



# West Coast Barber College

3753 Mission Ave, Suite 108 Oceanside,  
CA 92058

*where all instruction occurs*

- School Catalog -  
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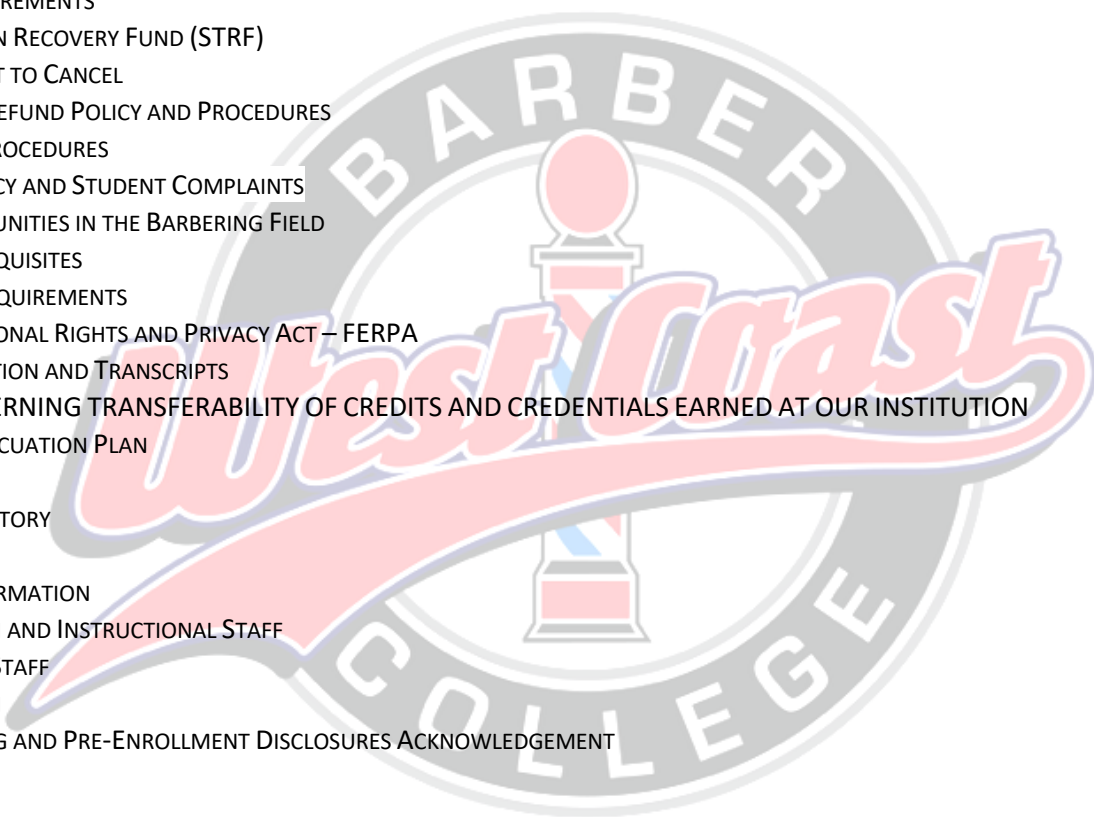
[www.westcoastbarbercollege.com](http://www.westcoastbarbercollege.com)

This is true and correct in content and policy. Director's signature: *Travis Waldo*

## Table of Contents

MISSION STATEMENT	4
CATALOG INFORMATION	4
FACILITIES AND EQUIPMENT	4
TOOLS & EQUIPMENT USED DURING THE EDUCATIONAL PROGRAM	4
BPPE APPROVAL	5
INSTRUCTIONAL LANGUAGE	5
VISA SERVICES	5
ADMISSION POLICY	5
TRANSFER POLICY (HOURS AND SERVICES FROM ANOTHER INSTITUTION)	6
RE-ENTRY (RE-ENROLLMENT POLICY)	6
NONDISCRIMINATION POLICY	6
SCHOOL HOURS AND HOLIDAYS (CALENDAR)	6
PROGRAMS	6
PROGRAM SCHEDULE	6
CLASS START DATES	7
ORIENTATION DAY	7
ADMINISTRATION HOURS	7
COURSE DESCRIPTIONS	7
TUITION & FEES	9
PAYMENT METHODS	10
EXTRA INSTRUCTIONAL (OVERTIME) CHARGES	10
LOAN REPAYMENT	10
SCHOLARSHIPS AND FEE WAIVERS	10
STUDENT TIME CLOCK POLICY	10
TARDY POLICY	10
EXCUSED AND UNEXCUSED ABSENCES	10
SCHOOL UNIFORMS AND DRESS CODE	10
LEAVE OF ABSENCE POLICY (LOA)	11
MAKE-UP WORK	11
CONDUCT POLICY	12
TERMINATION CONDUCT DISMISSAL POLICIES	12
LOST STOLEN ITEMS	12
PARKING	12
SMOKING	13
PERSONAL SERVICES POLICY	13
JOB PLACEMENT ASSISTANCE (EMPLOYMENT ASSISTANCE)	13
STUDENT SERVICES	13
LIBRARY SERVICES	13
SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)	13
EVALUATION PERIODS	14
ATTENDANCE PROGRESS	14
ACADEMIC PROGRESS	14
MAXIMUM TIME FRAME	14
GRADING SYSTEM	15

WARNING	15
RE-ESTABLISHMENT OF PROGRESS	15
EVALUATION RESULTS (SAP REPORTS)	15
ACADEMIC PROGRESS STATUS	15
INTERRUPTIONS, LEAVE OF ABSENCES, COURSE COMPLETIONS AND WITHDRAWS	15
TRANSFER STUDENTS	15
ACCESS TO SATISFACTORY ACADEMIC PROGRESS REPORTS	15
VETERANS FUNDING	16
FINANCIAL AID	16
VETERAN’S EDUCATION FUNDING	16
HOUSING	16
DISTANCE LEARNING	16
CONTROLLED SUBSTANCE POLICY	16
RECORD KEEPING	16
LICENSING REQUIREMENTS	16
STUDENT TUITION RECOVERY FUND (STRF)	17
STUDENT’S RIGHT TO CANCEL	18
INSTITUTIONAL REFUND POLICY AND PROCEDURES	18
WITHDRAWAL PROCEDURES	18
GRIEVANCE POLICY AND STUDENT COMPLAINTS	19
CAREER OPPORTUNITIES IN THE BARBERING FIELD	19
INDUSTRY PREREQUISITES	19
GRADUATION REQUIREMENTS	19
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT – FERPA	19
RECORDS RETENTION AND TRANSCRIPTS	20
NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION	20
EMERGENCY EVACUATION PLAN	20
OWNERSHIP	20
BANKRUPTCY HISTORY	20
ACCREDITATION	21
COVID-19 INFORMATION	21
ADMINISTRATION AND INSTRUCTIONAL STAFF	21
INSTRUCTIONAL STAFF	21
ADMINISTRATION	21
SCHOOL CATALOG AND PRE-ENROLLMENT DISCLOSURES ACKNOWLEDGEMENT	22



### **Mission Statement**

West Coast Barber College provides students with a comprehensive course of instruction that includes haircutting, hairstyling, shaving, rest facial and all services that may be requested by a patron in a barber shop or salon. Students will learn to perform services like coloring, chemical relaxing, perms, scientific scalp massage and proper shampoo procedure. The program is designed to prepare our students to be creative and skillful barbers and prepare for **entry level employment** as barbers and pass the California state barbering exam.

### **Catalog Information**

West Coast Barber College is a private institution. West Coast Barber College's catalog is provided to students via the website (electronically) and a print version is available at the school, upon request. **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. West Coast Barber College's catalog shall be updated annually, per the California postsecondary Act of 2009 (94909). Any questions that you have regarding this catalog that have not been satisfactorily answered by this institution may be directed to the Bureau for Private Postsecondary Education at:

**Physical Address:** 1747 North Market Blvd., Suite 225, Sacramento, CA 95834

**Mailing Address:** P.O. Box 980818, West Sacramento, CA 95798-0818

**Website address:** [www.bppe.ca.gov](http://www.bppe.ca.gov)

**Telephone & Fax #s:** (888)370-7589 or by fax (916)263-1897  
(916)574-8900 or by fax (916)263-1897

A student or any member of the public may file a complaint about the institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau's internet website [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **Facilities and Equipment**

West Coast Barber College is located at 3753 Mission Ave, Suite 108, Oceanside, California 92058, *this where all instruction will occur.* The institution has the capacity, currently, to concurrently enroll up to 45 students. The institution features:

- A spacious 3200 square foot, air-conditioned facility, easily accessible by public transportation.
- 15 barber chairs fully equipped with one station to each chair. Each station includes a back bar with mirror, cabinets for tools, linen and soiled material receptacles.
- 3 shampoo chairs equipped with shampoo sinks, which have hot and cold running water.
- A laundry area
- ADA restrooms for men and woman.
- Filtered drinking water for the patrons.
- The classroom is equipped with student desks, 4' x 8' dry eraser board, anatomy charts, and DVD equipment for viewing educational videos.
- A separate room is dedicated for mannequins where students practice procedures like wrapping permanent wave rods and applying hair relaxers and colors.
- A student break room where a refrigerator, microwave and other kitchen appliances are available for student use.
- There is also an administration office that is equipped with desks, cabinets, computer system, and a copier.

### **Tools & Equipment Used During the Educational Program**

The equipment being used in this course of study shall include all the implements used in the barber occupation. Each student buys a "Barbers Kit" during the student's registration. A "Barbers Kit" will include but is not limited to: Walks Clippers, Andes T-Outliners, neck duster, water spray bottle, clipper oil, shears, all-purpose combs, rat tailed comb, tapered comb, curling iron, blow dryer, razor, razor blades, hair cape, barber jacket, tint bowl, tint brush, clipper spray, mirror and a *Milady's Standard Professional Barbering* text book. A complete list of the "Barbers Kits" tools and supplies and list of itemized charges for each item may be provide upon request.

For the Barber Crossover Course, student will receive a shaving kit, and a *Milady's Standard Professional Barbering* textbook as part of the program's course of study. All crossover students are required to bring all of the following tools and implements that will be used throughout the course, which shall include but is not limited to: Clippers, Outliners, neck duster, water spray bottle, clipper oil, shears, all-purpose combs, rat tailed comb, tapered comb, curling iron, blow dryer, hair cape, barber jacket, tint mug, tint brush, clipper spray, rubber gloves, and a mirror.

### **BPPE Approval**

This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education (BPPE) approval to operate means the institution is compliant with minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of title 5 of the California code of Regulations, and with state standards as set forth in the CEC and 5, CCR. The bureau's (BPPE'Ss website is: [www.bppe.ca.gov](http://www.bppe.ca.gov)).

### **Instructional Language**

Instruction is offered in English only.

### **Visa Services**

This institution admits students from other countries but doesn't provide visa related services.

### **Admission Policy**

West Coast Barber College is accepting students for admission once the following criteria have been met:

- Must be 17 years of age or older.
- Provide a copy of his/her High School Diploma, or GED or their transcript showing high school completion or documentation proving completion of homeschooling at the secondary level as defined by state law, or have evidence that verification of a foreign student's high school diploma has been performed by an outside agency that is qualified to translate documents into English and confirm the academic equivalence to a U.S. high school diploma.
- An academic transcript showing completion of at least a two-year program that is acceptable towards a bachelor's degree will substitute for a Highschool diploma or GED.
- Applicant must provide a valid, government-issued picture ID, such as a California Driver's license, other state issued ID, or Passport.
- Provide their Social Security number or TIN
- **Transfer students only:** Transfer students shall provide transcripts from prior instructional institution before enrollment. Failure to provide the required documentation of previous training, in any circumstance, prior to enrollment will result in not being able to apply those hours that could be accepted toward your enrollment at West Coast Barber College.
- **Barber Crossover Course students only:** Students must present proof of a current California Cosmetology license prior to enrollment.
- **Ability to Benefit Exam:** West Coast Barber College accepts Ability-to-Benefit students for those not meeting the GED or High School Diploma requirement. West Coast College uses the ACCUPLACER (Reading Comprehension, Sentence Skills, and Arithmetic) exam administered by The College Board, 250 Vesey Street, New York, New York 10281 Telephone (800) 607-5223 Fax (212) 253-4061. Student must receive the following minimum scores to be admitted: Reading Comprehension – 55 Sentence Skills – 60 Arithmetic – 34.
- This institution does not award credit for experiential learning.

This institution has **not** entered into an articulation or transfer agreement with any other institution.

### Transfer Policy (Hours and Services from Another Institution)

The transferability of credits or services you earn and are deemed transferable from another institution is determined at the sole discretion of West Coast Barber College's administration. You may be required to repeat some or all of your coursework or services. All transfer hours must be determined prior to enrollment and included in your enrollment agreement. The school will review prior credit from all post-secondary training as appropriate for students eligible for VA education benefits, *if applicable*.

### Re-entry (Re-Enrollment Policy)

A student who withdraws from West Coast Barber College may re-enter into the same course of study without the loss of credit for prior hours and operations earned during prior enrollment and will re-enter at the same Satisfactory Academic Progress status as when they left, *if re-entry occurs within 180 days of last day of attendance*. A student who was terminated for behavior reasons *may not* be eligible for re-entry. Students who re - enter more than 180 days after last day of attendance will have their transcripts evaluated for the number of credits and services, they will receive credit for and such review and transferring of hours will be at the sole discretion of the school's Director. A new registration fee of \$150 must be paid to re- enroll.

### Nondiscrimination Policy

West Coast Barber College is committed to providing equal opportunities to all applicants in all programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation or enrollment of students or employees on the basis of race, color, religion, religious beliefs, national (ethnic) origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran 1's status, or any other classification that precludes a person from consideration as an individual.

### School Hours and Holidays (Calendar)

West Coast Barber College is open and holds classes from 8:30 am to 5:00 pm Tuesday thru Friday and 8:00 am to 4:30 pm on Saturdays. Holidays for the catalog period are Thanksgiving Day, Christmas Eve, Christmas Day, and New Year's Eve, New Year's Day, Memorial Day, Independence Day and Labor Day. Holy Days of all religious beliefs are respected. A special holiday may be declared for emergency or special reason or COVID-19 required closure. Students will receive text messages or email regarding information pertaining to unexpected school closures if they occur.

### Programs

West Coast College currently offers training leading to licensure with its **Basic Barbering Course** (1500 clock hours) and a **Barber Crossover Course** (200 clock hours). The Basic Barbering Course is offered both full time and part time; the full-time program is 40 hours a week for 37.50 weeks total, part time is 20 hours a week for 75 weeks total. The Barber Crossover Course is offered part time - 20 hours a week for 10 weeks total.

### Program Schedule

Program	Tuesday	Wednesday	Thursday	Friday	Saturday	Lunch & Breaks	Program Length
<b>Basic Barbering Course</b> 1500 Hours 40- hours/wk	8:30 am to 5:00pm	8:30 am to 5:00pm	8:30 am to 5:00pm	8:30 am to 5:00pm	8:00 am to 4:30pm	30-minute Lunch 2- 15minute breaks	37.50 Weeks
<b>Basic Barbering Course</b> 1500 Hours 20- hours/wk	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:00 am to 12:00 pm	1- 15minute break	75 Weeks

<b>Barber Crossover Course</b> 200 Hours 20-hours/wk	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:30 am to 12:30 pm	8:30 am to 12:00 pm	1- 15minute break	10 Weeks
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### Class Start Dates

Open enrollment allows students to enroll anytime openings exist, classes start on Tuesdays. Students are admitted on a rolling basis, once a student graduates from the college another student will be enrolled. In the event of a waiting list, students will be admitted on a first come first serve basis, from those who have turned in all their application materials and paid their registration fee.

### Orientation Day

Student orientation occurs prior to the first day of class, no clock hours are earned. At orientation students will receive a clock in number, kit and will review school procedures and policies with a school staff.

### Administration Hours

Students can obtain information from Administration and/or to complete enrollment documents on Wednesdays from 2:00 pm – 4:00 pm, or by appointment. Contact Travis Yaldo, Director at: (760) 529-0898 or by email: [wcbarbercollege@gmail.com](mailto:wcbarbercollege@gmail.com).

### Course Descriptions

<b>Basic Barbering Course</b>	
<b>Program Description</b>	The curriculum for students enrolled in the Basic Barbering Course consists of 1500 clock hours of practical operations and technical instruction. Instruction will cover the art and science of barbering from techniques in hair, skin care, and shaving, to business skills and health and safety practices. This course of study satisfies the requirements of Section 7316 of the California Barbering and Cosmetology Act.
<b>Program Mission &amp; Objectives</b>	The mission of the program is to help contribute to the workforce training needs of the area by providing the skills and competencies needed to teach students to become a licensed Barber in California and gain entry level employment as Barbers.
<b>Graduation Requirements</b>	To graduate from West Coast Barber College and receive a Diploma from the school, students must have completed the requisite 1500 clock hours, have paid all tuition and fees in full, have performed the required number of written exams and successfully completed all practical operations required by the state of California for licensure and have a cumulative 70% or higher grade point average.
<b>Total Clock Hours</b>	This course is 1500 hours in length. This program is delivered Tuesday through Saturday, 5 days a week, with a full time 40 hour a week program for 37.50 weeks. The part time option is delivered 20 hours a week for 75 weeks total.
<b>Exams</b>	Students are assigned both academic learning (written exams) and a number of practical evaluations. Academic learning is evaluated during each unit of study, using class quizzes, written exams and practical tests. Practical skills are evaluated according to course rubrics adopted by the school and provided to students. Students must maintain a <i>cumulative</i> academic grade average of 70% and 67% cumulative attendance to maintain satisfactory attendance progress.
<b>Practical Operations</b>	The state of California requires a minimum of 240 hairstyling operations, 105 Permanent waving and chemical straightening operations, 50 Hair Coloring and bleaching operations 80 Hair Cutting operations and 40 shaving operations for Basic Barbering Students.

<b>Units of Instruction</b>	The course includes 1500 hours of instruction, including: 1100 hours of haircutting instruction, 200 shaving instruction and 200 hours of health and safety shaving. Of the total 1500 hours 1020 are practical hours and 480 are theory hours.
<b>Distance Education</b>	West Coast Barber College is approved to deliver hybrid education; West Coast Barber College uses distance education only when state mandated.
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor
<b>Textbooks</b>	Milady's Standard Barbering, 6th Edition, #ISBN-13: 978-1305100558
<b>Internship/Externship</b>	None
<b>Faculty &amp; Qualifications</b>	All West Coast Barber College's instructors must be currently licensed as a Barber by the Board of Barbering and Cosmetology and have a minimum 3 years of experience, education and training. No less than 1 instructor per 30 students will be with students at all times.
<b>Skills and competencies to be acquired by the student.</b>	<ul style="list-style-type: none"> <li>○ At the completion of the program the student will have acquired the following skills (but are not limited to):</li> <li>○ Clean and sanitize tools and work environment.</li> <li>○ Schedule client appointments and accept payments.</li> <li>○ Properly use and handle all barbering related tools such as; clippers, trimmers, scissors, razors, curling irons, blow driers, combs and brushers, etc.</li> <li>○ Effectively use styling techniques which include, thermal styling, pressing, finger waving, pin curls, etc.</li> <li>○ Perform chemical services such as permanent waving, hair coloring, bleaching, chemical relaxing, etc.</li> <li>○ Perform haircutting services using clippers, trimmers, scissors, razors, and thinning shears.</li> <li>○ Apply scalp and hair treatments including the use of therapeutic massage.</li> <li>○ Prepare the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying after-shave anti-septic, massaging the client's face, rolling cream.</li> </ul>
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation
<b>Barber Crossover Course</b>	
<b>Program Description</b>	The curriculum is designed for students who currently hold a California Cosmetology license and look to add a Barbering license to their credentials. The Barber Crossover Course consists of 200 clock hours of practical operations and technical instruction that will cover the art and science of Barbering from techniques in hair, skin care, and shaving, to business skills and health and safety practices. This program of study satisfies the requirements of Section 7316 of the California Barbering and Cosmetology Act. The course includes 100 hours of haircutting instruction, 100 hours of shaving.
<b>Prerequisites</b>	Crossover Student must hold a current valid California Cosmetology license. All crossover students are required to bring all of the following tools and implements that will be used throughout the course, which shall include but is not limited to: clippers, outliners, neck duster, water spray bottle, clipper oil, shears, all-purpose combs, rat tailed comb, tapered comb, curling iron, blow dryer, hair cape, barber jacket, tint mug, tint brush, clipper spray, rubber gloves, and a mirror.
<b>Program Mission &amp; Objectives</b>	The mission of the program is to help contribute to the workforce training needs of the area by providing training and of tooling students with skills to become a licensed Barber in California and enhance their skills as a cosmetologist by preparing them for licensure as a Barber.
<b>Graduation Requirements</b>	To graduate from West Coast Barber College and receive a Diploma of from the school, students must have completed the requisite 200 clock hours, have paid all tuition and fees in full, have performed the required number of written exams and successfully completed all practical operations required by the state of California for licensure and have a cumulative 70% or higher grade point average.



<b>Total Clock Hours</b>	This program is 200 hours in length. This program is delivered Tuesday through Saturday, 5 days a week, 4 hours a day for 20 hours a week for a total of 10 weeks.
<b>Exams &amp; Grading</b>	Students are assigned both academic learning (written exams) and a number of practical evaluations. Academic learning is evaluated during each unit of study, using class quizzes, written exams and practical tests. Practical skills are evaluated according to course rubrics adopted by the school and provided to students. Students must maintain a <i>cumulative</i> academic grade average of 70%, to maintain satisfactory attendance progress and 67% cumulative attendance.
<b>Practical Operations</b>	No less than 40 shaving operations are required to complete the Barber Crossover Course.
<b>Units of Instruction</b>	The program consists of 100 hours of shaving instruction and shaving 100 hours hair cutting instruction, for a total 200 hours.
<b>Distance Education</b>	West Coast Barber College is approved to deliver hybrid education; West Coast Barber College uses distance education only when state mandated.
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor
<b>Textbooks</b>	Milady's Standard Barbering, 6th Edition, #ISBN-13: 978-1305100558
<b>Internship/Externship</b>	None
<b>Faculty &amp; Qualifications</b>	All West Coast Barber College's instructors must be currently licensed as a Barber by the Board of Barbering and Cosmetology and have a minimum 3 years of experience, education and training. No less than 1 instructor per 30 students will be with students at all times.
<b>Skills and competencies to be acquired by the student.</b>	At the completion of the program the student will have acquired the following skills (but are not limited to): <ul style="list-style-type: none"> <li>○ Apply scalp and hair treatments including the use of therapeutic massage.</li> <li>○ Prepare the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying after-shave anti-septic, massaging the client's face, rolling cream.</li> <li>○ Properly use and handle all barbering related tools such as; clippers, trimmers, scissors, razors, curling irons, blow driers, combs and brushes, etc.</li> </ul>
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation

### Tuition & Fees

Program	Tuition	Registration Fee*	STRF	Kits **	Books**	Uniforms**	Total Charges for Current period of Attendance	****Estimated Total Charges for Entire Program
<b>Basic Barbering Course</b>	\$10,500	\$150	\$6	\$600	\$244	\$0	\$11,500	\$11,500
<b>Barber Crossover Course</b>	\$4,500	\$150	\$2.50	\$53	\$244.50	\$0	\$4,950	\$4,950

\*\*\*\***Additional fees** all programs: \$500 for Distance Education Identity Verification and \$500 for Distance Education e-books and tablet charged, *if applicable*. West Coast Barber College uses distance education only when state mandated.

\* Non-Refundable

\*\*Non-refundable 7 days after signing enrollment

Non-institutional state exam fee is the responsibility of the student, the current fee is \$125.

Non-institutional state board Pre-Exam Application fee is the responsibility of the student the current fee is \$134.

### **Payment Methods**

Other methods of payment of monies owed to West Coast Barber College may be paid with cash, check or money order. A non-sufficient fee of \$25.00 will be added for returned checks.

### **Extra Instructional (Overtime) Charges**

Students are expected to complete their training within the time specified in the enrollment agreement. Holidays and 9 additional days are included in all student's contract end date. If a student requires additional training beyond the scope of the course and or beyond the contract end date, additional charges will be \$10/ hour, *payable upon completion of all requisite hours and prior to graduation*. All monies received for extra-instruction prior to completion of the student contract are refunded if the student terminates prior to completing the program.

### **Loan Repayment**

West Coast Barber College does not provide direct financial assistance. Students are responsible for obtaining loans, grants or sponsors for tuition and other fees. There are public and private agencies that may provide tuition assistance in the form of grants or loans. 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 not paid from federal student financial aid program funds.

### **Scholarships and Fee Waivers**

West Coast Barber College may offer fee waivers and discounts for given periods of time. In such event all students will be offered the same pricing and discounts during the same time period.

### **Student Time Clock Policy**

Students clock in and out each day and clock in and out for their lunch period. Students do not need to clock in and out for their 15-minute breaks. Students may only punch in and out for themselves; punching in for another student or asking another student to punch in for you is deemed a violation of the school conduct policy.

After clocking in, you are required to maintain applied effort and refrain from personal grooming, leaving the building, and reading material or activities not related to your training. If this occurs, you *may* be asked to stop such activity or to clock out for the remainder of the day. Continued activities of this nature may be subject to the school's conduct policy.

### **Tardy Policy**

Students arriving more than 15 minutes after their scheduled start time, *may* not be allowed to attend school that day and are welcomed to return on time, the following school day. Students are asked to stay to the end of their scheduled day. If they need to leave early due to a medical appointment, family emergency or other reason, please discuss with the Director or Instructor in advance.

### **Excused and Unexcused Absences**

An absence is an absence at West Coast Barber College, there is no contract extension for an excused absence, but the school does appreciate your calling in if you will know you will be out for scheduling purposes. A total of nine days, to assist with necessary absences, and all school holidays are used to compute a student's contract end date to be used during their enrollment period. In the event a student is absent 14 *consecutive calendar* days, for any reason, said student(s) will be dropped and may re-enroll per the terms of the re-enrollment policy. Students may also use the Leave of Absence Policy in the event of a need for an extended absence.

### **School Uniforms and Dress Code**

West Coast Barber College requires a standard dress code for all students to maintain while on school campus. Students not in dress code *may* be asked to leave school to change, which will also result in a loss of hours. The dress code is as follows:

- School smocks (Barber Jacket) must be worn and completely zipped up at all times.
- Close toed shoes must be worn at all times, open toed shoes are not allowed.
- No caps, hats, head wraps, hair nets, or bandanas
- No shorts, basketball shorts, sweatpants or skirts are allowed as only jeans and slacks are allowed.
- No inappropriate graphics on shirts
- No revealing clothing

### **Leave of Absence Policy (LOA)**

- Occasionally students may experience extended personal, medical or other problems that make it difficult to attend class. West Coast Barber College will review request for a Leave of Absence (LOA) for **all** students. A LOA is granted or denied at the sole discretion of the School Director or staff designated in the Director's absence. A Leave of Absence (LOA) request will be granted for no less than 7 calendar days and cannot exceed 180 calendar days in any given 12-month period.

The request for a leave of absence must be accompanied by a written statement as to the reason for the request and plan for making up missed time and include supporting documentation (examples: medical notes, jury summons, death notices). All requests must be made in advance unless unforeseen circumstances prevent the student from doing so. West Coast Barber College may grant a LOA to a student who did not provide a request prior to the LOA due to unforeseen circumstance if the institution documents the reason for its decision and collects the request from the student at a later date. In this event, the beginning date of the approved LOA would be the first date the student was unable to attend school because of the accident, illness or other approved event.

A leave of absence will extend the student's contract period and maximum time frame by the same number of days taken in the leave of absence. A student granted an LOA in accordance with the institution's policy is not considered to have withdrawn and that no refund calculation is required at that time. There will be NO additional charges while student is on an approved LOA. A written Leave of Absence request must include all of the following items:

- Student must follow the Institution's policy in requesting the LOA
- Student must request the LOA in advance unless unforeseen circumstances prevent the student from doing so.
  - This request must be in writing
  - The request must include the student's reason for the LOA
  - The request must include the student's signature.
- LOA will not exceed 180 calendar days in any given 12-month period.
- Student's contract period will be extended by the same number of calendar days taken in the LOA and these changes to the enrollment agreement will be initialed by all parties and/or on an addendum to the enrollment agreement, must be signed by all parties, *or initialed by all parties if made to the original enrollment agreement.*
- The student will be withdrawn if he/she takes an unapproved LOA or if student does not return by the expiration of an approved LOA.
- The student's withdrawn date for the purpose of calculating a refund will be the student's last date of attendance *or the date that the student notifies the school that they will not be returning, whichever is earlier.*
- Students returning from a leave of absence will return to the academic progress accomplished before the start of the leave.

### **Make-up Work**

An examination will be given after completion of each chapter or module of technical studies. A student who misses or fails an examination will be given the opportunity to make up the examination. The make-up examination will be offered following the next testing schedule. Students will be assessed each four-week period on their completed practical achievements or laboratory progress. A student who fails to achieve a passing score on the practical portion of the instruction will be given the opportunity to improve their score or grade by performing additional assigned practical drills. Students are allowed to make up test and quizzes to achieve a higher grade.

## Conduct Policy

West Coast Barber College requires that all students conduct themselves in a courteous & professional manner at all times. Students are expected to conduct themselves in a manner compatible with the functions of the College as an educational institution and respect and obey all civil and criminal laws that reflects credit on themselves and the school in terms of honor, morality, and good citizenship, and abide by the school rules and regulations. Refusal to conduct themselves in an orderly and considerate manner, complying will all rules and regulations of the College, will be subject to the institution's Conduct Policy. West Coast Barber College strives to have a **progressive Conduct Policy**, beginning with a verbal warning, followed by a written warning, then suspension after which a student may be terminated for not correcting violations. **The following *may* be deemed violations of the conduct policy:**

- Failure to have books and equipment ready for class and/or clinic every day.
- Failure to maintain infection control and clean his/her own station
- Using cell phone during services or during school hours are prohibited. Cell phones are to be on silent and put away during a service.
- Failure to follow Personal Services Policy
- Violating smoking policy
- Eating on campus, other than in break room.
- Not completing assignments
- Theft or non-accidental damage to college property.
- Forgery, alteration or misuse of records or documents
- Cheating, plagiarism or any other academic dishonesty
- Physical or verbal abuse of others or any threat of force
- The use, possession, distribution, or being under the influence of alcohol, narcotics, or any other controlled substance on campus, or any off-campus college sponsored event
- Unauthorized entry into, unauthorized use of, and misuse of college property
- Possession or use of explosives or weapons
- Failure to comply with directions of college officials acting in performance of their duties
- Disorderly, lewd, indecent, obscene or offensive conduct on school campus
- Obstruction or disruption of the educational process
- Failure to follow the directions of school staff
- Leaving campus early without notifying staff in advance

## Termination Conduct Dismissal Policies

The following acts *may* result in **immediate termination** from West Coast Barber College

- Missing school for 14 sequential calendar days
- Intoxication on campus
- Cheating on clock hours
- Cheating on number of assignments completed
- Stealing
- Use, possession, sale, or distribution of drugs/alcohol.
- Interference with any instructor or administrator in connection with carrying out their duties.
- Use, possession, or sale of illegal firearms, weapons, or dangerous objects is prohibited.
- Activities that involve holding, pushing, tackling, wrestling or any other type of physical contact or threat of physical contact

## Lost Stolen Items

West Coast Barber College and/or staff are not responsible for lost or stolen kit items or personal items. It is the student's responsibility to replace such items.

## Parking

Students are permitted to park in the parking in the back alongside Mission Ave. Students are not permitted to park in the front of the building.

### **Smoking**

This is a no-smoking facility. All smoking shall be done in the designated grass area in front of the building away from the entrance. Smoking is only allowed during breaks and lunch.

### **Personal Services Policy**

The instructor may grant permission for students to perform personal services on each other during down time. Clients come first and a student may be asked to stop a personal service to accommodate the client. No Personal services allowed Saturdays.

### **Job Placement Assistance (Employment Assistance)**

Job placement assistance is available to students; however, the college does not guarantee job placement and makes no guarantees as to wages or level of income. West Coast Barber College attempts to locate employment for graduates who request assistance. This service is extended to all graduates from the Barber College. West Coast Barber College also provides training in professional image, resume' writing, interviewing skills, the mechanics of owning and operating a shop, and a class which focuses on self-esteem, communication skills, continuing education, and building a clientele. We also teach interviewing techniques and assist graduates in locating employment. West Coast Barber College will reach out to the barbering community and provide a list of current barber positions and placement assistance in the form of referrals to potential employers *and will post such on a school bulletin board located in the breakroom.*

### **Student Services**

Available student services at West Coast Barber College include academic counseling. Instructor(s) provide academic counseling for students and the institution encourages students to seek help. Instructors at West Coast Barber College provide added one-on-one tutorial assistance to students who need extra help in practical or technical work. School administration hours are: Wednesdays from 2:00 pm – 4:00 pm, or by appointment. Contact Travis Yaldo, Director at: (760) 529-0898 or by email: [wcbarbercollege@gmail.com](mailto:wcbarbercollege@gmail.com).

### **Library Services**

At West Coast Barber College our resource bookcase is referred to as our **Library** and is comprised of learning resources for Basic Barbering Course and Barber Crossover Course students. The Library currently consist of Milady's Barbering texts, Milady workbooks and exam practice books, videos, DVD's and CD's that contain lessons and demonstrations for students & staff's viewing that relate to both Basic Barbering Course and Barber Crossover Course students. The policies and procedures for supplying these items to students will be based on a checkout system with Administration who will oversee the library material and keep record of what has been checked out, by whom and the date the material is due back to the library. Students and staff will have access to all library materials during school hours. Students and staff who wish to check out material overnight must get permission from Administration. All materials must be returned within 3 school days. Any material considered overdue or late by a student may affect their future privileges for checking out learning material.

The Resource Bookcase (Library) is located in the Administration office. Each student will be provided with a course textbook sufficient enough to support the instructional needs of the students. This will prepare them for the California State Board Exam, and the student's occupation thereafter.

### **Satisfactory Academic Progress Policy (SAP)**

West Coast Barber College's Satisfactory Academic Progress is consistently applied to *all* students enrolled at the school, regardless of their class schedule. This policy is provided to all students prior to enrollment by printing in the school catalog. The policy complies with the guidelines established by the National Accrediting Commission of Career Arts and Sciences (NACCAS) and the federal regulations established by the United States Department of Education. West Coast Barber College's Satisfactory Academic Progress Policy includes both quantitative (attendance) and qualitative (academic performance) elements that are evaluated on a cumulative basis, as explained in the policy.

### Evaluation Periods

The frequency of evaluations ensures that students have had at least one evaluation by midpoint in the course. Evaluations will be performed on scheduled hours. The chart below details the evaluation points applicable to each program:

Program	Course Length	Evaluation Points
Basic Barbering Course	1500 Clock hours	450, 900 and 1200 Scheduled Hours
Barber Crossover Course	200 Clock Hours	100 Scheduled Hours

\*The institution operates all programs according to a schedule of 900 hours per academic year of instruction and 26 weeks.

### Attendance Progress

For a student to be deemed making satisfactory attendance progress (quantitative), the student must maintain a minimum attendance average of 67%. Evaluations are conducted at the end of each evaluation period to determine if the student has met the minimum requirements. The attendance percentage is determined by dividing the total hours accrued (clocked by the student), by the total number of hours scheduled. At the end of each evaluation period, the school will determine if the student has maintained at least 67% cumulative attendance since the beginning of the course which indicates that, given the same attendance rate, the student will graduate within the maximum time frame allowed.

### Academic Progress

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic (qualitative) learning. Students are assigned both academic learning (written exams) and a number of practical evaluations. Academic learning is evaluated during each unit of study, using class quizzes, written exams and practical tests. Practical skills are evaluated according to course rubrics adopted by the school and provided to students. Students must maintain a cumulative academic grade average of 70% to maintain satisfactory attendance progress. **Students may make up failed or missed tests and incomplete assignments, in accordance with the school's published policy for Scheduling and Grading, Make-Up Work, Incomplete's and Repletions.** A student's grade point average is determined by a combined average of all practical and written examinations. Individual student academic records are kept by the school. Students will be notified of any evaluation that impacts their financial aid eligibility, *if applicable*. The Institution is currently not approved for Title IV financial Aid.

### Maximum Time Frame

Students are required to complete the program and/or course within 150% of the published program length. The maximum time frame permitted for transfer students who need less than the full course length will be determined based on the number of scheduled contracted hours. Any student who has exhausted the maximum time frame will be dropped from the program and may elect to re-enroll on a cash pay basis in a manner consistent with the school's admissions policy.

Program	Maximum Week 150%	Maximum Scheduled Hours
<b>Basic Barbering Course</b> 1500 Hours 40-hours/wk <b>37.5 weeks total</b>	56.25weeks	2,250 hours
<b>Basic Barbering Course</b> 1500 Hours 20-hours/wk <b>75 weeks total</b>	112.50	2,250 hours

<b>Barber Crossover Course</b> 200 Hours 20-hours/wk <b>10 weeks total</b>	15	300 hours
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**Grading System**

Students are graded by using a grading system of 0 to 100 points. The grading point system is then converted into alphabetical letters. Students are evaluated regularly on the practical and theoretical work. Students must maintain a “C” average to maintain satisfactory academic status. Students must have good coordination and show an aptitude for barbering, as well as possess the ability to learn various phases of barbering. The system detailed below is the grading system utilized in this college.

90%---100%-----A-----Excellent  
 80%---89%-----B-----Good  
 70%---79%-----C-----Passing  
 69% or below -----Not Passing

**Warning**

Students who do not meet Satisfactory Academic Progress requirements will be placed in the status of Financial Aid Warning. Students on Financial Aid Warning may continue to receive Title IV funding, *if applicable*, until the next scheduled evaluation. Students must meet the minimum requirements for attendance **and** academics by the next scheduled evaluation, to be deemed making Satisfactory Academic Progress.

**Re-Establishment of Progress**

Students not meeting Satisfactory Academic Progress standards will be notified in writing of the actions required to attain the minimum requirements for attendance and academics by the next scheduled evaluation.

**Evaluation Results (SAP Reports)**

All Satisfactory Academic Progress evaluations will be completed by the school within 7 school business days following the evaluation period, students will be notified of the results of their evaluation(s) either by email (electronically) or in person (paper).

**Academic Progress Status**

Students meeting the minimum requirements for academics and attendance at the evaluation point are considered to be making satisfactory academic progress until the next scheduled evaluation. West Coast Barber College does not allow for the status of probation. Students receiving Title IV Aid or VA educational benefits may have their benefits discontinued if the student fails to meet Satisfactory Academic Progress minimum requirements, *if applicable*.

**Interruptions, Leave of Absences, Course Completions and Withdraws**

If enrollment is temporarily interrupted for a Leave of Absence, the student will return to school in the same progress status as prior to the leave of absence. Hours elapsed during a leave of absence will extend the student’s contract period and maximum time frame by the same number of days taken in the leave of absence and will not be included in the student’s cumulative attendance percentage calculation. Students who withdraw prior to completion of the course and wish to re-enroll will return in the same satisfactory academic progress status as at the time of withdrawal.

**Transfer Students**

Transfer Students are evaluated at the midpoint of the contracted hours or the established evaluation periods, whichever comes first. Accepted transfer hours for students entering from another institution will be counted as both attempted and completed for the purpose of determining when the allowable maximum time frame has been exhausted.

**Access to Satisfactory Academic Progress Reports**

A hard copy of each Satisfactory Academic Progress evaluation is maintained in the student’s file.

### **Incompletes, Withdraws & Repetitions**

Incompletes, withdrawals, and repetitions do not apply to the institution have no effect upon the institution's satisfactory academic progress standards as the institution has no such items or policies.

### **Veterans Funding**

Students receiving Veterans funding **will be** eligible for Veteran's and Title IV funding if they are on Satisfactory Academic Progress *warning*. Failure to achieve Satisfactory Academic Progress status on the next evaluation after a student is placed on warning **will** result in an interruption of veteran's educational benefits funding **and** Title IV funding, *if applicable*. West Coast Barber College does not have a Satisfactory Academic Progress status of probation for any students, at this time.

### **Financial Aid**

West Coast Barber College does not currently participate in Title IV funding.

### **Veteran's Education Funding**

West Coast Barber College is approved by the SAA to offer Title 38 benefits.

### **Housing**

West Coast Barber College does not offer any type of housing or any type of housing assistance (i.e. housing referral, location assistance or financial housing assistance) and does not have any type of dormitory facilities under its control. The institution has no responsibility to find or assist a student in finding housing. The school makes no representations or guarantees relating to the student service; however, the school is willing to offer assistance and guidance when possible.

Housing located reasonably near the institution's facilities are available in one to two bedrooms apartment units. Monthly rent for a one-bedroom unit is approximately \$1200 a month ([www.apartments.com](http://www.apartments.com)).

### **Distance Learning**

West Coast Barber College is approved to deliver hybrid learning with the state of California. A portion of the student's hours, not to exceed 50% of the program length, may be delivered by distance education in the event health regulations require such, as West Coast Barber College uses distance education only when state mandated.

### **Controlled Substance Policy**

All students are informed that the unlawful manufacture, distribution, possession, or use of a controlled substance or alcohol within the premises of the institution is prohibited. Students violating this rule *may* be subject to immediate termination from West Coast Barber College.

### **Drug Free Awareness Programs**

McDonald Center Scripps Hospital  
9888 Genesee Avenue  
La Jolla, CA 92037  
Phone: (619) 458-4300

### **Drug Information Hotlines**

National Institution on Drug Abuse  
(800) 622-HELP  
National Clearing House for Drug Information  
(800) 729-6686

### **Record Keeping**

Student practical operations and technical hours are recorded daily on individual operation sheets and are posted to the computer on a monthly basis. These sheets are reviewed and signed by and instructor. Attendance hours from the time clock are downloaded to the computer daily. Student hours are distributed monthly and if specifically requested, may be issued on a more frequent basis.

### **Licensing Requirements**

The Board of Barbering and Cosmetology requires the completion of a Board approved course of instruction and achievement of a passing grade on a Board of Barbering and Cosmetology administered written and practical exam. The



application can be found on the website of the California Board of Barbering and Cosmetology. The Board of Barbering and Cosmetology requires a \$125 non-refundable initial license fee to accompany the completed application. The following are the eligibility requirements:

- Complete the required hours from a California Board approved school(s) and attached the Proof of Training Document(s).
- Be at least 17 years of age.
- Completed the 10th grade in a public school or its equivalency.
- Committed no acts or crimes constituting grounds for denial of licensure under Section 480 of the Business and Professions Code.

### **Student Tuition Recovery Fund (STRF)**

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

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Ste. 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

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

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

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

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

application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

**Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Ste. 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.**

### **Student's 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*. The institution shall refund 100% less registration fee of \$150.

### **Institutional Refund Policy and Procedures**

Applies to all terminations for any reason, by either party, including a student's decision, course or program cancellation, or school closure. The school uses the California state mandated policy.

1. West Coast Barber College shall refund 100% of the amount paid for institutional charges, less a reasonable deposit, registration or application fee not to exceed two hundred fifty dollars (\$250), if notice of cancellation is made through attendance at the first class session, or the seventh day after enrollment, whichever is later (cancellation period).
2. After the cancellation period, the institution provides a pro rata refund of ALL funds paid for tuition charges to students who have completed 60% or less of the period of attendance. Once more than 60% of the enrollment period in the entire course has elapsed (including absences), there will be no refund to the student.
3. This policy applies to all students.
4. This policy is based on scheduled hours.
5. The registration fee is a non-refundable item. Kits, books, uniforms are **not refundable**, once received by the student it will belong to the student and will represent a liability to the student.
6. If you withdraw from school after the cancellation period, the refund policy described above will apply.
7. If the amount that you have paid is more than the amount that you owe for the time you attended, then a refund will be made within 45 days of the official withdrawal date. If the amount that you owe is more than the amount that you have already paid, then you will have to arrange with the Director to pay that balance.

<b>Percent of Scheduled Time</b>	<b>Tuition Earned by School</b>
0-60%	Pro-rata calculation based upon scheduled hours
60.01% and over	100%

\*Eligible enrolled veterans receive a 100% pro-rata refund, less a \$10.00 registration fee, *if applicable*.

### **Withdrawal Procedures**

Students who officially or unofficially withdraw from enrollment prior to course completion should:

- Provide a written notice to the school.
- Complete all required exit paperwork.
- Satisfy all debts owed to the school.
- Upon payment of all debts owed to the school and a \$10.00 transcript fee, a certified Final Transcript of Hours will be given to the student. If withdrawal requirements are not met, no transcript will be released.

## **Grievance Policy and Student Complaints**

Most problems or complaints that students may have with the school or its administrator can be resolved through a personal meeting with the student's instructor or school administrator. If, however, this action does not resolve the matter to the satisfaction of the student, he/she may submit a written complaint to the main campus.

Travis Yaldo  
West Coast Barber College  
3753 Mission Ave, Suite 108 Oceanside, CA 92058  
email: [wccbarbercollege@gmail.com](mailto:wccbarbercollege@gmail.com)

The written complaint should contain a statement of the nature of the problem, the date the problem occurred, the names of the individuals involved, copies of documents if any, which contain information regarding the problem, evidence demonstrating that the institution's complaint procedure was properly followed, and the student's signature. The student can expect to receive a written response within ten business days.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

## **Career Opportunities in the Barbering Field**

U.S. Department of Labor's Standard Occupational Classification Codes (CIP Codes) Labor's Standard Occupational Classification: #39-5011 Barbers. This applies to both the Basic Barbering Course of 1500 Clock Hours and the Barber Crossover Course of 200 Clock Hours.

## **Industry Prerequisites**

Students that have criminal convictions are encouraged to contact the California State Board of Barbering and Cosmetology to see if their conviction would exclude them from taking the state licensure exam, prior to enrollment. The state of California's criminal plea conviction application that can be found on the Board website at [www.barbercosmo.ca.gov](http://www.barbercosmo.ca.gov).

Additionally, prospective students should be aware of the physical demands required of a barber in this industry. Occupations in the barber industry generally require prolonged standing or sitting and constant use of the upper torso, shoulders, arms, wrist and hands, upper back and neck. Prospective students should have finger dexterity and a sense of form and artistry, enjoy dealing with the public and be able to follow a client's direction and to have compassion and patience for people at all times. A student must be physically capable of performing all required activities conducted at the school and comply with all safety policies and procedures to work as a licensed barber.

Individuals with allergies or other sensitivities may have reactions to typical chemical products used in barber industry. Exposure to chemicals used in the barber industry may cause cancer and birth defects or other reproductive harm to you and your unborn child. In addition, the physical demands required by the school curriculum could place unwanted stress on the mother and child during pregnancy. Please consider this and consult with your physician regarding these issues prior to enrolling and signing an enrollment agreement.

## **Graduation Requirements**

To graduate from West Coast Barber College and receive a diploma from the school, students must have completed the requisite clock hours, have paid all tuition and fees in full, have performed the required number of written exams and practical operations required by the State of California for licensure and have a cumulative 70% or higher grade point average.

## **Family Educational Rights and Privacy Act – FERPA**

West Coast Barber College complies with the Family Educational Rights and Privacy Act of 1974 Buckley Amendment, Public Law 93-380 Section 438. All students' records are confidential. Students and parents or guardians of dependent minor students who are in regular attendance at the institution have the right to inspect and review the student's educational,

financial, and attendance records to ensure they are accurate and factual. Students and/or parents or guardians of dependent minors should complete a record request form and forward it to [wccbarbercollege@gmail.com](mailto:wccbarbercollege@gmail.com) and allow up to 10 days for processing, records request forms can be obtained at school, or by requesting via email at the same email address. Written consent is required before education records may be disclosed to the third party. Students are not entitled to inspect the financial records of their parents. A college official must be in the office at all times during the examination of the student's files.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific state law.

### **Records Retention and Transcripts**

Records remain onsite for 6 years and transcripts are kept permanently in compliance with California CEC 94900 and National Accrediting Commission of Career Arts and Sciences (NACCAS). Students who need a Proof of Training or a transcript of their training may contact the school office and request the form desired. **Transcripts are not provided to students who have ledger balances.** Transcript is provided at a fee of \$10.00. No transcript will be issued until all tuition and other fees due the institution is paid current.

### **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at West Coast Barber College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn in West Coast Barber College is also at the complete discretion of the institution to which you may seek to transfer. If the credits or diploma 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 West Coast Barber College to determine if your credits or diploma will transfer.

### **Emergency Evacuation Plan**

There are four main exits from the building: two at the front of the building and two in the back. In case of emergency/fire, calmly leave the building through the closest exit.

### **Ownership**

West Coast Barber College is owned by West Coast Barber College, INC. which is 100% owned by Travis Yaldo, Owner, Director and Instructor.

### **Bankruptcy History**

West Coast Barber College does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not 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.).

## **Accreditation**

West Coast Barber College is presently **not** accredited but has Applied for Initial Accreditation with the National Accrediting Commission of Career Arts and Sciences (NACCAS's) **as of this date**. The National Accrediting Commission of Career Arts and Sciences (NACCAS's) located at 3015 Colvin Street, Alexandria, VA 22314 and can be reached at (703) 600-7600.

## **COVID-19 Information**

The institution is closely monitoring the current situation with the coronavirus disease 2019 (Covid-19). The institution will continue to issue interim guidance based on what is currently known about the transmission and severity of Covid-19. Students, staff, and guests will be expected to comply with all guidance from the CDC and local health officials. Updated guidance will be posted around the school as well as distributed to all students and staff. Training and guidance will be provided as needed to protect high risk populations and the healthcare system and minimize disruption to teaching and learning and protect students, staff and guests from social stigma and discrimination.

## **Administration and Instructional Staff**

Instructors are recruited based on their technical knowledge, practical skills and experience in the barbering profession. They are fully licensed (minimum of 3(three) years), qualified, trained, and experienced in all aspects of the art of barbering. Instructors will plan, prepare and deliver instructional activities that facilitate active learning experiences for the student barbers, and will also be teaching interviewing techniques and assist graduates in locating employment.

## **Instructional Staff**

**Travis Yaldo** – California License number B78946

Travis Yaldo is the owner, supervisor, and lead instructor at West Coast Barber College. He was born and raised in San Diego, California. Travis has been a barber for close to 20 years. He started his career in barbering right out of high school, when he decided to enroll into a barber college. Mr. Yaldo has been fortunate enough to cut hair in several socio-economic environments, thus allowing him to enjoy a diverse barbering experience. Travis' love for barbering and passion for helping others learn the art of barbering, led to the opening of West Coast Barber College. Watching his students who have little to no experience enter this industry and become great, motivated barbers is what makes his job rewarding. Travis works hard to ensure that his students are not only receiving top quality education in becoming a successful barber, but in gaining knowledge in opening up a barbershop, marketing yourself to build clientele, and basic life skills that are necessary and helpful to be successful in this industry. Travis Yaldo also takes classes and attended seminars and hair shows to maintain the latest techniques and continue his education.

**Kenny Williams** - California License number- B92758

Kenny Williams was raised in Oceanside California, and after graduating high school, Kenny worked many different jobs trying to find a suitable career for himself. Barbering has always been something he has been interested in and has always wanted to become a barber. Years after working many other jobs, he finally decided to enroll himself into barber college. He has been a licensed barber for 9 years and counting. Kenny enjoys providing a great service to his clients and the community he grew up in. He believes that becoming a barber is more than just giving a haircut, it is about the service and experience you are providing for your clients, in hopes they feel more confident when they look in the mirror. Kenny has been an instructor at the college for 3 years. He has extended his love for barbering into helping others start a career in the industry.

**Adrian Hernandez** – California License number B98702

Originally from California, Adrian grew up in Arizona. He has been a licensed barber in California for 3 years. Adrian began his barbering journey right here at West Coast Barber College as one of the school's first students. He believes that giving someone a great haircut gives him or her a boost of confidence, which is what makes being a barber so rewarding. Adrian currently works at The Country Club Barber Shop in Downtown Escondido. In his free time he enjoys the outdoors. Adrian is an avid hunter and really enjoys archery as well.

## **Administration**

Administrators: Travis Yaldo and Amelia Yaldo

**School Catalog and Pre-Enrollment Disclosures Acknowledgement**

\_\_\_\_\_ **I have received a school catalog (in print or electronically), understand I can always print another on the school web page and understand the below policies are included in such:**

\_\_\_\_\_ **State Licensing Requirements:** I understand the State of California Licensing Requirements.

\_\_\_\_\_ **SAP Policy:** I understand the SAP policy set forth in the catalog.

\_\_\_\_\_ **Industry Prerequisites:** I understand industry prerequisites for employment in the profession including, but not limited to physically demanding postures and other considerations covered in the school's catalog.

\_\_\_\_\_ **Course Outline:** I understand the Course Outline set forth in the catalog.

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\_\_\_\_\_ **I have received the below disclosures and understand they are also posted on the school's web page.**

\_\_\_\_\_ Program Outcomes and Performance data for State of California and on [www.westcoastbarbercollege.com](http://www.westcoastbarbercollege.com)

\_\_\_\_\_ **NACCAS Annual Report statistics** (also on [www.westcoastbarbercollege.com](http://www.westcoastbarbercollege.com))

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\_\_\_\_\_ **I have read and understand the below regarding employment as a Licensed Barber. In order to work in the Barbering field:**

\_\_\_\_\_ I must be licensed in order to practice or give services to the general public in your field of interest.

\_\_\_\_\_ As a professional in your field you must stay in compliance with regulatory agencies to understand what your responsibilities are to practice your craft.

\_\_\_\_\_ Barbers are in an industry that sometimes requires lots of bending, standing and sometimes being exposed to chemicals. Make sure to follow manufacturer's direction for use of chemicals and discarding of products. Wear masks, gloves, etc., for your protection as a provider and protect your client from injuries as well.

\_\_\_\_\_ To become employed and stay employed you'll need to meet the requirements set forth by your employer.

Updated October 15<sup>th</sup>, 2021

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**Student Name (Print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Name (Sign):** \_\_\_\_\_

**Parent or Guardian Signature, if applicable:** \_\_\_\_\_ **Date:** \_\_\_\_\_