount Financed \$ 4,800 is paid by monthly payment. Student must pay on the same day of each month until amount is paid in full. Payment will be made at the office or mail in to the Jade College or assignee.

(CEC § 94870 & 94909(a)(9))



TUITION RECOVERY FUND STATEMENT

The state of California established the Student Tuition Recovery fund (STRF) to relieve or mitigate economic loss suffering by a student in an educational program at the 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 student in an education program, who is a California resident, or are enroll in residency program, and prepay all or part of your tuition.

You are not eligible for protection from STRF, you are not required to pay the STRF assessment, if you are not California resident, or are not enrolled in residency program. It is important that you keep copies of the enrollment agreement, financial aid papers, enrollment; receipts or any other information that document the amount paid to the school. Questions regarding the STRF may be directed to:

Bureau for Private Postsecondary Education: 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798-0818, web site address www.bppe.ca.gov. Telephone number and fax #'s (888) 370-7589 or by fax (916) 263-1897; (916) 574-8900 or by fax (916)263-1897. Toll Free: (888) 370-7589

To be eligible for STRF, you must be a California resident or are the 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 120-day period before the closure of the institution or location of the institution or were enrolled in an education program within the 120-day period the program was discontinued.
3. You were enrolled at an institution or a location of the institution within more than 120 days before the closure of the institution or location of the institution, in an education 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 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 the result in the cancelation of one or more of your student loans and have an invoice for services rendered and evidence of the cancelation of the student loan or loans.

(CEC § 94909 (a)(14),5 CCR§76215 (a)(b))

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 reviewed by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would be otherwise been continuing STRF 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 file a written application for recovery within the original four (4) year's 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 taxpayer identification number.

The state of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an education program at a qualifying institution, who is or was 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 so, you must pay the state-imposed assessment for the STRF, or must be paid on your behalf, if you are a student in an educational program who is California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from STRF, you are not required to pay the STRF assessment, if you are not California resident, or are not enrolled in residency program.

In California at the time the enrollment agreement is signed or when you receive lessons at a California mailing address from an approved institution offering correspondence instruction. Students who are temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not consider a "California resident."



TRANSFER AND RE-ENTRY POLICY

Enrollment Fees:

Cosmetology, Barber, Instructor, Nail care, Skin care, Cross Over for Barber or Cosmetologist, and massage therapy is \$ 200.00

All students transferring into this school from other schools in California must provide a record of his or her withdrawal from the prior school if the student wishes to receive credit for prior hours of instruction. Credit for instruction received at other out-of-state schools may be received with proper documentation of prior training from the State Board of Cosmetology and Barbering.

Students who temporarily withdraw and deemed to be in good standing may apply for re-entry without loss of prior credit earned. Such students must provide a record of the withdrawal, or a transcript from the prior school in order to receive credit for prior training.

Full time enrollment is defined as a minimum of 30 hours per week. Part time enrollment is defined as a minimum of 20 hours per week.

NOTICE CONCERNING TRANSFERABILITY OF AND CREDENTIAL EARNED AT OUR INSTITUTION

The transferability of credits you earn at JADE BEAUTY AND BARBER COLLEGE is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma or certificate you earn in Cosmetology, Barber, Skin care, Nail care, massage therapy, and Instructor is also at the complete discretion of the institution to which you may seek to transfer. If the diploma or certificate 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 coursework 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 JADE BEAUTY AND BARBER COLLEGE to determine if your diploma or certificate will transfer.

(CEC § 94909 (a)(15))

The institution has not entered into an articulation or transfer agreement with any other college or university.

(CEC § 94909 (a) (8) (A) & CCR § 71770)



For all program, the transferability of credits you earn from other school which is approved by the Bureau for Private Postsecondary Education, Jade College accepts hour's credit.

Applicants must have:

1. A high School Diploma or its equivalent or higher.

Students who do not have a High School Diploma, its equivalent or higher must take and pass an admission test as mandated by the Bureau for Private Postsecondary Education, such as the Ability to Benefit Exam and receive a passing score or the high school equivalency exam, or other exam approved by the BPPE. The Wonderlic Scholastic Exam Form IV or the Wonderlic Basic Skill test (WBST) is used for admissions testing. A passing score for the Manicurist Section is 13. A passing score for the Cosmetology, Skin Care, Barber, and Instructor Training is 15 and mission standard is applied.

2. Student must have detail transcription for each subject of education program to continue study.

(CEC § 94909 (a) (8) (A) & CCR § 71770)

SCHOLARSHIP AND FINANCIAL ASSISTANCE

Jade College has been giving back for societies. Jade College is continuously promoting scholarship for qualified, deserving applicants. The Institution accepts payments from these agencies. You may contact them for eligibility:

Workforce Innovation & Opportunity Act (WIOA), Trade Adjustment Assistance (TAA)

The Trade Adjustment Assistance (TAA) program provides assistance to workers who are laid off due to increased imports from any foreign country.

<https://www.dol.gov/agencies/eta/tradeact>.

Submit petitions through **online petition portal**. Petitions may also be submitted by email at **taa.petition@dol.gov** or by fax to **202-693-3584** or **202-693-3585**

California Work Opportunity and Responsibility to Kids (CalWORKS)

The Welfare-to-Work Program will be assigned you to, and pay for, an approved education or training program that prepares the participant to get a specific job. The Welfare-to-Work Program can pay for the cost of approved education or training program, books and supplies, transportation, and child care costs. Once the training is completed, additional support is made available to you to find a job in that field.

www.cdss.ca.gov



Workers' Compensation

The U.S. Department of Labor's Office of Workers' Compensation Programs (OWCP) Administers service for major disability compensation programs which provides to federal workers (or their dependents) and specific groups who are injured at work or acquire an occupational disease – providing the injured:

- Medical treatment
- Vocational rehabilitation
- Wage replacement benefits
- Other benefits

<https://www.dol.gov/general/topic/workcomp>

100 Paseo de San Antonio #241, San Jose, CA 95113. 408-277-1246

VA Education and Training Benefits

VA education benefits help Veterans, service members, and their qualified family members. Apply for and manage the education and training benefits you've earned at

<https://www.va.gov/education/>

Department of Rehabilitation

DOR Services are activities that support you in exploring and preparing for the world of work. Services are.

DOR Services include all of the listed on the Explore Your Options and Get Ready to Work pages. www.dor.ca.gov 4925 Commerce Dr. Ste 150, Bakersfield, CA 93309 (661) 395-2553

INSTITUTION STANDARD FOR STUDENT

All students must maintain satisfactory attendance and academic progress. The student will be evaluated on three criteria:

1. Attendance: Students must complete the program hours requires by Board of Barbering Cosmetology. If student has missed class, students must arrange to make up the hours in order to satisfactory complete their program at the completion date that has signed in the enrollment contract.
2. Theory and practical exam, test grades, and projects.
3. Progress in performing required practical skills in a proficient manner



GRADING STANDARD

Students are evaluated by taking test on a lecture and practical operations weekly and a final test before graduation. The evaluations are grading by letter or percentage. Students who achieved (75%) “C” average or better is deemed satisfactory academic status. The school uses the below detailed grading system

Practical Experiences		Theory		
100%-90%	= A	100%-90%	A	Excellent
89%-85%	= B	89%-85%	B	Above Average
84%- 75%	= C	84%- 75%	C	Satisfactory
74% or below	= D	74% or below	D	Unsatisfactory

(5, CCR § 71810

(b)(8)

ATTENDANCE STANDARD & TIMECARD POLICIES

The school will make all effort to accommodate the student’s needs and their ability to attendance. Whenever absent is claimed by reason of funerals, weddings, medical, personal need, etc, a certificate signed by doctor is required for medical or illness absent. Absences do not be permitted Saturdays, or prior to a holiday. Scheduled attendance is defined as the hours per week/month the student has contracted for on his or her enrollment agreement (contract). If you are late more than 10 minutes, you must call instructor or school office and give the reason, and when student is absent, you must call school.

Excused tardiness and absences two and half days a month unauthorized absence (or the equivalent hours). Students may be subject to suspension or interruption for unsatisfactory attendance. Students are also required to adhere to related standards regarding tardiness and school rules and regulations, as outlined in the school catalogue.

Attendance: The student must average 70 % of scheduled hours. Students must complete the program hours requires by Board of Barbering Cosmetology. If student has missed class, students must arrange to make up the hours in order to satisfactory complete their program at the completion date that has signed in the enrollment contract. (CEC§ 94909 (a) (8) (D))

- Full time students, scheduled to attend 30-40 hours or more per week. Parttime students scheduled 15- 20 hours per week.



- Students who are absent for more than 30 days must fill out the “leave of absence” form. If a student is absent for more than 30 days without notifying the school, the school will reserve the right to terminate / drop the student. The students must re-enroll. Current tuition cost may apply.
- Maximum of 45 hours per week will be allowed for Cosmetology, Barber, and Massage Therapy
- Maximum 40 - 42 hours per week for Nail Care, Esthetician. No limited for instructors’ program.

Timecards are the school’s property. Students must punch in and out only their own timecard. Timecard must be signed by student and instructor every day. Students’ timecards must turn it to keep for hours record of the study.

TIME CLOCK POLICY

Student should adhere to their contracted hours each week. 30-minute lunch/ dinner break must be subtracted from your daily total hours if you are in the school for longer than 7 hours. An hour is subtracted for lunch if student attend more than 9 hours.

Jade College The sequence and frequency lecture and demo schedule for programs:

LIVE LECTURE and demo Students is required to attend. If student attend online- live lecture, your audio on mute until you want to speak. This will help limit background noise. The students need to engage in an appropriate online/ onsite behavior and communicate only with the teachers regarding their school assignments, testing correction and others.

Barbering: SESSIONS: Begin weekly on Mondays.

- Mon 11am – 4 pm (Instructor: Thu Le/ Danny Holt)
- Wed 11am – 4 pm (Instructor: Thu Le/ Danny Holt)
- Sat 5pm – 7pm (Instructor: Thu Le/ Alec Sheldon)

Cosmetology: SESSIONS: Begin weekly on Mondays.

- Mon 9 am – 10: 30 am (Instructor: Mai Nguyen /Thu Le)
- Mon 4pm- 5:30 pm (Instructor Thu Le/ Lina Pham)
- Tues 4 pm – 7 pm (Instructor: Ms. Thu Le / Alec Sheldon)
- Wed 9 am – 10:30 am (Instructor: Mai Nguyen/Thu Le)
- Wed 4pm- 5:30 pm (Instructor Thu Le/ Lina Pham)



Esthetics: SESSIONS: Begin weekly on Mondays.

- Mon: 9am- 12 pm (Instructor: Thu Le/ Mai Nguyen/ Lina)
- Wed 10:30am – 3 pm (Instructor: Mai Nguyen/ Thu Le/ Lena)
- Fri 10:45 am – 12 pm (Instructor: Thu Le / Mai Nguyen)

Manicuring: SESSIONS: Begin weekly on Tuesdays

- Tue 9am –2 pm (Instructor: Mai Nguyen/ Thu Le)
- Thurs: 9am –2 pm (Instructor: Thu Le/ Mai Nguyen)
- Thurs: 4 pm- 7pm (instructors: Thu Le/ Mai Nguyen)

Massager Therapy: SESSIONS: Begin weekly on Tuesdays.

- Tue: 2 pm –5 pm (Instructor: Thao Bui / My Trinh)
- Fri: 4pm – 7pm (Instructor: My Trinh / Thao Bui)

Instructor course: SESSIONS: Begin weekly on Fridays.

- Friday: 2pm-4pm (Instructor: Thu Le)

Classes schedule is conducting all year round and completing all subjects in the program that students choose in cycles and repeated in frequency. Each chapter has its own objective. Our instructor will be announcing students every week. Each week will be discussed on one to two chapters a week and one to two procedures. Students can choose to take any chapter test and procures in the week of study, not from weeks before it. Class is repeat in frequency. However, if any class have the same general science, our instructor will conduct in the same class room.

Temporary Class Schedule

Mon, Wed, Fri: For Cosmetology, Barber, Esthetician, and Instructor course

Tues Thursday, Sat: For Nail care, Cosmetology, Massage Therapy, and Instructor course

MAKE-UP POLICY

School has opening technical instruction and practical operations in the morning, evening, and weekend. Students welcome to school to do make up classes, practical, testing by other available section. Our instructors are always available to support student to achieve their goals.

TARDINESS

Excused tardiness and absences are two and half days or the equivalent hours per month unauthorized, Students may be subject to suspension or interruption for unsatisfactory attendance.



DROP OUT POLICY

A student may cancel his or her enrollment contract and receive a full or partial refund. All cancellations of enrollment must be provided to the school in writing. Cancellation dates will be determined by the postmark on the written notice, or the date such information was delivered to the school administrator or owner in person. If you cancel, any payment you have made and any, negotiable instrument signed by you shall be return to you within 30 days following the school's recipe of your cancellation notice. This policy applies regardless of whether or not the student has actually attended classes.

LEAVE OF ABSENCE POLICIES

Students may experience extended personal, medical or other problems which will make it difficult to attend class. In the event of such occurrence, the student may allow a Leave of Absence (LOA) from the program. The LOA must be requested in writing by the student and must be approved by the instructor. LOA for non-medical reasons may be granted for up to four weeks. Medical LOA s, students can re schedule hours with a written request from the student's physician. Students should not request an LOA unless absolutely necessary. The school will only grant one LOA within a 12 months period. Students will retain all credit for hours and work projects completed and the academic progress status after returning from an authorized LOA. Students who did not return from an LOA period will be considered dismissed as of the last class day of attendance prior to the start of the leave. (CEC§ 94909 (a) (8) (E))

STATEMENT OF NON-DISCRIMINATION

Jade beauty and Barber College does not discriminate on the basis of Race, Color, Religion, Sex, Age, Handicap, Financial Status, Area of Origin or Residence in its Admissions, Instruction, or Graduation policies.

EVALUATION PERIODS

All students must meet the minimum academic and attendance requirements.

Attendance: The student must average 70 % of scheduled hours. Students must complete the program hours requires by Board of Barbering Cosmetology. If student has missed class, students must arrange to make up the hours in order to satisfactory complete their program at the completion date that has signed in the enrollment contract.

Academic progress: Student must take weekly testing on lecture, practical operation, and final written and practical. The evaluations are grading by letter or percentage. Students who achieved (75%) "C" average or better is deemed satisfactory progress.



PROBATION AND DISMISSAL POLICIES

Students who fail to meet the satisfactory academic progress standards at any evaluation period will be placed on academic, and/or attendance probation. During the probation period, school will help student such as review theory and practical return to satisfactory academic progress standards. At the end of the probation period students still fail to meet satisfactory academic or attendance progress standards may be suspended or dismiss from the school on case by case. Student will be removed from probation, if he or she meet the satisfactory academic progress standards at the end of their probation period.

(CEC§ 94909 (a)(8) (C))

APPEALS

Students who wish to contest a probation decision may submit the appeal letter to school 'administrator. The letter should be received within 5 days of termination and must describe any circumstances related to the student's academic standing which the student believes deserves special consideration. The administrator will evaluate the appeal within a reasonable time period in 10 days and notify the student in writing of the administrator's decision. Should the student's appeal be denied, he or she may appear before a school committee to present his or her case. The committee will provide written notice to the student of its decision within a reasonable time period in 10 days. The committee's decision is final.

DISCLOSURE AND RETENTION OF RECORDS

Education records are files, materials, and documents, which contain information that related to the student and are kept by the school. The school will allow adult students, parents of minor students, and parents of tax dependent students to inspect, review, and challenge information contained in their education records or those of their minor or tax dependent children.

Therefore, a written consent is required before any education records may be disclosed to third parties with the exception of accrediting commissions or governmental agencies so authorized by law. Students are not allowed to inspect the financial records of parents. A school official must be present all times during the examination of student files. Jade institution will maintain Students' records for a period of five years from the date the student graduates, withdraws or otherwise ceases to be enrolled.

"In addition to permanently retaining a transcript as required by section 94900(b) of the Code, the institution shall maintain for a period of 5 years the pertinent student records described in Section 71920 from the student's date of completion or withdrawal."

(CEC § 94900, 5, § CCR 71920, CCR §71810 (b) (15))



STUDENT RIGHTS

POLICIES ON STUDENT RIGHTS, INCLUDING PROCEDURE FOR ADDRESSING STUDENT GRIEVANCES

The complaint designated person is Raymond Tran. When students, staff members, or any other interested party has a complaint that the instructor cannot solve satisfied. The complaint party shall send a complaint in writing to the school representative. In ten days after receive a complaint letter. A school representative will meet the complainant and evaluate the complaint thoroughly. If the problem cannot be solved through discussion, the complaint will be sent to the school director. Within two weeks after receiving the complaint letter, and the school director will investigate the complaint thoroughly. If more information is needed, the director will send a letter to complainant to request to provide the needed information. If no information needed, the school director will send a letter, outline the steps that the school will take to solve the problem to the complainant within 15 days.

If after investigate, the complaint is determined to be unfounded. The school director will reject the complaint and sent a letter, and stating the reasons to the complainant within 15 days. All documentation relating to the complaint will be retained for up to 5 years.

The student is not satisfied with the final disposition; he or she can call to: the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834. P.O. Box 980818, West Sacramento, CA 95798-0818, web site address: www.bppe.ca.gov Telephone and Fax # (888) 370-7589 or by fax (916) 263-1897 (916) 574-8900 or by fax (916) 263-1897

(5, CCR § 71810(b)(14))

STATEMENT OF NON-DISCRIMINATION

Jade beauty and Barber College does not discriminate on the basis of Race, Color, Religion, Sex, Age, Handicap, Financial Status, Area of Origin or Residence in its Admissions, Instruction, or Graduation policies.

“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.

Payment will be made at the office or mail in to the Jade College or assignee. If buyer/student fail to perform his or her obligation to make payment when due. The Seller/ School without notice to buyer/ student may declare the full-unpaid amount immediately due and payable. Payment 10 days delinquent may accrue a LATE CHARGE of 5% or maximum amount allows by law.

Buyer/student may pay off in advance the entire unpaid amount and receive a partial refund of interest computed by actuarial method.



NOTICE

ANY HOLDER OF THIS CONSUMER CREDIT CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSES WHICH BUYER (STUDENT) COULD ASSERT AGAINST THE SELLER (SCHOOL) SERVICES OBTAINED HEREUNDER. RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR HEREUNDER.

NOTICE

YOU MAY ASSERT AGAINST THE HOLDER OF THE PROMISSORY NOTE YOU SIGNED IN ORDER TO FINANCE THE COST OF THE EDUCATIONAL PROGRAM ALL OF THE CLAIM AND DEFENSES THAT

YOU COULD ASSERT AGAINST THIS INSTITUTION, UP TO THE AMOUNT YOU HAVE ALREADY PAID UNDER THE PROMISSORY NOTE.

NOTICE OF STUDENT RIGHTS

Read the "NOTICE OF CANCELLATION FORM" for an explanation of your cancellation right and responsibilities.

1. If you have lost your Notice of cancellation form, ask the school for a sample copy.
2. After the end of the cancellation period, you also have the right to stop school at any time, and you have the right to receive a refund for the part of the course not taken. Your refund rights are describing in the contract. If you have lost your contract, ask the school for a description of the refund policy.
3. If the school close before you graduate, you may be entitled to a refund. Contact the Council for Private Postsecondary and Vocational Education at the address and phone number printed below for information.
4. If you have any complaints, question, or problems you cannot work out with the school, write or call:

the Bureau for Private Postsecondary Education at 1747 N. Market Blvd, Suite 225,
Sacramento, CA 95834

P.O. Box 980818, West Sacramento, CA 95798-0818,

web site address: www.bppe.ca.gov.

Telephone and Fax # (888) 370-7589 or by fax (916) 263-1897/ (916) 574-8900 or by fax (916) 263-1897



Hybrid students:

1. Jade shall transmit all lessons and materials to the student if the student has fully paid for the educational program and, after having received the first lesson and initial materials, requests in writing that all of the material be sent.
2. If an institution transmits the balance of the material as the student requests, the institution shall remain obligated to provide the other educational services it agreed to provide, but shall not be obligated to pay any refund for the online (theory) portion of the program after all of the online (theory) lessons and material are transmitted.

STUDENT RIGHT TO CANCEL

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the seventh day after enrollment, whichever is later.

(CEC § 94900 (a) (8) (B))

RIGHT TO CANCEL ENROLLMENT AGREEMENT

You may cancel this contract for school, without any penalty or obligation, by the day started below.

If you cancel, any payment you have made and any, negotiable instrument signed by you shall be return to you within 30 days following the school's receipt of your cancellation notice. But, if the school gave you any equipment, you must return the equipment within 10 days of the date you signed a cancellation notice. If you do not return the equipment within the 10 days period, the school may keep an amount out of what you paid that equals the cost of the equipment. The school is required to refund any amount over that as provided above, and you may keep the equipment. To cancel the contract for school, mail or delivery of a signed and dated copy of the Cancellation Hybrid students have the right to cancel the enrollment agreement and receive a full refund, but not registration fee (non-refundable) before the first lesson and materials are received. Cancellation is effective on the date written notice of cancellation is sent. The institution shall make the refund pursuant to section 71750 of the Regulations. If the institution sent the first lesson and materials before an effective cancellation notice was received, the institution shall make a refund within 45 days after the student's return of the materials.



CANCELLATION PROCEDURES

All cancellations must be submitted in writing, “and that a withdrawal may be by student’s written notice or by the student’s conduct, including, but not necessarily limited to, a student’s lack of attendance.” (CEC § 94919 (b))

Cancellation by phone or by non-attendance is not considered an accepted means of cancellation. To cancel enrollment, mail or delivery of a signed and dated copy of the Cancellation Notice, or other written notice, should be sent and addressed to:
JADE BARBER AND BEAUTY COLLEGE, 1692 Tully Rd, unit # 8 &12

Institution shall refund 100 percent of the amount paid for the institution charged, less a reasonable deposited or application fee not to exceed two hundred fifty dollars (\$250). If notice of cancellation is made through attendance at the first-class section, or the seventh day after enrollment, whichever is later. (CEC § 94919(d))

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

(First day of class)

You may cancel this contract for school, without any penalty or obligation, by the day started below.

If you cancel, any payment you have made and any, negotiable instrument signed by you shall be return to you within 30 days following the school’s receipt of your cancellation notice.

But, if the school gave you any equipment, you must return the equipment within 10 days of the date

you signed a cancellation notice. If you do not return the equipment within the 10 days period, the school may keep an amount out of what you paid that equals the cost of the equipment. The school is required to refund any amount over that as provided above, and you may keep the equipment.

To cancel the contract for school, mail or delivery of a signed and dated copy of the Cancellation Notice, or any other written notice, or send to:



Jade Beauty and Barber College

1045 E. Capitol Expressway San Jose, CA 95121

NOT LATER THAN

(The seventh day after enrollment)

STUDENT'S SIGNATURE: _____

Remember, you must cancel in writing, and that withdraw may be effectuated by student's conduct, including, but not necessarily limited to, a student's lack of attendance. You do not have the right to cancel by just telephoning to the school or by not coming class.

If a 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, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal student financial aid program funds.

If you have any complaints, questions, or problems that you cannot work out with the school, write or call:

The Bureau for Private Postsecondary Education at Bureau for Private Postsecondary Education: 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834. Web site address www.bppe.ca.gov,

Telephone Number by calling, toll Free Number (888) 370-7589 or completing a complaint form, which a student can obtain on the bureau's internet. Web site Address: www.bppe.ca.gov

THIS NOTICE IS IMPORTANT KEEP IT FOR YOUR RECORD.

NOTICE OF REFUND

RIGHT TO WITHDRAW AND NOTICE OF REFUND

You have the right to withdraw at any time from the education service after midnight of the fifth business day described above (RIGHT TO CANCELLATION)." If you withdraw or are terminated, or expelled, by the school, the school will mail a refund as provided in this section within thirty (30) days following withdrawal, termination, or expulsion date.

You shall be considering by the School/Seller to have withdrawn from the course of instruction when any of the following occur:

1. You cancel or withdraw from educational services by written notice by mail or in person.



2. Your enrollment is terminated by the School/Seller as provided in above;
3. You fail to attend classes for a three-week period. For the purpose of the calculation of this part, the date of your withdrawal shall be deemed to be the date of your cancel or withdraw from educational services or enrollment is terminated by the school.
4. A student fails to return at the end of an authorized period of absence. In the event that such occurs, refunds shall be made according to the date that instruction began, until the last day of the student's physical attendance prior to the authorized leave of absence.
5. The student has been dismissed for a violation of the Rules and Regulations.
6. Failure to make tuition payments as scheduled in the Enrollment Agreement.

TERMINATION OF ENROLLMENT

Formal termination of the student's enrollment will occur under any of the following conditions:

- a) A student provides the school with written notification of his or her intent to withdraw.
- b) A student fails to return at the end of an authorized period of absence. In the event that such occurs, refunds shall be made according to the date that instruction began, until the last day of the student's physical attendance prior to the authorized leave of absence.
- c) A student has been absent for three consecutive weeks (15 class days). Absence without notice more than six months, whenever students are planning coming back, student must re-enroll and the current tuition cost will be applied.
- d) The student has been dismissed for a violation of the Rules and Regulations.
- e) Failure to make tuition payments as scheduled in the Enrollment Agreement.

All refunds will be made within 30 days of formal cancellation or determination of withdrawal as stated above.

SUSPENSION AND EXPULSION

1. First violation of School Rules and Regulation, student is warned.
2. Second violation of School Rules and Regulation, student is suspended for one day.
3. Third violation of School Rules and Regulation, student is not allowed to continue training unless student complies with the School Rules and Regulation.
4. Fourth violation of School Rules and Regulation, students are not allowed to re-enter the school.
5. A student violates the School Rules and Regulations, and Cosmetology and Barber laws. Student may be suspended or expelled at any time.



REFUND POLICY

Cancellation of enrollment after more than SEVEN days after the start of class shall be entitled to a refund. The student has a right to withdraw from school at any time and receive a refund for the portion of the course not completed. The refund amount will be “prorated” according to the uncompleted portion of the course, less the cost to the school of any unreturned equipment and a registration fee which will not exceed \$ 200.00. The refund will be made within 30 days after the date the school receives the student’s written Notice of Cancellation.

In the event that the school is permanently closed and no longer able to offer instruction after a student enrolls, the student will be entitled to a pro-rata refund of tuition as outlined in this refund policy, and the enrollment agreement. If a course has been cancelled subsequent to a student’s enrollment, the school shall at its option, provide a full refund of all funds paid, or provide completion of the course. If an applicant is not accepted for enrollment by the school, all funds paid will be refunded immediately.

(CEC § 94900 (a) (8) (B))

WITHDRAWALS and REFUNDS

- (a) Every institution shall make refunds that are no less than the refunds required under the Act and this Division.
- (b) An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal.
- (c) A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:
 - I. The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.
 - II. Except as provided for in subdivision (a) (3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.
 - III. Except as provided herein, all amounts that the student has paid shall be subject to refund unless the enrollment agreement and the refund policy outlined in the catalog specify amounts paid for an application fee or deposit not more than \$250.00, books, supplies, or equipment, and specify whether and under what circumstances those amounts are non-refundable. Except when an institution provides a 100% refund



pursuant to section 94919(d) or section 94920(b) of the Code, any assessment paid pursuant to section 94923 of the Code is non-refundable.

- IV. For purposes of determining a refund under the Act and this section, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in its catalog.
 - V. If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation.
- (d) An institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled. For purposes of this subdivision and section 94919(d) of the Code, "day" means calendar day.
- (e) The institution shall maintain a Cancellation and withdrawal log, kept current on a monthly basis, which shall include the names, addresses, telephone numbers, and dates of cancellations or withdrawal of all students who have cancelled the enrollment agreement with, or withdrawn from, the institution during the calendar year."

(5, CCR§71750)

MANDATORY CANCELLATION, WITHDRAWAL, AND REFUND POLICIES

- a) All cancellations must be submitted in writing, and that a withdrawal may be by student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.
- b) Institution shall refund 100 percent of the amount paid for the institution charged, less a reasonable deposited or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendant at the first-class section, or the seventh day after enrollment, whichever is later.
- c) The bureau may adopt by regulation a different method of calculation for institution delivered by other means, including, but not necessarily limited to, distance education.

(CEC § 94920)

Withdrawal and Refund

Every institution shall make refunds that are no less than the refunds required under the act and this division.

(CCR §71750 (a))



An institution may not enforce any refund policy that is not specified in the catalog as required pursuant to section 94909(a)(8)(B) of the Code, and must refund all institutional charges upon a student's withdrawal. (CCR §71750 (a))

For students who have completed 60 percent or less of the period of attendance shall be a pro rata refund

A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the Code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal. (CCR §71750 (a)(1))

Except as provided for in subdivision (a)(3) of this section, all amounts paid by the student in excess of what is owed as calculated in subdivision (a)(1) shall be refunded.

The institution shall pay or credit refund within 45 days of a student's cancellation or withdrawal. (CCR §71750) (2)(e))

CALCULATION OF AMOUNT TUITION & EQUIPMENT REFUND

Student enrolled in this particular course whose course tuition was paid in full would be entitled the following refunds if he/she withdrew from the program after completing a period of days or weeks of the following instruction.

- A Student is enrolled in a course that consists of 1,000 hours.
- A student is scheduled for 6 hours per day and five days a week. Tuition charge is \$4,000.00'
- There are no special equipment charges for this hypothetical student's course.
- This student withdraws from class after completing 10 days of the course.
- Therefore, total scheduled attended hours: 30hours



The refund would be calculated as follows:

- (A) Deduct a registration fee \$ 200.00 from the total tuition charge: $4,000.00 - \$200.00 = \$3,800.00$
- (B) Divide the total TUTION CHARGE BY the length of the program equal with the hourly charge. For example: $\$ 3,800 / 1000 \text{ hours} = \$ 3.80$
- (C) The amount owed by the student is calculated by schedule's attended is $\$3.80 \times 30 = \228.00 .
- (D) The refund would be any amount in excess of the figure derived in subparagraph (C) that was paid by the student: $\$3,800.00 - \$ 228.00 = \$ 3,572.00$.
- (E) The refund amount to the student will be \$ 3,572.00 minus the equipment charge, Supplies, book, access online if any

There is no refund tuition for students who attended or scheduled to attended more than sixty percent of the time length

The refund amount shall be adjusted accordingly which is provided in "RIGHT TO CANCELTION" for equipment, if applicable.

EQUIPMENT SUPPLY REFUNDS

Once purchased, any equipment and materials specified on the Equipment Schedule become the property of the Student/Buyer, unless such materials are returned in usable condition within 10 days of the Student/Buyer's withdrawal from school. Such materials will exclude health and sanitary items. The Seller/School will refund only the amount that exceeds the documented cost of such materials. Recognized health and sanitary restrictions prevent the school from accepting the return of equipment and materials specified in the Equipment Schedule.



COURSE INFORMATION

COURSE INFORMATION

CLASS SCHEDULE

CALENDAR AND HOLIDAY DATES

Regular classes will begin on every Monday of every week.

Monday through Friday Classes		
Morning Classes	8:30 AM	2:30 PM
Morning Classes	8:30 AM	5:00 PM
Afternoon Classes	12:30 or 1:00 PM	9:00 PM
Evening Classes	4:30 or 5:00 PM	9:00 PM

Saturday Classes		
Morning, Afternoon, Evening Classes	9:00 AM	6:00 PM

School Holidays	
New Year's Eve and New Year's Day	Memorial Day
Easter Night	Independence Day
Labor Day	Thanksgiving Day night and the Day After
Christmas (from 12/24 -Night to 12/25)	Religious Holidays may be excused with prior authorization of the school administrator.

Schedule: School opens From Monday to Saturday. Full time students who attend 20 hours a week and up, and part time students who attends from 15 hours & up a week. Student to will



meet their instructors every day, except Saturday to receive lectures, work sheets, practice test, practical demonstration, and assignments. Saturday, students will be assigned customer service or any requested. The school may have temporary closures for other holidays or emergencies. All students will be notified in the event of such days as early as possible.

SCHOOL RULES AND REGULATIONS

JADE BARBER AND BEAUTY COLLEGE, RULES AND REGULATIONS, PROFESSIONAL CONDUCT AND GENERAL POLICY IS PROVIDED TO PROSPECTIVE STUDENT PRIOR TO ENROLL TIME CLOCK

- 1) Each student must clock in and out his-self or her-self each day.
- 2) Students are not allowed to clock each other in or out. For hybrid students, elapsed practical hours with online theory hours will be removed from practical hours.
- 3) Each student must turn in time card and keep accurate record performed service and totaled by student each day.
- 4) In class hours, students must complete assigned practical operations and theory, or self-study (authorized by instructor). All class activities must be related to their course of study, all practical operations must be checked by instructor to receive credit each day.
- 5) Students must keep themselves in professional manners.
- 6) Students must keep their stations, stands, chairs, and mirror, cabinets Clean and Sanitary each day before they leave the school.
- 7) Students must wear pants or skirts must cover the knees and Shirt must completely cover chest well. No high heel shoes and slippers are allowed.
- 8) Students are not permitted to discuss tips and converse each other while they serve the customer.
- 9) Jade School does not permit students bring drug or stimulant of any kind, alcoholic beverages, radios, television into the school.
- 10) Student must not eat, drink, and smoke in class rooms and floor or while service on the customer.
- 11) Students must service all the customers on their assigned chairs.
- 12) Students can ask instructors to help if she or he is having difficulties such as with the customers or service is given.
- 13) Each student must comply with the school's rules and regulations.
- 14) Student(s) who act in a Fraudulent manner by forging instructors' signature to earn credit hours, student will be terminated.
- 15) Students cannot be changed the assigned chair without instructor's permission.



- 16) Students must get instructor's permission before service to each other.
Students 'time card will be clocked out if students leave the school without permission.
Repeat violation or any of the school' rules, students may be suspension or dismissal from the school.
- 17) Friends and visitor are not allowed on the working place and classrooms.
- 18) The school reserves the right to interrupt training if the tuition is past due.
- 19) Disrespect instructors, customers, or other students do not allow.
- 20) Students are not allowed disruption in the classrooms.
- 21) Students must pay for supplies and chemicals for personal service (50% off), and students are not allowed bring out side chemical products into the school to perform personal service.
- 22) The school reserves the right to open and check student's lockers at any time because the lockers are school property.
- 23) Students are responsibility for return any equipment's, supplies that student borrow from the school.
- 24) The school is not responsible for student personal stuffs.
- 25) Student is not allowed to bring time card home.
- 26) Students must call instructor to check before the customer leave.
- 27) The instructors will check and sign for each service such as haircut, chemicals service.... On mannequins or customers.
- 28) Students are not allowed to use the business phone for personal calls, except for an emergency.
- 29) Students must abide the State Cosmetology and Barber Board Rules and Regulations governing.
- 30) Students must also abide School's Rules and Regulations, any violation may result in suspension or dismissal from school.
- 31) Students absent three weeks who does not notice with school, your clocker may be cut.
Student who graduated must clean up their clocker in two weeks.
- 32) Absence without notice more than 30 business days whenever students is planning coming back, student must re-enroll and the current tuition cost will be applied.
- 33) Students file will be kept the max is 5 years. (CEC § 94900.5.)
- 34) Graduate document, graduated students will be provided proof of training, diploma, transcription (cost \$100.00). Within five years if student request to provides his or her graduated document again, it will be cost \$ 200.00. Time length will be provided in thirty to forty-five days.
- 35) student must take and pass weekly tests with 75% and up.
- 36) Students must take and pass practical and written tests with 75% and up before reapplication or graduation.



FACULTY, INSTRUCTORS, AND QUALIFICATIONS

FACULTY AND THEIR QUALIFICATIONS

Jade College's instructors who have at least a minimum of three years of experience, education and training in current practices of the subject area they are teaching. However, if an instructor does not possess the required three years of experience, education and training in the subject area they are teaching, the institution shall document the qualifications the instructor possesses that are equivalent to the minimum qualifications.

Each instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management or other courses related to teaching. The institution doesn't not employ or continue to employ an instructor who was adjudicated in a judicial or administrative proceeding as having violated any provision of the Act or this chapter.

Director: Raymond Tran

Qualification: Certificate of Authorization (CERT): 06-382989

Instructors:

Instructor: Raymond Tran

Field: Nail care, resume, investment and financial advice in business

Qualification: 20 years' experience in Beauty and Barber field.

Instructor: Thu T Le

Field: Cosmetology, Barber, Skin care, Nail care, and instructor courses.

Qualification: She has 30 years' experience in Beauty and Barber field.

Instructor: Alexander Joseph Sheldon

Field: Barber / Cosmetology/ Skin care/ administrator

Qualification:

Instructor: Danny Holt

Field: Barber

Qualification: He has 10 years' experience in Barber field.

CA licensed Barber 2011, complete instructor course (600 hours, 2013)

Instructor: Bach Mai Thi Nguyen

Field: Cosmetology, Skin Care, and Nail care, and instructor courses.

Qualification: She has more than 17years' experience in Beauty.



Instructor: Manuel Justin Calderon

Qualification: He has more than 12 years' experience in Barber field.

CA licensed Barber 2023

Instructor: Phuong Lien Pham

Field: Cosmetology, Skin care, Nail care courses.

Qualification: She has more than 8 years' experience in Beauty field.

Instructor: Thi Thanh Thong Nguyen

Field: Barber

Qualification

She has more than 5 years' experience in Barber field.

Instructor: Chau My Trinh

Qualification: Massage Therapy

He has more than 10 years' experience in the field.

Massage Therapist/Cosmetologist

Instructor: Massage Therapy

Thao Hieu Bui

Instructor: Massage Therapy

Qualification

He has more than 19 years' experience in the field.

Massage Therapist

(CEC §94909 (a)(7)) & CCR §71720)

DESCRIPTION OF ALL STUDENT SERVICES

No formal library is not needed to meet the instruction needs of students All programs as the acquisition specialized knowledge and hand-on-skill are essential elements for completion of the programs. General library material wouldn't be compatible with the objective of the programs. (Learning resources library) will be provided to students to learn, research any time during time of administrative hours. The school has stations consist of TV, DVD, lap tops/ desk top textbooks, and video that are related to the courses for students.



There will be lap tops/ desk top, DVD, and books that relate to haircut, hair design, hair styling, chemical applications, both manual and electric facial, waxing, make up, up do, manicure, pedicure, artificial nail, to learn more about chemicals, haircut, hair styling, and others that relate to their occupation. Finding the job and job interview books help students to learn how to get an interview and find job, interact with customers. Students need to request with administrator or instructor to check out reference materials.

Academic counseling:

The counselor explains and helps students complete the following:

- 1) Explain the educational programs, help students chose the courses that base on the students desired program.
- 2) Explain tuitions fee and fees, tools, and textbooks purchase.
- 3) Explain and help students fill out all the paper works such as contract, notice of student rights, notice of cancel and return polices...
- 4) Explain school's rules and regulations.
- 5) Explain school's calendar and help student chose the schedule time.
- 6) Review students' academic progress individually, and students can request meeting with counselor any time.

(5, CCR §71810(b) (12)) & (5, CCR §71740 and 71810 (b)(10))

HOUSING INFORMATION

- A. Jade College does not have dormitory facilities under its control
- B. The availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost of the housing in the area ranges from \$ 600 for one room in a house to \$1200 for studio apartment
- C. The institution has no responsibility to find or assist a student in finding housing. The program is "non-residential" does not satisfy this subparagraph.

(5, CCR §71810(b)(13)(A)(B)(C))

Explain Textbook Purchases:

In teaching, school uses text and reference books approved by the board, the bulletin performance developed by the board, and the Barbering and Cosmetology Act and the Rules and Regulations of the Board of Barbering and Cosmetology are also used.

Each student must possess the following:

- 1) At least one (1) of the textbooks and reference books approved by the board.
- 2) There shall be available for the use of students in the school.
- 3) A list of the text and reference books approved by the board. Any two approved text other than the one text possessed by the student



DESCRIPTION OF THE NATURE AND EXTENT OF PLACEMENT SERVICES

1. School contacts with salons employers and companies which can hire Cosmetologist, Barber hair stylists, Manicurists, Estheticians.
2. Post job opening in the school's post board.
3. Open for Salons, companies to come and show jobs opportunity in their companies.
4. School keeps contact through the use of survey forms or phone to assist graduated student at least for the first year. However, graduated students are welcome to contact or stop by to school at any time for job search and advice.

All students are provided with job placement assistance, which includes help on filling out employment applications, job seeking and interview advice, and access to a list of job openings available at local beauty salons.

The school will keep track of graduates through the use of survey forms or phone call to inquire about their current job status. Surveys are used solely to assist the school in helping its graduates in their job searches, and are not a guarantee of employment, nor an incentive to entice prospective students.

(CEC § 94909 (a)(13))

GAINFULLY EMPLOYMENT OF ITS GRADUATES

The graduate is employed in a job classification under the United States Department of Labor's Standard Occupational Classification codes, using the Detailed Occupation (six-digit) level, for which the institution has identified in its catalog and in its employment positions list required by section 94910(f)(2) of the Code that the program prepares its graduates.

(CIP codes: Cosmetology 12.0401; Barbering 12.0402; Esthetician / Skin care 12.0409; Nail care 12.0410.) (SOC codes: Cosmetology 39-5012; Barbering 39-5011; Esthetician / Skin care 39-5094; Nail care 39-5094)

(5, CCR§ 74112(d)(3))

HANDI-CAP ACCESS

The school is properly equipped and compliant to assist disabled individuals under 1993 ADA.

ADMINISTRATIVE OFFICE HOURS

Admissions and information are available at the school from Monday through Saturday 8:30 am – 5:00 pm. Prearranged appointments with the appropriate office are necessary.

JADE BEAUTY AND BARBER COLLEGE MAINTAINS DRUG AND ALCOHOL-FREE POLICIES Jade College will provide students all fact(s) that reasonably affect the student's decision to enroll.



The Fact(s) disclosed contains all of the following:

A current catalog or brochure containing information describing the following:

- 1) The courses offered, all of the occupations or job titles to which the program of instruction is represented to lead
- 2) Length of programs
- 3) Faculty and their qualifications
- 4) Schedule of tuition payments, fees, and all other charges and expenses necessary for completion of the course of instruction.
- 5) Cancellation and refund rights
- 6) The total cost of tuition over the entire period
- 7) A description of the student's rights under the Student Tuition Recovery Fund
- 8) The instruction provided under each course offered by the institution
- 9) The number of credit hours or clock hours of instruction or training per unit or units required for completion of the educational certificate program
- 10) The attendance, dropout, and leave-of-absence policies
- 11) The cancellation and refund policies
- 12) School rules and regulations.

In addition, the institution shall provide:

- A copy of the agreement containing all of the information required by section 94871
- The percentage of students completing that program of instruction for the time period that is required to be covered in the last annual report that;
- The percentage of students who completed the program of
- Instruction and obtained employment for the time period covered in the last annual report
- Any other information that is truth of any claim made by the institution as to job placement
- All the programs of instruction lead to employment in an occupation or job title for which a state licensing examination is required. All licensure or certification requirements established by the state for the occupation or job title category.

DESCRIPTION OF EDUCATIONAL, CLOCK HOURS, AND INSTRUCTION PROVIDED

DESCRIPTION OF THE PROGRAM

(Program CIP Code: 12.0499 Program SOC Code: 39-5012, 39-5091, 39-5092, 39-5093, 39-5094, 39-1021.01)

COSMETOLOGY HYBRID COURSE (Hybrid- theory online)



-COSMETOLOGY COURSE OF STUDY (1,600 CLOCK HOURS)-

This course covers the overall subject of cosmetology, haircare, skin care, manicure and pedicure. Successful completion of this course and pass the State Board Examination and Licensure allow the Cosmetologist to be Hair stylists, Chemical Applications, Skin care technician, Manicure, and pedicure salon manager, beauty product sales representative, and product demonstrator services. The course will consist of 1,600 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of cosmetology

(CEC § 94909 (a)(5))

COSMETOLOGY COURSE EDUCATION OBJECTIVE

The cosmetology course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a hair stylist, hair colorist, skin care technician, manicurist, pedicurist, nail artist, salon manager, beauty product sales representative, and product demonstrator.

(5, § CCR 70000(q) & 71810(b)(2))

COSMETOLOGIST COURSE GRADUATION/ COMPLETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in Cosmetology (1,600 clock hours) with a Grade Point Average (GPA) of 75% "C" or better. Student is required to take and passed weekly tests or quizzes and the final tests which are practical and written tests with an overall average of 75%"C". The student is awarded a diploma upon graduation. No internships or externships, or other increment for completion.

(CEC § 94909 (a) (5))

DESCRIPTION OF INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, the writing of outlines and perform assigned practical. Live demonstrate, audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or a mannequin.

Instructional Techniques and Methods: Students must attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, notes and actual perform practical

or services on another person or a mannequin. Students must pass weekly tests with a grade point average of 75% C or better.

The students learn and perform hair cutting and styling, hair coloring, chemical applications, make-up application and remove hair unwanted, facials both manual and electrical, scalp massage and hair treatments, manicure, pedicure, nail repairs, artificial nail applications, safety and sanitation requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students service clients (practical operations).

Each unit instruction is divided into four parts:

- I. Theory classes, (lectures and demonstrations)
- II. Theory testing, (written and oral)
- III. perform practical on mannequin or other people,
- IV. review (lectures and demonstrations) and progress evaluations.

(CEC § 94909(a)(5))

SESSIONS: Begin weekly on Mondays

COSMETOLOGIST COURSE LICENSING REQUIREMENTS

A cosmetology license will be granted by the State Board of Barber and Cosmetology of California only after student graduated from the Cosmetology course and passed the Cosmetology Stated Board Exam with an overall average of 75%

PROGRAM CONTENT

COSMETOLOGY SUBJECT	THEORY HRS (MIN)	PRACTICAL HRS (MIN)
The Barbering and Cosmetology Act and the Board’s Rules and regulations.	20	
Cosmetology Chemistry: Includes the chemical composition, how to use, how to care on hair, nail, and skin. It also includes the elementary chemical make-up, physical, and chemical changes of matter.	30	
Health and Safety/Hazardous Substances considerations: Including principles infection preventions, material safety data sheets, protection from hazardous chemicals health and safety laws and agencies, ergonomics, and communicable diseases.	30	



Electricity is used in Cosmetology: Include the electrical currents, operating electrical devices, and the safety precautions when operating electrical equipment).	20	
Disinfections and Sanitation: include procedures of sanitation and disinfectant, tools, equipment's to protect the health and safety of public and cosmetology.	30	50
Bacteriology, Anatomy, Physiology, and analysis.	100	
Hair styling includes client consultation, shampooing hair styling, finger wave, pin curls, rollers and comb out techniques. Hair styling also includes scalp and hair analysis, temporary straightening with hot comb and marcel ion or electric curling irons, and blower styling.	110	120 & up
Permanent Waving. (Include analysis structure of the hair, wrapping techniques, permanent waving chemicals, and safety precautions when using chemicals).	35	80 & up
Chemical Straightening: (Include analysis structure of the hair, and using thio relaxer, hydroxide relaxers, protective cream, base, and others).	35	25 & up
Haircutting: (Include analysis, hair, head and face shapes, and cutting methods on straighten hair and curly hair. Using the razor, electric, clippers, trimmer, and thinning, texturing shears for cutting).	70	150
Hair coloring and Bleaching: (Include analysis structure of the hair, chemical ingredients, mix products, apply bleach, color, predisposition tests, safety precautions, corrective coloring, and use color remover	80	65 & up
Scalp and Hair Treatments: Include structure of the hair, the chemical composition of the hair and scalp analysis, hair loss, scientific brushing, manual scalp manipulation, electric currents, and other hair treatments.	15	40
Facial: Basic classification and chemistry of skin care products	20	15 & up



Manual: cleansing methods, manipulations, and the using scrub, masks, packs.		
Electrical: The using high frequency current, galvanic, lights and electrotherapy therapy for facials and skin care.	20	15 & up
Chemicals: (Include chemical peels, packs, masks, and scrubs. Chemicals is use on the epidermis, uppermost layers of facial skin. All practical operations must be performed in accordance in Rules and Regulations.	20	20 & up
Eyebrow Arching and Hair Removal: (include temporary methods of hair removal, and create the arching by drawing and use wax, tweezers, for the removal of superfluous hair, dermaplaning Make up included: skin analysis, cosmetics for make-up, corrective make-up, the application of artificial eyelashes, brow and lashes tinting, and safety precautions	60	40& up
Manicure, Pedicure and artificial Nail: Water and Oil Manicure, include nail analysis, nail structure, nail disease, nail tools, nail care and hand and arm massage, and safety rules in manicure. Gel, dips, tips wraps and repair	60	60 & up
The salon Business and on the job (additional training) Going into business includes open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor	20	

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 1,600 hours.

TEXTBOOK AND SUPPLIES

(Milady Standard Cosmetology 2016, 13th Edition)

SUPPLIES

Disinfection solution	Shampoo & conditioner	Towels, drapes, mannequins and its holder	Hair cut & styling tools
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Permanent waving, soft perm, chemical hair relaxers products and tools	Color & Hight light products and tools	Hair removal Products & tools (Waxing & tweezing)	Facial product and tools
Make-up products and tools	Artificial eyelashes, brow and lashes tinting, and tools	Manicuring and pedicuring products	Nail enhancements products and tools acrylic, light gel, dipping

DESCRIPTION OF THE PROGRAM

(Program CIP Code: 12.0499 Program SOC Code: 39-5012, 39-5091, 39-5092, 39-5093, 39-5094, 39-1021.01)

COSMETOLOGY HYBRID COURSE (Hybrid- theory online)

-COSMETOLOGY COURSE OF STUDY (1,000 CLOCK HOURS)-

This course covers the overall subject of cosmetology, haircare, skin care, manicure and pedicure. Successful completion of this course and pass the State Board Examination and Licensure allow the Cosmetologist to be hair stylists, chemical applications, skin care technician, lash & brow technician, Manicure, pedicure salon manager, beauty product sales representative, and product demonstrator services. The course will consist of 1,000 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of cosmetology

(CEC § 94909 (a)(5))

COSMETOLOGY COURSE EDUCATION OBJECTIVE

The cosmetology course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a hair stylist, hair colorist, skin care technician, lash & brow technician, manicurist, pedicurist, nail artist, salon manager, beauty product sales representative, and product demonstrator.

(5, § CCR 70000(q) & 71810(b)(2))

COSMETOLOGIST COURSE GRADUATION/ COMPLETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in Cosmetology (1,000 clock hours) with a Grade Point Average (GPA) of 75% "C" or better. Student is required to take and passed weekly tests or quizzes and final test which is written test with an overall average of 75%"C". The student is awarded a diploma upon graduation. Internship, externship, or other increment for completion is an option of student.

(CEC § 94909 (a) (5))



DESCRIPTION OF INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, perform writing outlines, and perform assigned practical. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student performs actual services on another person or a mannequin.

Instructional Techniques and Methods: Students shall attend scheduled theory classes (lecture), perform demonstrations, read and do textbooks assignments, and perform actual practical services on another person or a mannequin. Students shall take, and pass weekly tests with a grade point average of 75% C or better.

The students learn and perform hair cutting and styling, hair coloring, chemical applications, make-up application, apply eyelashes, tinting, perming eyelashes & brows, remove unwanted hair, facials (manual and electrical), scalp massage, hair treatments, manicure, pedicure, nail repairs, artificial nail applications, and safety & sanitation requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students service clients (practical operations).

Each unit instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations)
- 2) Theory testing, (written and oral)
- 3) perform practical on mannequin or other people
- 4) review (lectures and demonstrations) and progress evaluations.

SESSIONS: Begin weekly on Mondays

(CEC § 94909(a)(5))

COSMETOLOGIST COURSE LICENSING REQUIREMENTS

A cosmetology license will be granted by the State Board of Barber and Cosmetology of California only after student graduated from the Cosmetology course and passed the Cosmetology Stated Board Exam with an overall average of 75%



PROGRAM CONTENT

COSMETOLOGY SUBJECT	THEORY HRS (MIN)	PRACTICAL HRS (MIN)
The Barbering and Cosmetology Act and the Board's Rules and regulations.	10	
Health and Safety: including instruction on hazardous substances, chemical safety, chemical composition and changes, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases. Board Approved Health & Safety Course (B&P 7389(a)): including instruction on hazardous substances, basic labor laws, and physical sexual assault awareness.	100	
Disinfections and Sanitation: Including instruction on disinfection and sanitation procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments. Bacteriology, Anatomy, Physiology, and analysis	60	40
Chemical hair services: Including instruction on coloring, straightening, permanent waving, bleaching, hair analysis and its structure. predisposition and strand tests, safety precautions, formula mixing, and the use of dye remover.	100	100
Hairstyling Services: "Including instruction on arranging blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and nonchemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting." The chemical composition	90	110



of the hair and scalp analysis, hair loss, manual scalp manipulation, hair treatments.		
Skin Care: Including instruction on chemical and manual facials and massaging, stimulating, exfoliating, cleansing, or beautifying the face, scalp, neck, or body by the use of hands, esthetic devices, cosmetic products, antiseptics, lotions, tonics, or creams that do not result in the ablation or destruction of the live tissue.	90	60
Hair Removal and Lash and Brow Beautification: Including instruction on tinting and perming eyelashes and brows and applying eyelashes to any person, and includes removing superfluous hair from the body of any person by use of depilatories, tweezers, sugaring, nonprescription chemicals, or waxing, or by the use of devices and appliances of any kind or description, except by the use of lasers or light waves, which are commonly known as rays.	20	50
Manicure and Pedicure: Including instruction on water and oil manicures, hand and arm massage, foot and ankle massage, nail analysis, and artificial nail services, including, but not limited to, acrylic, liquid and powder brush-on, dip, tips, wraps, and repairs.	60	40
The salon Business and on the job (additional training) . Going into business includes open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor	10	20

Note: once the minimum required hours have been met, it is at the student(s) discretion to determine what subject(s) they will allocate additional hours to meet the 1,000 hours



TEXTBOOK AND SUPPLIES

(Milady Standard Cosmetology 2016, 13th Edition)

SUPPLIES

Disinfection solution	Shampoo & conditioner	Towels, drapes, mannequins and its holder	Hair cut & styling tools
Permanent waving, soft perm, chemical hair relaxers products and tools	Color & Hight light products and tools	Hair removal Products & tools (Waxing & tweezing)	Facial product and tools
Make-up products and tools	Artificial eyelashes, brow and lashes tinting, and tools	Manicuring and pedicuring products	Nail enhancements products and tools Acrylic, light gel, dipping

DESCRIPTION OF THE PROGRAM (Program CIP Code: 12.0410 Program SOC Code: 39-5092)

MANICURIST (NAIL CARE) HYBRID COURSE (Hybrid- theory online)

-MANICURIST (NAIL CARE) COURSE OF STUDY (400 CLOCK HOURS)-

This course covers the overall subject of manicure, and pedicure. Successful completion of this course and pass the State Board Examination and Licensure allow the students to be Manicurists and Pedicurist, nail artists at Acrylic Nails, Nail Tip Applications, Nail Wraps, Nail repair, salon owner, salon manager, beauty product sales representative, and product demonstrator. The course will consist of 400 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of nail care.

(CEC § 94909 (a)(5))

MANICURIST COURSE EDUCATION OBJECTIVE

The Nail Care course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry- level positions in the Beauty Industry in such occupations as a manicurist, pedicurist, and nail artist.

(5, § CCR 70000 (q) & 71810 (b) (2))

MANICURIST COURSE GRADUATION/COMPLETETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in Nail care (400 clock hours) with a Grade Point Average (GPA) of 75% “C” or better. Student is required to take and passed weekly tests or quizzes and the final tests which are practical and written tests with an overall average of 75%” C”. The student is awarded a diploma upon graduation. No internships or externships, or other increment for completion.

DESCRIPTION OF INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, the writing of outlines and perform assigned practical operation. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or artificial fingers. (CEC § 94909 (a)(5))

Instructional Techniques and Methods: Students must attend scheduled theory classes (lecture), demonstrations, read assignments of their textbooks, and perform practical operation or services on another person or artificial fingers. Students must pass weekly test with a grade point average of 75% or better.

The students learn and perform manicure, pedicure, nail repairs, artificial nail applications, safety, sanitation, and disinfectant. Reception desk duties, professionalism, and communication skills are provided to student prior the students service clients (practical operations).

Each chapter instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations)
- 2) Theory testing, (written and oral)
- 3) perform practical on artificial nail or other people.
- 4) review (lectures and demonstrations) and progress evaluations.

SESSIONS: Begin weekly on Tuesdays.

NAIL CARE COURSE LICENSING REQUIREMENTS

A Nail care license will be granted by the State Board of Barber and Cosmetology of California only after students graduated from the Nail course and passed the nail care Stated Board Exam with an overall average of 75%.

PROGRAM CONTENT

MANICURIST SUBJECTS

THEORY HRS (MIN)

PRACTICAL HRS (MIN)

The Cosmetology Act and the Board’s rules and regulations.	10	
Nail product Chemistry: (Include the chemical composition, how to use, how to care on nail, and toes. It also includes the	10	



elementary chemical make-up, physical, and chemical changes of matter).		
Health and Safety/Hazardous Substances: Including lesions of principal prevention infection material safety data sheets, protection from hazardous chemicals, health and safety laws and agencies, ergonomics, and communicable diseases.	25	
Disinfection and Sanitation: include procedures of sanitation, disinfectant tools, equipment to protect the health and safety of public and Manicurists.	20	20
Bacteriology, Anatomy, and Physiology: include structure of bones, muscles, cells growth, nail analysis	45	
Water and Oil Manicures: includes equipment, implements, procedures, hand and arm Massage, (50 NAILS)	20	50 & up
Complete Pedicure: Includes equipment, implements, procedures foot and ankle massage.	20	45 & up
Application of nails Acrylic: Liquid and powder brush-on, gel (150 nails) Nail tips (120 nails) Wrap and repairs (45 nails)	30-40	65
The salon Business and on the job (additional training) Going into business includes open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor	10	

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 400 hours.



TEXTBOOK AND SUPPLIES

(Milady Standard Nail Technology with Standard Foundations 2021, 8th Edition)

SUPPLIES

Disinfection solution	Towels, artificial hands or fingers, carry bag	Manicuring and pedicuring products and tools	Acrylic nail & products
Dipping nail & products	Building gel & products	Nail tips, wrap supplies & products	Paraffin & Hot oil treatment for nails
Nail Painting (optional)	Hybrid gel (optional)	Nail art (optional)	

DESCRIPTION OF THE PROGRAM

(Program CIP Code: 12.0409 Program SOC Code: 39.5094, 39-5091, 39-1021.01)

ESTHETICIAN HYBRID COURSE (HYBRID- THEORY ONLINE)

- ESTHETICIAN COURSE OF STUDY (600 CLOCK HOURS)-

This course covers the overall subject of skin care, hair removal, make-up, and eyelashes application. Successful completion of this course and pass the State Board Examination and Licensure allow the cosmetician to perform all skill needed as a skin care specialist, make-up artist, hair removal salon owner, salon manager, beauty product sales representative, and product demonstrator. The course will consist of 600 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of skin care.

(CEC § 94909 (a)(5))

ESTHETICIAN COURSE EDUCATION OBJECTIVE

The skin care course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a skin care technician, make-up artist, salon owner, salon manager, beauty product sales representative, and product demonstrator.

(5,§ CCR 70000(q) & 71810(b)(2))

ESTHETICIAN GRADUATION/ COMPLETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in cosmetician (600 clock hours) with a Grade Point Average (GPA) of 75% "C" or better. Student is required to take and passed weekly tests or quizzes and the final tests which are practical and written tests with an overall average of 75%"C". The student is awarded a diploma upon graduation. No internships or externships, or other increment for completion.

(CEC § 94909 (a)(5))



DESCRIPTION OF THE INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related materials, the writing of outlines and perform assigned practical. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or a mannequin.

Instructional Techniques and Methods:

Students must attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, and actual perform practical or services on another person or a mannequin. Students must pass weekly tests with a grade point average of 75% (c) or better.

The students learn and perform make-up application and remove hair unwanted, facials manual, electrical, chemicals, facial and treatments, selling products and service, safety and sanitation requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students actually service clients (practical operations).

Each chapter instruction is divided into four parts:

1. Theory classes, (lectures and demonstrations).
2. Theory testing, (written and oral).
3. perform practical on mannequin or other people.
4. Review (lectures and demonstrations) and progress evaluations.

SESSIONS: Begin weekly on Mondays.

(CEC § 94909 (a)(5))

ESTHETICIAN COURSE LICENSING REQUIREMENTS

An Esthetician license will be granted by the State Board of Barber and Cosmetology of California only after students graduated from the esthetician course and passed the Esthetician Stated Board Exam with an overall average of 75%.



PROGRAM CONTENT

ESTHETICIAN SUBJECTS

Theory Hrs (Min) Practical Hrs (min)

Barbering and Cosmetology Act and the Board's rules and regulations.	20	
Cosmetic Chemistry: (Include the chemical composition, how to use, how to care the skin. It also includes the elementary chemical make-up, physical, and chemical changes of matter, cosmetic ingredients, natural ingredients, and product safety.)	40	
Health and Safety/Hazardous Substances: Including lesions of principal prevention infection material safety data sheets, protection from hazardous chemicals, health and safety laws and agencies, ergonomics, and communicable diseases.	30	
Theory of Electricity: Includes electric currents, operating electrical devices, and the safety precautions when operating electrical equipment's).	30	
Disinfections and Sanitation: include procedures of sanitation, disinfectant tools, equipment's to protect the health and safety of public and cosmeticians.	20	25
Bacteriology, Anatomy, Physiology.	20	
Preparation (consultation, spa skill, CPR intake procedures, record ect)	20	
Manual Facials: An Includes skin analysis, the benefits of massage, types of massage movements, cleansing, packs and masks.	25	90 & up
Facial Electrical and Machines: Include all electric currents, lights therapy, electrotherapy for facials and skin care. Steamer, rotary brush, spray machine are also taught.	25	90 & up
Facial with chemicals: Include scrub, mask pack, peels on non-living epidermis only.	25	55



<p>Makeup eyelash application: Includes skin analysis, makeup tools color tones, analyzing features and face shape complete and corrective makeup, makeup products. It includes artificial eyelashes, band and individual, and removing artificial eyelashes.</p>	20	10
<p>Brow beautification and Hair Removal: include temporary methods of hair removal, and create the arching by drawing and use wax, tweezers, for the removal of superfluous hair, brow lamination, lash and brow lift, and dermaplaning</p>	25	20
<p>The salon Business and on the job (additional training) Going into business includes open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor</p>		10

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 600 hours.

TEXTBOOK AND SUPPLIES

(Milady Standard Foundations with Standard Esthetics: Fundamentals 2020, 1st edition)

SUPPLIES

Disinfection solution	Facial supplies & products for normal, dry, sensitive, and oily skin	Towels, body drapes, carry bag	Waxing and Tweezing Supplies and Products
Make up Supplies and Products	Dermaplaning supplies and Products	Brows and lashes lift, dye and products	Facial equipment's, steamer, currents, lights, students can use school's ones
Micro derma abrasion	Extraction tools		

DESCRIPTION OF THE PROGRAM (Program CIP Code: 12.0402 Program SOC Code: 39-5011, 39-5012)

BARBER HYBRID COURSE (THEORY-ONLINE)

-BARBER COURSE OF STUDY (1,500 CLOCK HOURS)-

This course covers the overall subject of Barber, hairstyling. Successful completion of this course and pass the State Board Examination and Licensure allow the Barber to be a hair



stylist, hair colorist, chemical applicators, specialist for man facial, shaving, salon owner, salon manager, beauty product sales representative, and product demonstrator. The course will consist of 1,500 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of Barber.

(CEC § 94909(a)(5))

BARBER COURSE EDUCATION OBJECTIVE

The Barber course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a hair stylist, hair colorists, chemical applicators, specialist for man facial, shaving, salon owner, salon manager, beauty product sales representative, and product demonstrator.

(5 § CCR 70000(q) & 71810(b)(2))

BARBER COURSE GRADUATION/COMPLETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in Barber (1,500 clock hours) with a Grade Point Average (GPA) of 75% "C" or better. Student is required to take and passed the weekly tests or quizzes final tests which are practical and written tests with an overall average of 75%"C". The student is awarded a diploma upon graduation.

No internships or externships, or other increment for completion.

(CEC § 94909 (a) (5))

DESCRIPTION OF THE INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, the writing of outlines and perform assigned practical. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or a mannequin.

Instructional Techniques and Methods: Students must attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, and actual perform practical or services on another person or a mannequin. Students must pass weekly tests with a grade point average of 75% "C" or better.

The students learn and perform hair cutting and styling, shaving, hair coloring, chemical applications, manual facial scalp massage, hair treatments, shampoo, inclined and reclined methods, safety and sanitation requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students service clients (practical operations).



Each chapter instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations).
- 2) Theory testing, (written and oral).
- 3) Perform practical on mannequin or other people.
- 4) Review (lectures and demonstrations) and progress evaluations.

(CEC § 94909 (a) (5))

SESSIONS: Begin weekly on Mondays.

BARBERS COURSE LICENSING REQUIREMENTS. Barber license will be granted by the State Board of Barber and Cosmetology of California only after students graduated from the Barber Course and passed the Barber Stated Board Exam with an overall average of 75%.

PROGRAM CONTENT

BARBER SUBJECTS

Theory Hrs (Min) Practical Hrs

Barbering and Cosmetology Act and the Board's rules and regulations.	20	
Chemistry: Includes the chemical composition, how to use, how to care on hair, and skin. It also includes the elementary chemical make-up, physical, and chemical changes of matter	30	
Health and Safety/Hazardous Substances: Including principle of prevention infection, material safety data sheets, protection from hazardous chemicals, health and safety laws and agencies, ergonomics, and communicable diseases	30	
Theory of Electricity: Includes electric currents, operating electrical devices, and the safety precautions when operating electrical equipment's	20	
Disinfections and Sanitation: include procedures of sanitation, disinfectant tools, equipment's to protect the health and safety of public and barber	30	60
Bacteriology, Anatomy, Physiology and skin analysis	100	



Hair Styling: Include Scalp and hair analysis, electric curling irons, and blower styling, finger waving, comb outs, straightening	40	220
Permanent waving Include analysis structure of the hair, and using techniques, permanent chemicals, waving and safety precautions	35	75 & up
Chemical Straightening: Include analysis structure of the hair, and using thio relaxer, hydroxide relaxer, protective cream, base, and others	35	30 & up
Haircutting: Include analysis, hair, head and face shapes, and cutting method of straitening of category of types. Using equipment such as razor, electric clippers, trimmers, and thinning & texturing shears for cutting	70	120 & up
Hair analysis and structure Analysis hair types, growing, structure	50	
Hair coloring and Bleaching: (Include analysis structure of the hair, chemical ingredients, mix products, apply bleach, color, predisposition tests, safety precautions, corrective coloring, and use color. Fifty operations	80	50& up
Scalp and Hair Treatments: Include structure of the hair, the composition of the hair, scalp analysis, hair loss, scientific brushing, manual scalp manipulation, electric currents, and other hair treatments and manual scalp manipulation.	20	25
Shampoo: Includes inclined and reclined methods	40	20& up
Fundamentals of Shaving: Include Free- hand position and stroke, back hand position and stroke, reverse back hand position and stroke, and reverse free hand stroke, mustache and design.	100	100
Rest facial: Include cleansing, scientific manipulations, using cosmetics.	30	20



<p>The salon Business and on the job (additional training) Going into business, open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor</p> <p>Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 1,500 hours.</p>	20	
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TEXTBOOK AND SUPPLIES

(Text book Milady Barber Standard 6th Edition)

SUPPLIES

Disinfection solution	Shampoo & conditioner	Towels, drapes, mannequins and its holder	Hair cut & styling tools
Permanent waving, soft perm, chemical hair relaxers products and tools	Color & Hight light products and tools	Shaving supplies and tools	Facial product and tools

DESCRIPTION OF THE PROGRAM

BARBER HYBRID COURSE (THEORY-ONLINE)

-BARBER COURSE OF STUDY (1,000 CLOCK HOURS)-

This course covers the overall subject of Barber, hairstyling. Successful completion of this course and pass the State Board Examination and Licensure allow the barber to be a hair stylist, hair colorist, chemical applicators, specialist for men’s facial, shaving, salon owner, salon manager, beauty product sales representative, and product demonstrator. The course will consist of 1,000 clock hours consisting of technical instruction and practical operations covering all practices constituting the art of barber.

(CEC § 94909(a)(5))

BARBER COURSE EDUCATION OBJECTIVE

The Barber course of study is designed to provide students with the basic skills and knowledge required to pass the State Board licensing examination. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a hair stylist, hair colorists, chemical applicators, specialist for man facial, shaving, salon owner, salon manager, beauty product sales representative, and product demonstrator.

(5 § CCR 70000(q) & 71810(b)(2))



BARBER COURSE GRADUATION/COMPLETION REQUIREMENTS

The student must complete the required theory hours and minimum required practical operations in Barber (1,000 clock hours) with a Grade Point Average (GPA) of 75% “C” or better. Student are required to take and pass the weekly tests or quizzes final tests which are written tests with an overall average of 75%”C”. The student is awarded a diploma upon graduation. Internship, externship, or other increment for completion is an option of student.

(CEC § 94909 (a) (5))

DESCRIPTION OF THE INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, perform writing outlines, and perform assigned practical. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or a mannequin.

Instructional Techniques and Methods: Students shall attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, and actual perform practical or services on another person or a mannequin. Students shall take and pass weekly tests with a grade point average of 75% “C” or better.

The students learn and perform hair cutting and styling, shaving, hair coloring, chemical applications, manual facial scalp massage, hair treatments, shampoo, inclined & reclined methods, safety & sanitation requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students service clients (practical operations).

Each unit instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations)
- 2) Theory testing, (written and oral)
- 3) perform practical on mannequin or other people
- 4) review (lectures and demonstrations) and progress evaluation

(CEC § 94909 (a) (5))

SESSIONS: Begin weekly on Mondays.

BARBERS COURSE LICENSING REQUIREMENTS

A Barber license will be granted by the State Board of Barber and Cosmetology of California only after students graduated from the Barber course and passed the Barber Stated Board Exam with an overall average of 75%.



PROGRAM CONTENT

BARBER SUBJECT	THEORY HRS (MIN)	PRACTICAL HRS (MIN)
The Barbering and Cosmetology Act and the Board's Rules and regulations.	20	
Health and Safety/Hazardous Substances: including instruction on hazardous substances, chemical safety, chemical composition and changes, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases. Board Approved Health & Safety Course (B&P 7389(a)): including instruction on hazardous substances, basic labor laws, and physical sexual assault awareness.	100	
Disinfections and Sanitation: Including instruction on disinfection and sanitation procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments. Bacteriology, Anatomy, Physiology, and analysis.	100	50
Chemical hair services: Including instruction on coloring, straightening, permanent waving, bleaching, hair analysis and its structure. predisposition and strand tests, safety precautions, formula mixing, and the use of dye remover.	100	100
Hairstyling Services: "Including instruction on arranging blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and nonchemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting." The chemical composition of the hair and scalp analysis, hair	100	140



loss, manual scalp manipulation, hair treatments.		
Shaving and Trimming of the Beard: Including instruction on preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages.	100	100
The salon Business and on the job (additional training) Going into business includes open your own salon business plan, business operation, record-keep, booth rental, tax, independent contractor.	20	25

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 1,000 hours.

TEXTBOOK AND SUPPLIES

(Milady Barber Standard 6th Edition)

SUPPLIES

Disinfection solution	Shampoo & conditioner	Towels, drapes, mannequins and its holder	Hair cut & styling tools
Permanent waving, soft perm, chemical hair relaxers products and tools	Color & Hight light products and tools	Shaving supplies and tools	Facial product and tools

DESCRIPTION OF PROGRAM

COSMETOLOGY OR BARBER INSTRUCTOR HYBRID COURSE (THEORY ONLINE)

-COSMETOLOGY OR BARBER INSTRUCTOR COURSE OF STUDY (600 HOURS)-

This course covers the overall subject of preparatory lesson plans, practical operation conducting classroom, and supervision of student practice. Successful completion of this course allows, the licensed Cosmetologist and licensed Barber to perform all skill needed as a Cosmetology instructor or Barber instructor.

(CEC § 94909(a)(5))



COSMETOLOGY OR BARBER INSTRUCTOR COURSE EDUCATION OBJECTIVE

The Cosmetology and Barber instructor course of study is designed to provide students with the basic skills and knowledge to become a qualify instructor. Students are also prepared for entry level positions in the Beauty Industry in such occupations as a Cosmetology instructor, Barber instructor, completed of this course Cosmetologist and Barber can conduct technique instructions for classes in confidence and provide his/ her knowledge to students. Besides, he or she will be best hair stylist, hair colorist, skin care technician, manicurist, pedicurist, nail artist, salon owner, salon manager, beauty product sales representative, and product demonstrator with structure for future use in the field

(5, § CCR 70000 (q) & 71810 (b) (2))

COSMETOLOGY OR BARBER INSTRUCTOR COURSE COMPLETION REQUIREMENT

The student must has completed the 12th grade or its equivalents, hold a Cosmetology or Barber license, and complete the required theory hours and minimum required practical operations in Cosmetology and Barber instructor (600 clock hours) with a Grade Point Average (GPA) of 75% "C" or better. Student is required to take and passed the final tests which are practical and written tests with an overall average of 75%"C". The student is awarded a diploma upon graduation. No internships or externships, or other increment for completion.

(CEC § 94909 (a) (5))

DESCRIPTION OF THE INSTRUCTION

- ▲ **Technical Instruction:** In classroom participation, instructors demonstrate and lecture. Students study textbooks, related material, the writing of outlines and perform assigned practical. Audios, visual films, tapes, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual conduct technique instruction in class by performance lecture and demo practical procedure another person or a mannequin. Instructional

Techniques and Methods: Students must attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, and actual conduct the classes. Students must pass weekly tests with a grade point average of 75% "C" or better.

The students learn how to perform/ conduct and create the procedure for classes in hair cutting and styling, shaving, hair coloring, chemical applications, manual facial scalp massage, hair treatments, shampoo, inclined and reclined methods, safety and sanitation requirements through the program. Instructor students also conduct reception desk duties, professionalism, and communication skills student.

Each chapter instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations)
- 2) Theory testing, (written and oral)
- 3) Perform technique instruction in classes which is under supervision of experienced instructors.
- 4) Review (lectures and demonstrations) and progress evaluations.

(CEC § 94909 (a) (5))

SESSIONS: Begin weekly on Fridays.

COSMETOLOGY OR BARBER INSTRUCTOR SUBJECTS

TECHNICAL SUBJECTS

Theory Hrs (Min) Practical Hrs (Min)

The Barbering and Cosmetology Act and Board's Rules and Regulations.	10	
Preparatory Instruction: Including Instructional techniques, organization technique, and evaluation technique.		
a) Instructional techniques: lecture, demonstration, performance, communication skills, instructional aids, and using questions to promote learning.	40	
b) Organization technique: including objective, teaching method, and performance.	30	50
c) Lesson plan: subject, outlines, lesson objective, summary and review, visual aids,	60	50
d) Evaluation technique: tests' purpose, types of tests, scoring, grading, etc.	10	
Conducting Classroom: Lectures presentation, demonstrations for practical operations.	30	150
Supervision of student: Supervising and training students practice on	20	150

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 600 hours.



TEXTBOOK AND SUPPLIES

(Milady professional educator, 4th Edition)

SUPPLIES

Disinfection solution	Shampoo & conditioner	Towels, drapes, mannequins and its holder	Hair cut & styling tools
Permanent waving, soft perm, chemical hair relaxers products and tools	Color & Hight light products and tools	Hair removal Products & tools	Facial product and tools
Make-up products and tools	Aartificial eyelashes, brow and lashes tinting, and tools	Manicuring and pedicuring products	Nail enhancements products and tools acrylic, light gel, dipping

DESCRIPTION OF THE PROGRAM (Program CIP Code: 51.3501 Program SOC Code: 31.9011)

-MESSAGE THERAPIST COURSE OF STUDY (500 CLOCK HOURS)-

This course covers the overall subject that includes instruction in basic Swedish massage, Shiatsu, Reflexology, Polarity, Sports Massage, Range of Motion, Self-Care and Movement Awareness, Business & Professional Ethics. The program blends bodywork techniques with integrated Anatomy and Kinesiology; develops awareness techniques using body mind metaphors, music, and movement, listening and seeing as well as Anatomy and Physiology massages.

MESSAGE THERAPIST PROGRAM COURSE EDUCATION OBJECTIVE

The Massage therapy Program course of study is designed to provide (will teach) students in basic Swedish massage, Shiatsu, Reflexology, Polarity, Sports Massage, Range of Motion, Self-Care and Movement Awareness, Health, Personal hygiene, Contraindication, Business & Professional Ethics, as well as Anatomy and Physiology massages. Students are also prepared for entry level positions in the massage Industry in such occupations as basic skill in hands, foot and body massage, reflexology, acupressure, shiatsu, massage therapist, spa owner, massage product sales representative, and product demonstrator.

(5, § CCR 70000 (q) & 71810 (b) (2))



DESCRIPTION OF PROGRAM

This course covers the overall subject that includes instruction in basic Swedish massage, Shiatsu, Reflexology, Polarity, Sports Massage, Range of Motion, Self-Care and Movement Awareness, Health, Personal hygiene, Contraindication, Business & Professional Ethics, as well as Anatomy and Physiology massages. The course will consist of 500 clock hours consisting of technical instruction and practical operations.

DESCRIPTION OF THE INSTRUCTION

Technical Instruction: In classroom participation, instructors demonstrate and lecture. Students study textbooks, related materials, the writing of outlines and perform assigned practical. Audios, visual films, disc, slides are used to help the students understand all lectures and procedures.

Practical Operations: the student actual performance services on another person or who needed.

Instructional Techniques and Methods:

Students must attend scheduled theory classes (lecture), demonstrations, read and do assignments of their textbooks, and actual perform practical or services on another person or special needs. Students must pass weekly tests with a grade point average of 75% (c) or better.

The students learn and perform basic and advanced Swedish massage, Shiatsu, Reflexology, Polarity, Sports Massage, Range of Motion, Self-Care and Movement Awareness, Health, Personal hygiene, Contraindication Business & Professional Ethics, as well as Anatomy and Physiology massages. Besides, safety and sanitation are requirements. Reception desk duties, professionalism, and communication skills are provided to student prior the students actually service clients (practical operations).

Each chapter instruction is divided into four parts:

- 1) Theory classes, (lectures and demonstrations)
- 2) Theory testing, (written and oral)
- 3) Perform practical on other people
- 4) Review (lectures and demonstrations) and progress evaluations. (CEC § 94909 (a) (5))

SESSIONS: Begin weekly on Tuesdays.

GRADUATION REQUIREMENT

The student must complete the required theory hours and minimum required practical operations in 500 hours with a Grade Point Average (GPA) of 75% “C” or better. Student is required to take and passed the weekly tests or quizzes final tests which are practical and written tests with an overall average of 75%”C”. The student is awarded a diploma upon graduation. No internships or externships, or other increment for completion.

(CEC § 94909 (a) (5))

COURSE CERTIFICATION REQUIREMENTS

A Massage Practitioner certification will be certified by California Massage Therapy Council (CAMTC) only. After students graduated from the course, students must take the written test and provide fingerprint to the California Department of Justice for a criminal back ground check and pay fees requires by the CAMTC.

PROGRAM CONTENT

SUBJECT HOURS

Theory Hrs (Min) Practical Hrs(Min)

Massage rules & regulations	8	
Health, Safety, Hygiene; Including principles of infection preventions, understanding disease therapist personal hygiene, and standard precautions	5	
Contraindications: Including endangerment areas, contraindications, and medications and massage	13	
Therapeutic Massage Techniques: Students will be taught the basic foundation of massage as needed for a professional practice. A variety of strokes and styles will be introduced based on the theory of Swedish massage such as effleurage, petrissage, kneading and percussion as well as stretching techniques, joint mobilization, soft tissue release, la stone massage, aromatherapy, spa treatment, deep tissue, and long connecting strokes. In addition, the classes focus on developing sensitivity and ability to handle emotional content which may come up in a practice.	25	62



<p>Polarity: Powerful bodywork technique which relaxes, revitalizes and balances the body and mind energies by using the natural currents that flow through the hand, blockages of energy that make symptom of illness can be released, so that massage recipients feel connected and energized; thus, better health is promoted.</p>	8	16
<p>Shiatsu: Shiatsu is a classic oriental form of body therapy which uses connecting stretches and finger pressure on acupuncture points along the body meridians.</p>	12	20
<p>Reflexology: Applying pressure, then massaging on certain areas (reflexes). Reflexology is a healing art built on the principle that certain areas (reflexes) in the hands and feet correspond to all of the glands, organs and parts of the body. An increase the flow of vital energy and blood throughout the body is obtained by locating appropriate reflex.</p>	12	20
<p>Sports massage: Students will be learned the differences between pre and post event massage and learn compression techniques and stretches.</p>	8	26
<p>Anatomy & Physiology:</p> <p>Anatomy: This basic and advanced Anatomy class is a unique hands-on approach to skeletal system, muscular system, and integumentary systems. Students learn to feel, visualize and understand the body's interrelation ships, and will be able to approach massage with a working knowledge of structure and function of the body.</p> <p>Physiology: This is a basic and advanced introduction to the science of the functions and activities performed by the body structure. Instruction will include study of the systems of the body and how the art of massage impacts the entire body.</p>	20	42
<p>Kinesiology with Movement Awareness: Kinesiology, the study of motion, plays a critical role understanding patterns of movement and structure in the human body. Students are learned how to move and work without stressing their own bodies. They learn that the massage</p>	12	15



must be an exchange and healing experience for both giver and receive. Included are exercises and stretches for self-care.		
Pathology: Pathology is the study of anatomic and functional of disease. Students are given instruction in order to begin to recognize various pathologies; and when massage therapy is indicated or contraindicated.	12	15
La stone therapy: Using cold or warm stones to perform deep tissue massage techniques and place on nerve ending to stimulation and relaxing.	6	20
Aromatherapy:		
➤ Using essential oils to massage to help health problems such as release pains and stresses.	10	20
➤ Deep tissue massage		
➤ Using Swedish massage such as effleurage, petrissage, kneading and percussion pressure harder on certain area to release pain and stimulation nerve and muscle.	10	30
	8	25
Salon Business: Students are taught marketing strategies, self-promotion business ethics and the responsibilities in order to create a successful massage practice. In addition, students are learned business that includes open your own salon business plan, regulation, Business laws, and insurance; types of salon ownership, purchasing an established salon, drawing up a lease, business operation, record-keeping.	8	25

Note: once the minimum required hours have been met, it is up to student to determine what subject(s) they will allocate additional hours to meet the 500 hours.

TEXTBOOK AND SUPPLIES

(Theory and Practice of Therapeutic Massage, 6th edition (by Mark F. Beck. Publisher: Milady)

SUPPLIES

Disinfection solution	Massage supplies & products	Towels, body drapes, carry bag	Stones/ stone heater
Anatomy posters	Trigger point therapy charts	Shiatsu – Trigger point	



COURSE EQUIPMENTS and MATERIALS

- Mannequin's, with full head size 10 heads are used by instructors to demonstrations.
- Closed, clean cabinets to hold all clean towels, smocks, linens, sheets, and non-electrical tools. The following lists of equipment are owned by school and will be provided to students without charge.
- Time clocks (1) to be share by all students.
- Shampoo bowls, 5 pieces, to be shared.
- Dryer 6 pieces.
- Facial chair/ facial couches (two chairs).
- Manicure station (6).
- Thermal hair straightness (4).
- Non-electric comb (4).
- Stove, for non-electric comb (2).
- Styling and Barber chairs (15).
- Towel steamer (1)
- Receptacle for disposal of hair.
- Closed receptacles to hold all soiled towels, gowns and sheets.
- The customer service stations.
- Disinfectant solution, containers for disinfection
- Electric comb (2 pieces).
- Electric curling iron (3 pieces).
- Non- electric curling iron) (3), two sizes.
- Ball head mannequins (2 heads).
- Light therapy (3). Handle and facial light
- T.V.DVD, three sets to be share for all students.
- Facial machine set includes steamer, brush, galvanic current, high frequency current, two sets, to be shared
- Complete state board and salon kits are used teaching.
- UV light gels (2) to be share for all students

(5, § CCR 71735 & 71810(b) (9))

COSMETOLOGY COURSE AND BARBER

- Student chair, one for each student.
- Manicure table/ classroom table, one for two students.
- Counters and tables for practicing, one for each student.
- Cabinet for students, one for each student.
- Haircut chair with headrest, each for three students, use for hair cutting, hair styling, chemical application, and facial practical operation.



NAIL CARE COURSE

- Student chair, one for each student.
- Manicure table/ classroom table, one for two students.

ESTHETICIAN COURSE

- Student chair, one for each student.
- Student table, one for two students.
- Counters for practicing, one for each student.
- Cabinet for students, one for each student.

INSTRUCTOR COURSE

- Students who attend instructor course can use Cosmetology, Barber, Nail care, Esthetician's course material

MASSAGE THERAPY COURSE

EQUIPMENT / SUPPLIES:

- Massage beds (2)
- Body and foot rollers
- Herbs heat stones
- Body posters
- Anatomy poster or app
- Trigger point therapy chart
- Shiatsu posters
- Head and face massage tools
- Hot stone and warmer
- Hot pillows
- Eyes pad
- Book: Theory and Practice of Therapeutic Massage, 6th edition (by Mark F. Beck. Publisher: Milady)

COMPLIMENTARY AND CONTEST OF ACCOMPLISHMENT

The institution will have complimentary service to our students who pass and receive the state board license and graduation. Jade College will celebrate our student's accomplishment in their field of study. Contest will be opened for each class / under graduation. Reward/ gifts are given. Jade College is encouraging all students join in to challenge his/ herself.

Jade



Beauty & Barber College

Jade Beauty & Barber College

The professional photos and film will be shared in public for the hard-work who completed education of field of study. These photos and / or film are a gift / share to students and can be used in his or her and school portfolios, social media, marketing materials
Please share and let Jade College know if you do not allow.

Certification: I certify under penalty of perjury of the laws of the state of California that the catalog or brochure includes at a minimum the above stated information.

To the best of my knowledge, I declare that the information submitted is true and correct

A handwritten signature in black ink, appearing to read 'Raymond Tran', written over a horizontal line.

Signature