

Cosmo Beauty College

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CATALOG

(01/01/2023 - 12/31/2023)

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MISSION

Cosmo Beauty College offers postsecondary courses to train students to become competent cosmetologists, barbers, estheticians, and manicurists in the cosmetology and beauty industries.

OBJECTIVES

To offer students industry training, knowledge and technical skills to pass California Board of Barbering and Cosmetology examinations in cosmetology, barbering, esthetician, and manicuring. To provide the highest quality of cosmetic education to students who strive to better themselves by pursuing these trainings for licensure exams (applies to students pursuing programs in Cosmetology, Barbering, Esthetician, and/or Manicurist). The cosmetology, barbering, esthetician, and manicurist programs are offered to any student who meets the qualifications for admission.

Graduates from Cosmo Beauty College will obtain fundamental skills and understanding of the cosmetology and beauty industries. They will be better prepared to take licensure exams. After obtaining licenses in their respective programs, these graduates will be able to explore career opportunities in the cosmetology and beauty industries as cosmetologists, barbers, estheticians and manicurists.

COURSES DESCRIPTION

Cosmo Beauty College offers courses of study in Cosmetology, Barbering, Esthetician, and Manicurist. All courses will be held at 7717 Garden Grove Boulevard, Garden Grove, CA 92841. Each program has a number of clock-hour requirements for students to complete and to be qualified to take licensure examinations administered by the California Board of Barbering and Cosmetology or to apply for local permit to operate. Students in the cosmetology, barbering, esthetician and/or manicurist program must complete the required clock hours in each respective program and must pass the Board examinations in order to obtain license(s) that will lead to employment. Below is an outline of each respective course assigned by the number of required hours to complete the program

Cosmetology Course	1600 clock hours
Cosmetology Course	1000 clock hours
Barbering Course	1000 clock hours
Esthetician Course	600 clock hours
Manicurist Course	400 clock hours

The curriculum for Cosmetology course shall consist of one thousand (1600) clock hours of technical instruction and practical operations covering all practices constituting the art of cosmetology pursuant to Section 7316 of the Barbering and Cosmetology Act. The full-time program (40 hours/week) will require 40 weeks to complete the cosmetology course.

Technical instruction covers instructions by demonstration, lecture, classroom participation, or examination and practical operation means the actual performance by the student of a complete service on another person or on a mannequin. Furthermore, students who completed the program hours must satisfactorily pass the mock board examinations prior to their scheduled board exam. The mock exams are designed to familiarize students with the type of questions on their written examinations.

Such technical instructions and practical operations shall include:

Subject	Minimum Hours of Technical Instruction	Minimum Practical Operation
(1) The Barbering and Cosmetology Act and the Board's Rules and Regulation	20	
(2) Cosmetology Chemistry Shall include the chemical composition and purpose of cosmetic, nail, hair and esthetician preparations. Shall also include the elementary chemical makeup, chemical skin peels, physical and chemical changes of matter	20	
(3) Health and Safety/Hazardous Substances Shall include training in chemicals and health in establishments, material safety data sheets, protection from hazardous chemical and preventing chemical injuries, health and safety laws and agencies, ergonomics, and communicable diseases, including HIV/AIDs and Hepatitis B	20	
(4) Theory of Electricity in Cosmetology Shall include the nature of electrical current, principles of operating electrical devices, and the various safety precautions used when operating electrical equipments	5	
(5) Disinfection and Sanitation Shall include procedures to protect the health and safety of the consumer as well as the technician. The ten (10) required minimum operations shall entail performing all necessary functions for disinfecting instruments and equipment as specified in Section 979 and 980. Disinfection should be emphasized throughout the entire training period and must be performed before use of all instruments and equipment	20	10
(6) Bacteriology, Anatomy and Physiology	15	
(7) Wet Hair Styling Shall include hair analysis, shampooing, finger waving, pin curling and comb-outs	25	200
(8) Thermal Hair Styling Shall include hair analysis, straightening, waving, curling with		

	hot combs and hot curling irons, and blower styling (A) Thermal styling (B) Press and curl	20 20	40
(9)	Permanent Waving Shall include hair analysis, chemical, and heat permanent waving	20	80
(10)	Chemical Straightening Shall include hair analysis, chemical and heat permanent waving	20	25
(11)	Haircutting Shall include hair analysis and the use of the razor, scissors, electric clippers and thinning shears, for wet and dry cutting	20	80
(12)	Hair Coloring and Bleaching Shall include hair analysis, predisposition test, safety precautions, formula mixing, tinting, bleaching, and the use of dye removers. Shall not include any credit for color rinses. (A) Hair Coloring (B) Bleaching	40 20	50
(13)	Scalp and Hair Treatments Shall include hair and scalp analysis scientific brushing, electric and manual scalp manipulation, and other hair treatments	5	20
(14)	Facials (A) Manual Shall include cleansing, scientific manipulations, packs, and mask (B) Electrical Shall include the use of electrical modalities, including dermal lights and electric apparatus, for facials and esthetician purposes; however, machines capable of producing an electrical current shall not be used to stimulate so as to contract, or for the purpose (C) Chemicals Shall include chemical skin peels, packs, masks and scrubs. Training shall emphasize that only the non-living, uppermost layers of facial skin, known as the epidermis, may be removed, and only for the purpose of beautification. All practical operations must be performed in accordance with Section 992 regarding skin peeling	5 10 10	10 15 10
(15)	Eyebrow Arching and Hair Removal Shall include the use of wax, tweezers, electric or manual, and depilatories, for the removal of superfluous hair	10	15
(16)	Makeup Shall include skin analysis, complete and corrective makeup, lash and brow tinting, and the application of false eyelashes	15	10
(17)	Manicuring and Pedicuring		

(A) Water and oil manicure, including nail analysis, and hand and arm massage	5	50
(B) Complete pedicure, including nail analysis and foot and ankle massage	5	50
(C) Artificial nails		
1. Acrylic: Liquid and Powder brush-ons	10	50
2. Artificial nail tips	10	50
3. Nail wraps and repairs	5	20

The board recommends that schools provide training in the area of communication skills that include professional ethics, salesmanship, decorum, record keeping, and client service record cards

No credit of any type shall be given for time spent in laundering towels or in washing or scrubbing floors, walls, and woodwork, toilets or windows.

CURRICULUM

100 HOURS FOR HEALTH AND SAFETY, 100 HOURS FOR DISINFECTION AND SANITATION, 225 HOURS FOR CHEMICAL HAIR SERVICES, 225 FOR HAIRSTYLING SERVICES, 150 HOURS FOR SKIN CARE SERVICE, 50 HOURS FOR HAIR REMOVAL AND LASH AND EYEBROW BEAUTIFICATION, 100 HOURS FOR NAIL CARE, 50 HOURS FOR ADDITIONAL TRAINING RELATE TO THE COSMETOLOGY FIELD AND OTHER RELEVANT SUBJECTS

Subject	Hours
<p>(1) Health and Safety Shall include, but is not limited to, hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations and preventing communicable diseases</p>	100
<p>(2) Disinfection and Sanitation Shall include, but is not limited to, disinfection procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments</p>	100
<p>(3) Chemical Hair Services Shall include, but is not limited to, coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers</p>	225
<p>(4) Skin Care Services Shall include, but is not limited to, 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 tissues</p>	150
<p>(5) Hair Removal and Lash & Brow Beautification Shall include, but is not limited to, tinting and perming eyelashes and brows and applying eyelashes to any person, and include 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.</p>	50
<p>(6) Manicure and Pedicure Shall include, but is not limited to, 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-ons, dip, tips, wraps and repairs.</p>	100
<p>(7) Additional Training will be given in the following subject matter: Business and communication skills that includes professional ethics, retailing, customer relations, marketing, preparing a resume, employment opportunities, and other technical skills and business subjects relating to the cosmetology field</p>	50

GRADING PROCEDURES: Students are assigned academic learning units and practical experiences required for course completion. Academic learning is evaluated after each unit of study. Practical skills learning is evaluated as completed and counted toward course completion. Practical skills are evaluated according to text procedures. Students must maintain a written grade average of 70 percent or higher and pass a final written and practical exam prior to graduation. Students must make up for failed or missed tests.

BARBERING COURSE - 1000 clock hours

CURRICULUM

100 HOURS FOR HEALTH AND SAFETY, 100 HOURS FOR DISINFECTION AND SANITATION, 250 HOURS FOR CHEMICAL HAIR SERVICES, 250 FOR HAIRSTYLING SERVICES, 250 HOURS FOR SHAVING AND TRIMMING OF THE BEARD, 50 HOURS FOR ADDITIONAL TRAINING RELATED TO BARBERING FIELD AND OTHER RELEVANT SUBJECTS.

Subject	Hours
<p>(1) Health and Safety Shall include, but is not limited to, hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations and preventing communicable diseases</p>	100
<p>(2) Disinfection and Sanitation Shall include, but is not limited to, disinfection procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments</p>	100
<p>(3) Chemical Hair Services Shall include, but is not limited to, coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers</p>	250
<p>(4) Hair Styling and Haircutting Services Shall include, but is not limited to, arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and non chemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmer, and thinning shears, for wet and dry cutting.</p>	250
<p>(5) Shaving and Trimming of the Beard Shall include, but is not limited to, preparing the client's hair for shaving, assessing the condition of the client's skin, perform shaving techniques, applying aftershave antiseptic, following facial services, and massaging the face and rolling cream massage</p>	250
<p>(6) Additional Training will be given in the following subject matter: Business and communication skills that includes professional ethics, retailing, customer relations, marketing, preparing a resume, employment opportunities, and other technical skills and business subjects relating to the cosmetology field</p>	50

GRADING PROCEDURES: Students are assigned academic learning units and practical experiences required for course completion. Academic learning is evaluated after each unit of study. Practical skills learning is evaluated as completed and counted toward course completion. Practical skills are evaluated according to text procedures. Students must maintain a written grade average of 70 percent or higher and pass a final written and practical exam prior to graduation. Students must make up for failed or missed tests.

ESTHETICIAN COURSE - 600 clock hours

CURRICULUM

The curriculum for students enrolled in the esthetician course shall consist of six hundred (600) clock hours of technical instruction and practical operations covering all practices constituting the art of cosmetology pursuant to Section 7316 of the Barbering and Cosmetology Act. The full-time program (40 hours/week) will require 15 weeks to complete the esthetician course.

Technical instruction covers instructions by demonstration, lecture, classroom participation, or examination and practical operation means the actual performance by the student of a complete service on another person or on a mannequin. Furthermore, students who completed the program hours must satisfactorily pass the mock board examinations prior to their scheduled board exam. The mock exams are designed to familiarize students with the type of questions on their written examinations.

Such technical instructions and practical operations shall include:

Subject	Minimum Hours of Technical Instruction	Minimum Practical Operation
(1) The Barbering and Cosmetology Act and the Board's Rules and Regulation	10	
(2) Cosmetology Chemistry Shall include the chemical composition and purpose of cosmetic, nail, hair and esthetician preparations. Shall also include the elementary chemical makeup, chemical skin peels, physical and chemical changes of matter	10	
(3) Health and Safety/Hazardous Substances Shall include training in chemicals and health in establishments, material safety data sheets, protection from hazardous chemical and preventing chemical injuries, health and safety laws and agencies, ergonomics, and communicable diseases, including HIV/AIDs and Hepatitis B	20	
(4) Electricity Shall include the nature of electrical current, principles of operating electrical devices, and the various safety precautions used when operating electrical equipment	10	
(5) Disinfection and Sanitation Shall include procedures to protect the health and safety of the consumer as well as the technician. The ten (10) required minimum operations shall entail performing all necessary functions for disinfecting instruments and equipment as specified in Section 979 and 980. Disinfection should be emphasized throughout the entire training period and must be performed before use of all instruments and equipment	10	10
(6) Bacteriology, Anatomy and Physiology	15	
(7) Facials (A) Manual Shall include cleansing, scientific manipulations, packs, and mask (B) Electrical	20 30	40 60

<p>Shall include the use of electrical modalities, including dermal lights and electric apparatus, for facials and esthetician purposes; however, machines capable of producing an electrical current shall not be used to stimulate so as to contract, or for the purpose</p> <p>(C) Chemicals Shall include chemical skin peels, packs, masks and scrubs. Training shall emphasize that only the non-living, uppermost layers of facial skin, known as the epidermis, may be removed, and only for the purpose of beautification. All practical operations must be performed in accordance with Section 992 regarding skin peeling</p>	20	40
<p>(8) Eyebrow Arching and Hair Removal Shall include the use of wax, tweezers, manual or electrical and depilatories for the removal of superfluous hair</p> <p>(A) Tweezers (B) Wax and Depilatories</p>	5 20	10 40
<p>(9) Make up Shall include skin analysis, complete and corrective make up and the application of false eyelashes</p>	20	40

The board recommends that schools provide training in the area of communication skills that include professional ethics, salesmanship, decorum, record keeping, and client service record cards

No credit of any type shall be given for time spent in laundering towels or in washing or scrubbing floors, walls, and woodwork, toilets or windows.

The curriculum for students enrolled in the esthetician course shall consist of four hundred (400) clock hours of technical instruction and practical operations covering all practices constituting the art of cosmetology pursuant to Section 7316 of the Barbering and Cosmetology Act. The full-time program (40 hours/week) will require 10 weeks to complete the manicurist course.

Technical instruction covers instructions by demonstration, lecture, classroom participation, or examination and practical operation means the actual performance by the student of a complete service on another person or on a mannequin. Furthermore, students who completed the program hours must satisfactorily pass the mock board examinations prior to their scheduled board exam. The mock exams are designed to familiarize students with the type of questions on their written examinations.

Such technical instructions and practical operations shall include:

Subject	Minimum Hours of Technical Instruction	Minimum Practical Operation
(1) The Barbering and Cosmetology Act and the Board's Rules and Regulation	10	
(2) Cosmetology Chemistry Shall include the chemical composition and purpose of cosmetic, nail, hair and esthetician preparations. Shall also include the elementary chemical makeup, chemical skin peels, physical and chemical changes of matter	10	
(3) Health and Safety/Hazardous Substances Shall include training in chemicals and health in establishments, material safety data sheets, protection from hazardous chemical and preventing chemical injuries, health and safety laws and agencies, ergonomics, and communicable diseases, including HIV/AIDs and Hepatitis B	20	
(4) Disinfection and Sanitation Shall include procedures to protect the health and safety of the consumer as well as the technician. The ten (10) required minimum operations shall entail performing all necessary functions for disinfecting instruments and equipment as specified in Section 979 and 980. Disinfection should be emphasized throughout the entire training period and must be performed before use of all instruments and equipment	10	10
(5) Bacteriology, Anatomy and Physiology	10	
(6) Water and Oil Manicures, including hand and arm massage	15	40
(7) Complete pedicure, including foot and ankle massage	10	20
(8) Application of Artificial Nails (A) Acrylic: Liquid and Powder Brush-ons (B) Nail tips (C) Nail wraps and repairs	15 10 5	80 60 40

The board recommends that schools provide training in the area of communication skills that include professional ethics, salesmanship, decorum, record keeping, and client service record cards

No credit of any type shall be given for time spent in laundering towels or in washing or scrubbing floors, walls, and woodwork, toilets or windows.

CAREER OPPORTUNITIES

Cosmo Beauty College offers these courses specifically to train the student the necessary skills along with solid fundamentals of theoretical and practical applications to prepare them for rewarding career opportunities in physical therapy, cosmetology and beauty industries.

INSTRUCTORS AND QUALIFICATIONS

Trinh Trinh

Licensed Cosmetologist and Barbering from the Board of Barbering and Cosmetology. Ms. Trinh has over fifteen (15) years of experience in the field of Cosmetology, and over fourteen (14) years of experience in the field of Barbering.

Hoang Tran

Licensed Cosmetologist from the Board of Barbering and Cosmetology. Ms. Tran has over ten (10) years of experience in the field of Manicurist and over eight (8) years in the field of Cosmetology.

Thuy Tran

Licensed Esthetician from the Board of Barbering and Cosmetology. Ms. Tran has over six (6) years of experience in the field of Esthetician and over two (2) years of experience with Dermalogica Partnership School.

LIBRARY AND OTHER LEARNING RESOURCES

Cosmo Beauty College will designate an area, "The Computer Area," that is equipped with four (4)

computers dedicated for students preparing for the Board examinations only, not to do any other unrelated work. Students may use the internet on the computer to conduct employment searches and to prepare for interviews, etc.

Students may borrow reference materials from the office only to be used in school or in classrooms. Student ID must be held while the student is borrowing the reference material(s) during school hours. Students may make copies of reference materials. Students are not permitted to remove reference materials from school without an explicit approval from the school staff.

Cosmo Beauty College does not have a library dedicated for students. Cosmetology reference materials and computers are sufficient to support students' educational needs.

SERVICES

Cosmo Beauty College will have an available copy machine for students to use, at no charge, to make copies of educational and/or employment postings only. Other services will be the usage of computers for exam preparations and/or employment searches

PLACEMENT SERVICES

Cosmo Beauty College does not offer job placement services. The institution does not guarantee job placements to our students upon enrollment. The school's policy is to post available job listings on the board, at a common area, daily for all students to see.

HOUSING

Cosmo Beauty College does not have dormitory facilities. The institution does not provide that service to students; students are responsible for their own housing arrangements. Students can find housing located within 10 miles from the institution. The cost of the housing ranges from \$850 - \$899 for a studio, \$950 - \$999 for a 1 bedroom apartment, and \$1,310 - \$1,750 for a 2 bedroom apartment. These prices are subject to fluctuations of market rates.

VISA

Cosmo Beauty College does not admit students from other countries, who are not currently residing in California. The institution does not provide visa services nor will vouch for students' status.

EXPERIENTIAL CREDIT

Cosmo Beauty College does not award credit for prior experiential learning

ATTENDANCE POLICY

All students must clock in/out and complete the required hours for their respective program, in order to graduate and qualify for licensure exams. Students are required to record their clock hours at the beginning and end of each class.

The time cards are property of Cosmo Beauty College and must remain at the school at all times. The student can only clock in and/or clock out for themselves and are not allowed to do so for any other students.

DISTANCE LEARNING

There will be no distance learning, due to the phase out period by the Bureau (BPPE). Currently, Cosmo Beauty College does not offer online learning and all students must attend class and clock their hours to earn required hours in order to graduate

TARDINESS AND DROP OUT POLICY

Any students who attend class later than thirty (30) minutes after the beginning of theoretical class, may not clock in for their hours of that session. Students who are habitually tardy (five times or more) will be

notified by the Office Administrator. If the forewarned student does not make a genuine effort to rectify their attendance and continue to attend class, without reason(s) or proper explanation(s), they will be suspended from the program. Reinstatement to the program will only occur if the Office Administrator determines that the student has rededicated themselves and will make genuine effort to complete the course of study, after meeting with the Office Administrator.

Any student who misses three (3) consecutive classes, without adequate reason(s) or proper explanation(s) will receive written notification from the president. If the student continues to miss class for a period of more than twenty-one (21) days, without notifying the Office Administrator, the student will be considered as a “drop out” from the program.

LEAVE OF ABSENCE POLICY

Occasionally, the student may experience an extended personal, medical, or any other issues, which are difficult for the student to attend class. Cosmo Beauty College may allow the student, under such circumstances, to take a leave of absence (LOA) from the program, for up to two (2) ninety (90) day periods. The total days of LOA may not exceed 180 days and each LOA must be a minimum of seven (7) days.

The student must complete and submit a LOA Request form to the Office Administrator and may take LOA only after receiving approval from the Office Administrator. On the LOA Request Form, the student must state the reason(s) for LOA.

Under no circumstances can the school grant more than two (2) LOA's within a 12-month period, unless approved by the Office Administrator. The students will not incur any tuition charges during the period of LOA. The students will retain all credit for clocked hours and work project(s) completed prior to LOA. Furthermore, students who return from a LOA are allowed to continue their course of study.

Any student, who fails to return from the LOA agreement, will be considered a “dropout” as of the last class day of attendance prior to the date of LOA and refunds will be issued to the students or appropriate within thirty (30) days. Cosmo Beauty College will give a seven (7) day grace period to return back to class, with a written notice, before being officially dropped from the program.

FACILITIES AND EQUIPMENT

Cosmo Beauty College is located at 7717 Garden Grove Boulevard, Garden Grove, CA 92841. This facility is an office suite of approximately 4,080 square feet. All classes for four (4) programs will be held at this location.

All equipment, relating to cosmetology and esthetician programs, are placed in their respective classroom and/or immediately outside of the respective classroom. All manicuring related equipment will be designated at the Manicure area.

Cosmo Beauty College owns all equipment and furniture used to teach students in the four (4) programs. All equipment will meet the standard prescribed by the Code and will be sufficient to enable students to achieve the educational objective of each educational program.

The following below is a list of cosmetology school equipment, per the Board of Barbering and Cosmetology of California. Currently, Cosmo Beauty College has, at a minimum, the equipment required by the Board to operate as an approved school (CCR 940a).

Electrical equipment for giving instruction in esthetician and electrical facials - CCR 940a1. Facial steamer, light emitting diode (LED) machine, galvanic machine, microcurrent machine, microdermabrasion machine, vacuum and spray machine, high frequency machine, and skin analysis machine

- 10 Mannequins (with full head of hair) - CCR 940a2
- 1 Time clock or time scanner - CCR 940a3.
- 5 Shampoo Bowls - CCR 940a
- 6 Dryers - CCR940a5
- 2 Facial chairs or facial couches - CCR 940a6
- 6 Manicure stations - CCR 940a7
- Thermal Hair Straighteners - CCR 940a8A
- 3 Non-electric combs - CCR 940a8A
- 1 Stove (for non-electric combs) - CCR 940a8B
- 1 Electric curling iron - CCR 940a8C
- 3 Non-electric curling irons (at least two sizes) - CCR 940a8D
- 1 Stove (for non-electric curling iron) - CCR 940a8E
- 15 Hairstyling or barber chairs - CCR 940a9

STANDARDS FOR STUDENT ACHIEVEMENTS

Students must successfully complete the required clock hours of instruction and practical operations, in the chosen curriculum, to complete the program and earn a certificate. Students must maintain a "C" average (70%) to maintain satisfactory academic status. An outline of the grading system is shown below.

Academic Grading

90- 100	A	Excellent
80-89	B	Good
70-79	C	Average/Satisfactory
60-69	D	Below Average
% < 60	F	Fail

Grading System for Practical Workshops

GPA 4.0 = A
GPA 3.0 = B
GPA 2.0 = C
GPA 1.0 = D
GPA 0.0 = F

Students are assigned academic learning and a minimum number of practical experiences. The instructors will evaluate the students' progress after each subject of study. Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory or better. If the student fails to meet a satisfactory grade, their performance will not count and they must repeat the assignment until they receive a satisfactory grade or better.

The students will be evaluated for their practical skills, according to text procedures and procedures set forth in practical skills evaluation, adopted by Cosmo Beauty College. The students must pass a final written and practical exam before they graduate. Students must make up failed and/or missed exams and uncompleted assignments before they take the final written and practical exam.

SCHOOL RULES AND REGULATIONS

1. Timecards must be clearly legible. The student must punch their timecard ONLY and may not punch the timecard for other student(s).
2. The student must use the time clock to punch "IN" when entering, and "OUT" when leaving. The student receives clock hour credits for the number of hours indicated on the timecard only. All students are required to punch "IN" and "OUT" during break periods.
3. In case of an illness or emergency on a particular day, the student must call Cosmo Beauty College to report their absence before 9AM of the same day.
4. The student is required to be in class for roll call, promptly at 9AM, in appropriate school uniform.
5. No visitors - children are permitted in the classroom or student lounge area, unless approved by the office manager.
6. Rigid adherence to the rules of sanitation and disaffection and personal hygiene is required at all times.
7. All students must keep their work station, either in class or on the floor, clean and sanitary at all times.
8. Students are responsible for kits, equipment sanitized, labeled, organized and replaced, if needed.
9. A minimum of 30 minutes of sanitation must be completed by each student daily. All kits must be in sanitized condition at the end of each day.
10. Students are responsible for their own personal property; school is not responsible for any lost or stolen items.
11. No food, drinks, headphones, radios and MP3 are permitted during class hours. Cellular phones must be on silent mode, while in class.
12. Students must not gather around the receptionist's desk, congregate in the office or visit with another student(s), who is busy with a patron. All appointments must be made by the receptionist and no changes are to be made by any students.
13. Cosmo Beauty College will not tolerate the use of alcohol or drugs at any time. No students will be admitted to class who appear to be under the influence of alcohol or drugs.
14. Students must keep a record of hours and services each day, as required on the student daily record. Weekly time cards will be audited by the office. Credit will be given for applied effort only.

15. All work must be checked and approved by an instructor for full credit. Records must be clear and legible.
16. Only products furnished by the school may be used, unless otherwise approved by the office manager.
17. Students must comply with all instructions, directions, orders, etc. given by staff, regarding school activities. Cosmo Beauty College will not tolerate insubordination, verbal abuse, or sexual harassment of any kind.
18. Students must comply with Cosmo Beauty College's policies, rules, and regulations of appliance state and local agencies.
19. These rules are designed to form excellent work habits, good attendance, and facilitate the student's completion of the program so they can qualify and comply for the appropriate Board licensure examination.
20. Serious violations of school's rules may result in suspension or termination.

REASONS FOR PROBATION, SUSPENSION AND/OR DISMISSAL

The following is the procedure a student may be placed on probation, suspension, or dismissal, or given a lesser sanction:

1. Theft or non-accidental damage to school property
2. Forgery, altercation or misuse of records or documents
3. Cheating, plagiarism or other academic dishonesty
4. Physical or verbal abuse to others, or an threat of force
5. The use, possession, distribution or being under the influence of alcohol , narcotics, or other controlled substances on campus at any time, or off campus, at any school sponsored event
6. Unauthorized entry into, use of or misuse of school property
7. Disorderly lewd, indecent, obscene or offensive conduct on or off school property, or at any school sponsored event(s).
8. Possession or use of explosive or weapons
9. Failure to comply with directions of school staff, while performing their task(s)
10. Obstruction or disruption of educational process
11. Soliciting or assisting another to do any inappropriate act(s).

COSMO BEAUTY COLLEGE SCHEDULE AND TUITION FEE

Monday	9AM - 9PM
Tuesday	9AM - 9PM
Wednesday	9AM - 9PM

Thursday	9AM - 9PM
Friday	9AM - 9PM
Saturday	9AM - 5PM
Sunday	CLOSED

Please contact via email cosmobeautycollege@gmail.com, phone 714-831-0000, text 714-251-6598 for more information for current tuition fee and qualifications for enrollment.

The institution's policy for enrollment for qualified students in all courses requires a 50% deposit of tuition and monthly payment plan(s) will be established. The deposit payment will include the non-refundable enrollment fee of \$200.

Cosmetology is a 1600 hour course and requires 40 weeks for completion when a student is attending full time

Cosmetology is a 1000 hour course and requires 25 weeks for completion when a student is attending full time

Barbering is a 1000 hour course and requires 25 weeks for completion when a student is attending full time

Esthetician is a 600 hour course and requires 15 weeks for completion when a student is attending full time

Manicurist is a 400 hour course and requires 10 weeks for completion when a student is attending full time

Keep in mind, these estimated completion times exclude any school closures or major holidays.

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 relieve 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/or prepaid 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 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:

Bureau for Private Postsecondary Education
1747 N. Market Boulevard, Suite 225, Sacramento, CA 95834
P: 916-574-8900, F 916-263-1897

To be eligible for STRF, you must be a California resident 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 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 120 days before closure.
3. You were enrolled in 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 more more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan(s)

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 debt collector, after a period of non-collection may file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery, at any time. 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.

CANCELLATION AND/OR REFUND POLICY

You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh (7) calendar day after enrollment, whichever is later. 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 pro rata refund if you have completed 60% or less of the scheduled days in the current payment period, in your program through the last day of attendance.

You must cancel in writing; you do not have the right to cancel by just telephoning the school or by not coming to class. The student can submit a Notice of Cancellation, which will be provided to you during the enrollment period, to the Office Administrator at 7717 Garden Grove Boulevard, Garden Grove, CA 92841. Cosmo Beauty College has up to 45 days from the date that the student's withdrawal has been determined to credit the refund to the student. Cosmo Beauty College will refund 100% of the amount paid for institutional charges, less than a \$200 non-refundable enrollment fee, to all students, without penalty or obligation provided that a written notice of cancellation is made through attendance at the first class session or the seventh (7) calendar day after enrollment, whichever is later.

Each student will receive a written statement, containing Cosmo Beauty College’s refund policy, together with examples of the application of the policy, before signing the enrollment contract. Cosmo Beauty College will make our policy known to currently enrolled students.

Cosmo Beauty College will refund the unused portion of tuition fees to the student who withdraws from the course of study, prior to completion of the program. The refund policy for students, who have completed up to, but not more than 60% of the course of instruction will be prorated.

The methods of calculating refund are listed below:

1. Deduct a non-refundable registration fee of \$200 and costs of kits, from the total tuition charge
2. The balance from Item (1) will be divided by the number of hours in the program
3. The quotient is the hourly charge of the program
4. The amount to be refunded to the student, for the purpose of calculating a refund is derived by multiplying the total unattended hours by the hourly charge for instruction.

REFUND EXAMPLE

Lets say a student enrolls in a Cosmetology course that requires 1,000 clock hours to complete. The student pays \$6,500 for tuition, \$200 for non-refundable enrollment fee, and \$1,200 for kits, as specified in the enrollment agreement. Shortly after beginning the 1,000 clock hour course, the student withdrew from the course and requested a refund for the balance of the hours not attended or not completed.

Below are the calculations for the pro rata refund and the enrollment fee is not refundable:

Course	Tuition	Non-Refundable Enrollment Fee	Student Kit	Total
Cosmetology	\$6,500	\$200	\$1,200	\$7,800

As a policy, Cosmo Beauty College shall not provide a refund to the student for used kits, due to sanitary reasons.

1. Tuition divides 1,000 clock hours = \$7.80/hour
2. The balance of unused hours, multiply by the cost per clock hour
 $(1,000 \text{ hours} - 300 \text{ hours}) \times \$7.80/\text{hour} = \$5,460$

The student is entitled to a refund of \$5,460 for the 700 unattended hours of classes. Cosmo Beauty College shall pay or credit the refund due on a reasonable basis, not to exceed 45 days, following the date upon which the student’s withdrawal has been determined.

WITHDRAWAL FROM THE COURSE

The student has the right to withdraw from a course of instruction at any time. If the student withdraws from the course of instruction after the period allowed for cancellation of the agreement, which is

through attendance at the first class session or the seventh (7) day after enrollment, whichever is later. The school will remit a refund that is less than the non-refundable enrollment fee and kit supplies, if applicable, within 45 days following their withdrawal. The student is obligated to pay only for educational services, rendered and for unreturned equipment(s). The refund shall be the amount that the student paid for instructions, multiplied by a fraction, the numerator of which is the total of hours of instruction, which the student has not received but for which the student had paid. If the student has received federal student financial aid funds, the student is entitled to a refund of money that has not been paid from the federal student financial aid program funds.

Cosmo Beauty College does not participate in federal and/or state financial aid programs. Cosmo Beauty College does not offer any form of financial aid. 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 than the amount of the refund. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both the following may occur:

1. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund, to which the person is entitled to reduce the balance owed on the loan
2. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

NOTICE OF STUDENT RIGHTS AND GRIEVANCES

The student may cancel their contract for school, without any penalty or obligations provided that a written notice of cancellation is made prior to or on the first (1) day of instruction or the seventh (7) calendar day after enrollment, whichever is later. Cosmo Beauty College will refund 100% of the amount paid for instructional charges less than the \$200 non-refundable enrollment fee to all students without penalty or obligations. If a student has paid for a student kit and cancels the enrollment agreement during the cancellation period, the student kit is refundable, if unused. The student must cancel in writing; they do not have the right to cancel by just telephoning the school or by not coming to class. The student can submit a Notice of Cancellation, which will be provided to you during the enrollment period, to the Office Administrator at 7717 Garden Grove Boulevard, Garden Grove, CA 92841. Cosmo Beauty College has up to 45 days from the date that the student's withdrawal has been determined to credit the refund to the student. Read the Notice of Cancellation form for an explanation of the student's cancellation rights and responsibilities. The student may ask for another copy of the Notice of Cancellation form if they had lost or misplaced it

1. After the end of the cancellation period, the student also has the right to stop by the institution at any time and the student has the right to receive a refund for the clock hours that have not been completed. The student's refund rights are described in the contract. If the student loses the contract, they may ask for another copy.
2. If the school closes before the student graduates, the student should first request a refund from the school for any unused funds.
3. Students can use an internal process first to file complaints, but it is not required that they should do so. The students can contact the Bureau at any time. The student can file grievances to Cosmo Beauty College by the following:
 - A. Fill out the grievance form and list all grievances
 - B. Deliver the grievance form to the Office Administrator
 - C. All grievances, regardless of the nature, will be submitted to the Principal for review

D. The Office Administrator will evaluate the nature of the grievance and set an appointment with the student, who filed the grievance, within five (5) business days, from the receipt of the date of the grievance from was received.

If the student has any other grievances, questions or concerns that could not be resolved with Cosmo Beauty College, the student may write or call the:

Bureau for Private and Postsecondary Education

1747 N. Market Boulevard, Suite 225

Sacramento, CA 95834

or

PO BOX 980818

West Sacramento, CA 95798

or

www.bppe.ca.gov

Phone: 916-574-8900

Fax 916-263-1897

ADMISSION REQUIREMENTS

Applicants to Cosmo Beauty College are admitted once the following criteria(s) have been met:

1. Applicants must provide a copy of their high school diploma, high school transcript (with seal), GED, California State Proficiency Test or its equivalent or pass an ability to benefit (ATB) test, prior to signing the enrollment agreement or before their course completion. The California Education Code defines an ability to benefit (ATB) student as a student who does not have a certificate of graduation, from a school providing secondary education, or a recognized equivalent of that certificate.
2. Any applicant who does not have a high school diploma or its equivalent, must be at least 17 years old, must have completed 10th grade education level or its equivalent, as required by the Board of Barbering and Cosmetology. A prospective student, who does not have a certificate, must pass an ATB exam (approved by the US Department of Education) administered by an independent proctor. Students subject to these criteria are referred to as students admitted under the ATB criteria guidelines.

Cosmo Beauty College is required, prior to executing an enrollment agreement with an ATB student, to have the student take and pass an independently administered exam approved by the United States Department of Education (USDE) and BPPE ATB test. Currently, the school is using CELSA, which is an approved USDE and BPPE ATB, for students who have English as their second language. A student must take Combined English Language Skills Assessment (CELSA) Forms 1 and 2 with a passing grade of 97

3. Cosmo Beauty College policy is not to recruit students, who are currently attending or admitted to schools that offer similar courses of study.

REQUIREMENTS FOR ELIGIBILITY FOR LICENSURE

The cosmetology, barbering, esthetician and/or manicurist programs are designed to lead to positions, requiring licenses in California. Prior to submitting an application to the Board of Barbering of Cosmetology for licensure in a respective program, a student must complete the required hours of training in theory and practical and must pass the mock exams of their program as satisfactorily. The licensure requirements for the Board exam are presented to prospective students prior to signing enrollment agreement. In general, the requirements for Board licensures for applicants include:

1. Be at least 17 years of age
2. Supply proof of successful completion of the 10th grade
3. Has done any of the following:
 - A. Completed a course in cosmetology from a school, approved by the board or
 - B. Practiced Cosmetology outside of California, for a period of time, equivalent to the study and training of a qualified person who has completed a course in a Cosmetology, Barbering, Esthetician, or Manicurist from a school, with the curriculum of which complied with requirements adopted by the board. Each three (3) months of practice shall be deemed from the equivalent of 100 hours of training of qualifications or
 - C. Hold a license, as a barber in California, and has completed a Cosmetology crossover course in a school approved by the board or
 - D. Completed a Barbering course in a school by the board and has completed a crossover course in a school approved by the board or
 - E. Completed the apprenticeship program in Cosmetology

HYGIENE, DRESS CODE, AND DRAPING POLICIES

Students must wash their hands with soap and water before performing a massage on another person. Personal body's cleanness, massage room, tables needing to be cleaned and hygiene to prevent the spread of diseases. Students should wear gloves, when using a disinfectant to prevent skin irritation. Restrooms should have proper paper towels, toilet paper, and a liquid antibacterial soap. All products used in the application of massage services must be stored in the closed containers that are clearly labeled. Massage oil should be stored in an unbreakable container, with dispenser tops. Students should remove cream from the container with spatulas or other implements, rather than using finger(s). Unused cream must be discarded to prevent cross-contamination.

Draping should extend beyond the covering of genitalia and female breasts, or otherwise mandate that the client wears special clothing.

GROUND FOR DENIAL OF A LICENSE

1. A board may deny a license regulated by this code on the grounds that the applicant has one of the following:
 - A. Been convicted of a crime. A conviction, within the meaning of this section, means a plea or verdict of guilty or a conviction, following a plea of nolo contendere. Any action, which board is permitted, to take the following establishment of conviction may be taken when the time for appeal has elapsed, or the judgment of conviction has been affirmed on appeal, or when an order granting probation is made suspending the imposition of sentence, irrespective of a subsequent order under the provisions of Section 1203.4 of the Penal Code
 - B. Done any act involving dishonesty, fraud, or deceit with the intent to substantially benefit themselves or another, or substantially injure another; or done any act, which if done by licentiate of the business or profession in question, would be grounds for suspension or revocation of license. The board may deny a license pursuant to this subdivision only if the crime or act is substantially related to the qualifications, functions or duties of the business or profession for which application is made.
2. Notwithstanding any other provision of this code, no person shall be denied a license solely on the basis that he has been convicted of a felony if they had obtained a certificate of

rehabilitation, under Section 4852.01 and following of the Penal Code or that he has been convicted of a misdemeanor if they has met all applicable requirements of the criteria of rehabilitation developed by the board to evaluated the rehabilitation of the person when considering the denial of a license under subdivision (a) of Section 482

3. A board may deny a license regulated by this code on the ground that the applicant knowingly made a false statement of act required to be revealed in the application for such license.

STATE LICENSURE REQUIREMENTS

These courses are designed to lead to a position in the cosmetology, barbering, esthetician, and manicurist field, which require a license by the state. The curriculum for students to enroll in a Cosmetology Course (1,000 and 1,600 clock hours), Barbering (1,000 clock hours), Esthetician (600 clock hours), and Manicurist (400 clock hours), shall consist of technical instruction and practical operations, covering all practices constituting the areas of Cosmetology, Barbering, Esthetician, and Manicurist. Technical instruction will be by demonstration, lecture, classroom participation and examination. Practical operation shall mean that actual performance by the student, of a complete service on another person or a mannequin. Practical operations shall mean the time it takes to perform a practical operation.

To become a licensed Cosmetologist, Barbering, Esthetician, or Manicurist, a person must pass an examination, given by the California Board of Barbering and Cosmetology. For the state of California, a written examination of the candidate's ability is required. To qualify for the examination, a candidate must, by the required admission, be at least 17 years of age, completed the 10th grade in public school or its equivalent, committed no act or crimes constituting grounds for denial of licensure, under Section 480 of the California Barbering and Cosmetology Act Business and Professions code, completed the required hour for the course at an approved California Cosmetology school. A social security number is required to take the Cosmetology, Barbering, Esthetician, and/or Manicurist exam with the California Board of Barbering and Cosmetology. State Board Examinations are given in various cities and candidates can choose the location, date and time for their examinations. The candidate, for the examination, must pass the written exam to receive a license. A candidate, passing the written examination and the Board's receipt of the candidate's Proof of Training (POT) document, issued by the approved California Cosmetology school, entitles the examinee to issuance of a state license.

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

The transferability of credits a student earns at Cosmo Beauty College, is at the complete discretion of an institution, to which a student may seek to transfer. Acceptance of credits a student earns in the educational program is also at the complete discretion of the institution, to which a student may seek to transfer. If the credits that a student earns at this institution are not accepted at the institution, to which you seek to transfer to, students may be required to repeat some or all of their coursework at that institution. For this reason, students should make it certain that their attendance at this institution will meet their educational goals. This may include contacting an institution, to which a student may seek to transfer after attending Cosmo Beauty College to determine if their credits or certificate will be transferable.

Applicants to Cosmo Beauty College, who are interested in transferring hours studied from programs of BPPE approved institution(s) should submit a complete transcript with an Official Seal and signature of the director/representative of the attended school as a Proof of Training (POT). Cosmo Beauty College

will accept transferred credits, for completion of hours, from program(s) that student(s) earned from other institutions, only if:

1. The institution(s) were approved by the BPPE and
2. The completed hours of studies covered have similar subjects/topics to the current curriculum of our approved programs (Cosmetology, Barbering, Esthetician and/or Manicurist). Cosmo Beauty College will not accept certification or copy/fax of transcript from students as a Proof of Training.

Students, who are interested in transferring their completed hours from an approved BPPE institution, should meet the requirements set in the above paragraph(s) and should complete a Transfer Policies, with their initial and signature.

Cosmo Beauty College has not entered into an articulation or transfer agreement with any other schools, colleges or universities. The institution will not accept challenge examinations and achievement tests.

PROGRESS POLICY

Considering the varied capabilities of individual students, some may progress from one phase of training to another at a more rapid pace. However, all students must satisfactorily complete all subject matter, prior to graduation, unless credit has been allowed for previous training or experience, in a particular subject area. Successful graduates will be awarded an appropriation certificate, upon completion of their training program.

ENGLISH AS A SECOND LANGUAGE

Cosmo Beauty College courses are taught in both English and Vietnamese for Cosmetology, Barbering, Esthetician and Manicurist students. The student(s) is required to submit documentation of language Proficiency, such as a score of 500 on the Test of English, as a Foreign Language (TOEFL) exam. The student must have the ability to read and write in English, at the level of a graduate of an American High School, as demonstrated by the possession of a High School Diploma, GED, or a passage of the high school proficiency exam.

RECORDS

All students' transcripts will be maintained indefinitely. Student's financial and academic records are maintained in the same file. Cosmo Beauty College will maintain the following records of each student:

1. Name, address, email address, and telephone number, for those who had enrolled in each educational program;
2. Copies of all documents that were signed by the student, including contracts, instrument of indebtedness;
3. Copies of all exams given to the student before admission, including ATB tests;
4. Records of the date(s) of enrollment, and if applicable, withdrawal, LOA, and graduation
5. Certificate and transcript awarded and the date that the certificate was granted, the course name, course hours and grade earned in the program
6. A document, showing the total amount of money received from or on behalf of the student, and the date(s) on which the money was received.
7. A document specifying the amount of a refund, including the amount refunded for tuition and the amount for equipment, within 45 days, following the date of the student's withdrawal, the method of calculating the refund, the date the refund was made, the check number of the refund, and the name and address of the person/entity, to which the refund was sent

8. Copies of any official advisory notices/warnings, regarding the student's progress
9. Grievances received from the student, including any correspondence, notes, memoranda, or telephone logs, related to a grievance.

Cosmo Beauty College will take great care to secure these students' records. Student records that could not be reproduced electronically, are stored in locked cabinets. Cosmo Beauty College will also maintain and secure, for at least five (5) years, at the main office. The complete and accurate records of all of the following information:

1. The courses offered by the institution and the curriculum for each course and
2. The names and addresses of the instructors and their records of the educational qualifications.

DISCLOSURE STATEMENT

Prospective students are encouraged to visit the school facilities, during operating hours, to discuss personal, educational, and occupational plans with the school's staff, prior to enrolling or signing enrollment agreements. A prospective student may request a copy of the catalog, by contacting the Office Administrator, prior to visiting the school. Students can also download a copy of the catalog on the school website, under the homepage of www.cosmobeautycollege.com. As a prospective student, they are encouraged to review this catalog, prior to signing an enrollment agreement. Students are also encouraged to review the School Performance Fact Sheet, which must be provided to students prior to signing an enrollment agreement. Individuals seeking to resolve a concern/issue should first contact the Office Administrator of Cosmo Beauty College.

A student or any member of the public may file a grievance about this institution with the Bureau for Private Postsecondary Education (BPPE) by calling (916) 574-8900 or by completing a grievance form, which can be obtained on the Bureau's internet website, www.bppe.ca.gov.

Cosmo Beauty College is a private institution, approved to operate by the California Bureau for Private Postsecondary Education (BPPE). Approval to operate means the institution is in compliance with the 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.

The institution or its offered programs are not accredited by any accrediting agency recognized by the United States Department of Education. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

The institution is privately owned. Cosmo Beauty College has no pending petition bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five (5) years, or has not had a petition in bankruptcy filed against it within the preceding five (5) years, that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.

All of the materials are current for the Calendar Year 2022 and are in compliance with the BPPE and the California Board of Barbering and Cosmetology.

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 Boulevard, Suite 225
Sacramento, CA 95834**

or
PO BOX 980818
West Sacramento, CA 95798

or
www.bppe.ca.gov
Phone: 916-574-8900
Fax 916-263-1897