CALIFORNIA BARBER & BEAUTY COLLEGE

5315 EL CAJON BLVD
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Catalog

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Welcome

Dear Student,
Welcome to **CALIFORNIA BARBER & BEAUTY COLLEGE** and thank you for selecting us to assist you in obtaining your desired Barber or Cosmetology training. You are now entering into a field experience that will hopefully provide you with the opportunity for a successful future in the beauty industry.

At **CALIFORNIA BARBER & BEAUTY COLLEGE,** we offer you the basic training to pass the Board of Barbering and Cosmetology examinations. We place emphasis on how to be successful in the marketplace and how to be successful at every operation necessary to create the lifestyle you desire. This means hard work, dedication, and practice on your part. You will practice shop management, business concepts, and the psychology of personal success. It is a pleasure to have you join us at **CALIFORNIA BARBER & BEAUTY COLLEGE** my goal is to help you discover your ability to transform your life by your training. Training is your investment in your future, and the degree of your success will depend on the effort you are willing to apply during the entire course of your training. **All instruction occurs at 5315 El Cajon Blvd. San Diego, CA 92115.**

Sincerely,

MS. SILVIA TRAN
Owner/Director
CALIFORNIA BARBER & BEAUTY COLLEGE

Mission Statement

CALIFORNIA BARBER & BEAUTY COLLEGE strongly believes that any person who has the ability, desire and determination to benefit from vocational training programs should be given every opportunity to do so. The school's Mission is to provide each enrolled student with a high-quality program, in an environment conducive to attaining real-world skills and tool its graduates with the skills to obtain both entry- level employment in of Barbering field, as well as prepare them for to pass the California state licensure exam.

Catalog Information

CALIFORNIA BARBER & BEAUTY COLLEGE is a private institution. California Barber & Beauty College's catalog is provided to students via the web site or 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 and is on the school's web page. California Barber & Beauty 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
Telephone & Fax #s: (888)370-7589 or (916)574-8900
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.

Facilities and Equipment

CALIFORNIA BARBER & BEAUTY COLLEGE is a spacious (5,485 sq. ft.) air-conditioned, one story modern facility accessible to all public transportation. The facility consists of 2 classrooms, 2 administrative offices, 2 student bathrooms, seventy-five student lockers, 1 area break room for students, 46 hair stations, 7 shampoo bowls, 11 hair dryers, 2 nail stations and an esthetics room/ area. The campus is equipped to offer instruction to **70** students per shift and *is where all instruction occurs.*

Tours

CALIFORNIA BARBER & BEAUTY COLLEGE welcomes all persons interested in `barbering career. We are happy to have you visit the school at any time. Come in and see our student facilities and the teaching staff and consider the many advantages for our serious student. We will be pleased to answer all of your questions.

Instructional Language

Instruction is offered in English only. The level of English language proficiency required to succeed in the program is that of the equivalent of high school English in the United States.

Visa Services

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

Admissions Requirements

California Barber & Beauty College is accepting students for admission once the following criteria have been met:

- Must be 17 years of age or older.
- Provide their Social Security number or ITIN.
- Applicants must provide a valid, government-issued picture ID, such as a California Driver's license, other state issued ID, or Passport.
- 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 official academic transcript of diploma 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.
- **Ability to Benefit Exam(s) (ATB):** In the event of student not provided high school diploma or equivalent the student may use California Barber & Beauty College's ability-to-benefit policy, in compliance with NACCAS guidelines. The student will sign ability-to-benefit admission form acknowledging that the student will be evaluated at 225 clock hours. At that evaluation point, the student must achieve minimum 67% attendance and 70% grade point average in theory and practical exams taken. If the student does not achieve those quantitative and qualitative Satisfactory Academic Policy minimum standards, the student will be **terminated**. The student would be responsible for institutional refund calculation charges, based on scheduled hours at the last date of attendance.

  Alternatively, students without a HS Diploma or GED may take elect to take the CELSA (ATB test), which is administered by an independent party. Federal and campus guidelines require that a "passing" CELSA ability to benefit score be the mean. The mean is a 97 scaled score on either form 1 or form 2. The raw score of 37 on form 1 and a raw score of 34 on form 2 equate to a scaled or "passing" score of 97.
- California Barber & Beauty College's does not accept or credit student applicants with any credit for experiential learning.

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

Transfer students only: Transfer students shall provide official transcripts from prior instructional institution ***prior to*** 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 California Barber & Beauty College.

Once above items are complete and presented to school enrollment staff, student is ready to pay registration fee of $250 and complete an enrollment agreement.

TRANSFER POLICY (Hours and Services from Another Institution)

The transferability of credits or services you've earned from another institution are determined at the sole discretion of California Barber & Beauty College's administration the School will not accept more than 150 transfer hours from a student, unless the transfer student holds a Cosmetology license in the state of California and is transferring to obtain both licenses. All transfer hours must be determined prior to enrollment and included in your enrollment agreement. **VA student transcripts from *all* prior post-secondary schools will be evaluated prior to enrollment and any relevant experience will be credited to student as transfer hours.**

Re-entry (Re-Enrollment Policy)

A student who withdraws from California Barber & Beauty College's 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 $250 must be paid to re- enroll.

Non-Discrimination Policy

California Barber & Beauty College's does not discriminate on the basis of race, color, religion, sex, national (ethnic) origin, veteran's status, marital status, disability, financial status, age, area of origin or residence in its admissions, staffing, instruction and/or graduation policies.

Programs Offered

Beginning November 1st, 2025, California Barber & Beauty College will exclusively be offering a 1,000-hour Barber program and no longer offer Barber a 1200-hour program. Any students as of

that date enrolled in the school's 1200 clock hour Barber program may elect to complete that program or transfer to the 1,000-hour program.

CROSSOVER: Students who holds a valid California Cosmetology license may transfer 800 hours of their studies to the Barber program and contract 200 hours to complete the program their Barber pre-licensure requirements. The school offers no stand-alone crossover program as of this date.

Student Orientation

Orientation is required orientation class for students is held each Saturday morning from 10:00 a.m. until 12:00 p.m. Attendance is required prior to beginning class, transferring into a program, or reentering a program**. No clock hours are earned.** The topics covered include but are not limited to review of the school catalog, clock in clock out procedures and the school's satisfactory academic progress policy.

School Hours, Class Start Dates and Holidays (School Calendar)

Class Start Dates

California Barber & Beauty College classes begin every Tuesday for all courses.

California Barber & Beauty College is open and holds classes from 8:30 am to 5:00 pm Tuesday thru Friday and 9:00 am – 5:30 pm Saturdays. The school's administration's office is open Tuesday – Thursday 10:00 am – 2:00 pm for questions, tours, and enrollments, or by appointment . The holidays and closures for the catalog period are:

- Memorial Day 2025
- Juneteenth 2025
- 4th of July 2025
- Labor Day 2025
- Veterans Day November 11th, 2025
- Thanksgiving 11-27-25 thru 12-01-25
- Christmas Break December 25, 2025, thru January 01, 2026
- Washington's Birthday Feb 16th, 2026
- June 19th, 2026

A special holiday may be declared for staff training, emergency, weather, special reason or COVID-19 required closure. Students will receive text messages pertaining to unexpected school closures, if they occur.

Program Schedules and Lengths

	Tuesday	Wednesday	Thursday	Friday	Saturday
Barber **1000 Hour Program** 8 hours a day 40 hours a week 25 weeks total	*8:30am - 5:00pm	*8:30am - 5:00pm	*8:30am - 5:00pm	*8:30am - 5:00pm	*9:00am - 5:30pm
Barber **1000 Hour Program** 6 hours a day 30 hours a week 34 weeks total	8:30am - 2:30pm	8:30am - 2:30pm	8:30am - 2:30pm	8:30am - 2:30pm	9:00am - 3:00pm

*These schedules include a ½ hour lunch during which clock hours are not earned. Instructors may not sign a student in or out and if a student does not clock in or out at lunch, 30 minutes for lunch will be deducted.

Tuition & Fees

Tuition & Fees	**Barber (1,000 hours)**
Registration *	$250
Tuition	$13,200
Books **	$1,420
Kit (uniform included in Kit) **	$380
California STRF***	$0
Total Tuition and Fees, for entire educational program	**$15,250**

* **Additional fees for all programs**:

**Non-refundable 7 days after signing enrollment agreement
***STRF is currently $0 per $1,000 of institutional charges rounded up
(charged at the time of enrollment and non-refundable)
Non-institutional state exam fee is the responsibility of the student, the current fee is $125
State exam fee is the responsibility of the student: the current fees are $125.00 for the test and includes the licensure fee.

Tuition for Transfer Students

The tuition portion of a transfer students fees, *excluding any books or kits* required will be computed on a pro rata basis of the number of the hours they are contracting of the current tuition rate.

Late Fees

If tuition payments are not made as agreed a late fee will be assessed as follows: **Any payment 10 days late will be assessed a $25.00 late fee** unless other arrangements have been made with the school director. Please be advised that if your account becomes delinquent more than 30 and special arrangements have not been made the school may elect to terminate your enrollment in as stated in the school's termination policy.

Overtime Charges

If a student exceeds the time frame outlined in their Enrollment Agreement, they will be charged at $13 per scheduled hour required to complete their program hours and requisite services. All monies received for extra-instruction prior to completion of the student contract are refunded if the student terminates prior to completing the program. Additionally, if a student has not completed their program's required services, passed their final exam(s) or not met any other graduation

requirements upon clocking the requisite hours, they will be and required to re-enroll to complete their required services and / or exams to complete their graduation requirements.

Methods of Payment

Acceptable methods of payments are Cash, Cashier's Check, Money Order, personal check, Title IV funds and Veteran's Educational benefits California Barber & Beauty College also has a payment plan.

Federal Financial Aid

The Federal Pell Grant and Federal Direct Loans are an important source of aid for students. The amount of the award depends upon the determination of the student's eligibility based on the U.S. Department of Education guidelines. Pell grants do not have to be repaid.

- Financial need is based on an analysis of information provided by the student on a Free Application for Federal Student Aid (FAFSA) form.

Who Qualifies for Financial Aid

To be considered eligible for and receive Title IV aid, a student must meet the following specific requirements:

- Be a U.S. citizen or eligible non-citizen.
- Be a "regular student" – that is, enrolled in an eligible program that leads to a degree, certificate, or a degree-with- transfer program.
- Not be enrolled simultaneously in elementary or secondary school.

- Have a valid Social Security number.
- Be registered with Selective Service, if required.
- Sign a Statement of Educational Purpose certifying that federal student financial aid will only be used to pay educational costs.
- Not be in default on a Title IV loan; or if in default, have made satisfactory repayment arrangements with the loan holder.
- Not have obtained loan amounts that exceed annual or aggregate loan limits made under any Title IV loan program.
- Not have been convicted of an offense involving the possession or sale of illegal drugs that occurred while the student was enrolled and receiving Title IV aid.
- Have completed repayment of funds to either Department of Education or the holder of a loan, if applicable.
- Not have been convicted of, or plead nolo contendere or guilty to, a crime involving fraud in obtaining Title IV aid.
- Not be liable for an overpayment of a Title IV grant.

Loan Repayment

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.

Tardy Policy and Early out Policy

Students arriving more than 10 minutes after their scheduled start time, will be automatically not be closed into 9:30am by the school's clock in system when theory class is over and not receive credit for the time not clocked in.

Excused and Unexcused Absences

An absence is an absence at California Barber & Beauty College, in the event a student brings a medical appointment documentation, has jury duty, a documented death in the family, emergency or other approved documented reason for absence and such documentation is brought to the school's administrator, time may be added to the end of the student contract to make up the time. Students may also use the Leave of Absence Policy in the event of a need for an extended absence.

Leave of Absence Policy

Occasionally students may experience extended personal, medical or other problems that make it difficult to attend class. California Barber & Beauty College will review requests for a Leave of

Absences (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 14 calendar days and cannot exceed 180 calendar days in any given 12-month period. A written sign signed (by student) request for LOA can be submitted in-person to the school Admission's Office, or via email via email at californiabarberbeautycollege@yahoo.com. Requests will be granted for family medical reasons, jury summons, death in the family, military service and other reasons approved by school's administration.

- All students must follow California Barber & Beauty College's policy in requesting a Leave of Absence which is as follows:
- The request must be in writing. The request for a leave of absence must include to the reason for the request.
- The requested must be signed by the student.
- All requests must be made in advance unless unforeseen circumstances prevent the student from doing so. California Barber & Beauty 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 student granted a LOA in accordance with this policy is not considered to have withdrawn and no refund calculation is required at the time of approval.

A leave of absence will extend the student's contract period and maximum time frame by the same number of calendar days taken in the leave of absence. There will be NO additional charges while student is on an approved LOA.

- 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 the refund will be the student's last date of attendance.
- Students returning from a leave of absence will return to the academic progress accomplished before the start of the leave.

Dress Code

Students shall wear black as school uniform and black closed toed shoes. Two school shirts are provided student at the time of enrollment.

Job Placement Assistance (Employment Assistance)

Job placement assistance is available to students; however, California Barber & Beauty College does not guarantee job placement and makes no guarantees as to wages or level of income. California Barber & Beauty College attempts to locate employment for graduates who request assistance. This service is extended to all graduates. California Barber & Beauty 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.

Career Opportunities in the Barber and Cosmetology Fields

U.S. Department of Labor's Standard Occupational Classification Codes (SOC & CIP Codes)

Program	SOC Code	CIP CODE
Barber	39-0511	12.0402

Student Library

Our Resource Bookcase is referred to as our library and is comprised of learning resources that consist of Milady's Barber Textbooks, Periodicals, Hair Color & Technique Books, State Board mock or practice exams, and publications and posters on Haircutting, and Hairstyles, etc. The library consists of current written and visual reference materials to support the educational programs offered. It also includes Videos, DVDs and CDs that contain lessons and demonstrations for students & staff's viewing that enhance the Barber program. 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.

The library (Resource Bookcase) is located in the administration's office. The school makes available other materials that students and staff can utilize to enhance the educational experience.

Employment & Liability Disclaimer

It is a violation of section 7317 of the California Business and Professions Code and section 965 of Title 16 of the California Administrative Code for a student enrolled at California Barber & Beauty College to charge a fee or receive a commission for performing a barber service. A student's enrollment and relationship with the school is limited to a student relationship status and students shall not receive any types of wages, salary, commissions, or benefits of any kind. You are also informed that as a student that you are not an employee, an agent, or a representative of the school, and that the school representatives have no responsibility, liability, or obligation to you as an employer.

Student Services

Available student services at California Barber & Beauty College include but are not limited to academic counseling. Instructor(s) **provide academic counseling for students and encourage students to seek extra help with in practical or technical work.** The school makes no representation or guarantees relating to the student services; however, the school staff is willing to offer assistance and guidance in the areas listed below when possible.

- Referrals to social service agencies
- Ridesharing or transportation
- Referral to drug or alcohol abuse programs
- Health service agencies
- Assistance in organizing student study groups

The school's administration's off is open Tuesday through Friday 10:00 am – 4:00 or by appointment at californiabarberbeautycollege@yahoo.com to schedule student counseling.

Housing

California Barber & Beauty College does not have any dormitory facilities under our control; the program is *non-residential*. We assume no responsibility to find or assist a student in finding housing. An estimation of the approximate cost or range of cost of the housing varies depending on location and size of the rental, the range can be as low as $ 1000/ month to $ 2200/ month.

Course Outlines

Barber Course Outline

	Barber Program 1000 Hour
Program Description	The Barber program consists of **1000 clock hours total, made up of practical hour 700 practical hours and 660 practical operations along with and technical instruction theory of 340 hours.** Instruction will cover the art and science of barbering from techniques in hair, skin care, and shaving, to business skills & sound business practices and health & safety practices. This course of study satisfies the requirements of Section 7316 of the California Barbering and Cosmetology Act and prepares its students for entry-level employment in the field of barbering and to take the state of California's barbering licensure exam.
Program Mission & Objectives	**CALIFORNIA BARBER & BEAUTY COLLEGE** strongly believes that any person who has the ability, desire and determination to benefit from vocational training programs should be given every opportunity to do so. The school's Mission **is** to provide each enrolled student with a high-quality program, in an environment conducive to attaining real-world skills and tool its graduates with the skills to obtain both entry- level employment in the Barber and Cosmetology fields as well as prepare them for to pass the respective California state licensure exams.
Graduation Requirements	When a student has completed their required (contracted) clock hours, practical operations, has a cumulative GPA of 70% or higher and has paid their fees) in full (or signed an approved post-graduation payment schedule), the student will be awarded a

	certificate of completion certifying his/her graduation from California Barber & Beauty College.
Total Clock Hours	This course is 1000 hours in length. This program is delivered Tuesday through Saturday, 5 days a week, with a both full time and part time schedules available.
Exams & Grading System	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 Repetitions.** 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 title IV financial aid eligibility, *if applicable*. 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 (70% or higher) 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 0 - 69% Not Passing
Practical Operations Required	**Minimum Practical Operations required by school to Graduate:** **100 haircutting** **100 disinfection & Sanitation** **80 shaving** **60 facial massage/rolling cream** **70 permanent waving** **60 hair coloring** **60 hair styling/thermal/hot comb** **70 wet hair styling** **30 bleaching** **30 chemical straightening** **Total = 660**
Units of Instruction	The course includes 1000 hours of instruction, **including 340 hours of theory and 660 hours of Practical Training.** The topics include as follows.

	100 Hours - Health and Safety: Including instruction on hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases. Board Approved Health & Safety Course (B&P 7389(a)): Including instruction on hazardous substances, basic labor laws, and physical and sexual assault awareness. 100 Hours - Disinfection and Sanitation: Including instruction on disinfection procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments. 200 Hours - Chemical Hair Services: Including instruction on coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers. 300 Hours - Hairstyling Services: Including instruction on arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and nonchemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting. 200 Hours - Shaving and Trimming of the Beard: Including instruction on preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages. 50 Hours – Acts and Regulations: To be taught from the California State Board of Barbering and Cosmetology Act's and Regulations Book 50 Hours – Business Development and Job Training: Including instruction on, but not limited to, readiness for job/shop interviews, building a clientele, social media marketing, money management, and customer service.
Distance Education	None
Mode of Instruction	Traditional Classroom and School Salon Floor
Textbooks	Milady's Standard Barbering, 6th Edition, #ISBN-13: 978-1305100558 California Board of Barbering and Cosmetology Acts and Regulations published online at: https://www.barbercosmo.ca.gov/laws_regs/act_regs.pdf
Internship/Externship	None
Faculty & Qualifications	All California Barber & Beauty 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.
Employment Assistance/Professional Development	Students will learn about communication skills that include professional ethics, customer service, resume writing, job search skills, preparing for an interview, salesmanship, decorum record-keeping, client service record cards, basic tax responsibilities related to independent contractors, booth renters, employees and employers, marketing and client retention.
State Requirements/Laws and Regulations	Students will learn the laws and regulations pertaining to Barbering in the state of California. There will be 50 hours of technical instruction which exceeds the minimum 20 hours as set by Bureau for Private Postsecondary Education (BPPE).
Skills and competencies to be acquired by the student.	At the completion of the program the student will have acquired the following skills (but are not limited to): o Clean and sanitize tools and work environment. o Schedule client appointments and accept payments.

	○ Properly use and handle all barbering related tools such as; clippers, trimmers, scissors, razors, curling irons, blow driers, combs and brushers, etc. ○ Effectively use styling techniques which include, thermal styling, pressing, finger waving, pin curls, etc. ○ Perform chemical services such as permanent waving, hair coloring, bleaching, chemical relaxing, etc. ○ Perform haircutting services using clippers, trimmers, scissors, razors, and thinning shears. ○ Apply scalp and hair treatments including the use of therapeutic massage. ○ 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.
Instructional Methods	Demonstration, lecture, videos & classroom participation.

Industry Prerequisites & Physical Demands

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.

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 **regulatory oversights** and 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. Generally, the professional in the Barbering field must be in good physical health he/she will be working in direct contact with customers. This related field of study requires a great deal of standing while working on a patron, with shoulder, arm and hand muscle movements. A person must consider his/her physical limitations in terms of making a career choice that involves extensive physical demands. **Students must understand they need to meet the requirements set forth by employers.** We promote the acceptance of students with physical limitations or disabilities if these students (their parents or physician) believe they can fulfill the training demands.

Conduct Policy and Conduct Probation

California Barber & Beauty College requires that all students conduct themselves in a courteous & professional manner at all times. Refusal to conduct themselves in an orderly and considerate manner, complying will all rules and regulations of the school will be subject to the institution's Conduct Policy. California Barber & Beauty College has a progressive Conduct Policy**,** beginning with a verbal warning, followed by a written warning, then conduct probation 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 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.
- Failure to comply with Dress Code

Termination and Conduct Dismissal

The following acts *may* result in **immediate termination:**

- 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
- Being more than 30 days late on any payment due to the school

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, in person or via email at californiabarberbeautycollege@yahoo.com and staff will respond within 14 calendar days to aggrieved student, in writing. Grievance forms are available on the school's web page. All written complaints from students are saved for 6 years for review.

The school does not require a student to exercise or exhaust his or her rights under the school's grievance procedure before filing a complaint with NACCAS or another regulatory body.

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.

SATISFACTORY ACADEMIC PROGRESS POLICY (SAP)

California Barber & Beauty 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. California Barber & Beauty College 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 Points

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 in Scheduled hours
Barber	1,000 Clock hours	450 scheduled hours and 13 weeks & 900 scheduled hours 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 of one and one-half (1 1/2) times the length of the course.

Qualitative 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 Repetitions.** 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 Title IV financial aid eligibility, *if applicable*.

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. VA benefits are paid based on the approved program length only.

	Maximum Weeks 150%	**Maximum Scheduled Hours**
Barber **1000 Clock Hours** 40 hours /week 25 weeks total	38 weeks	1,500 hours
Barber **1000 Hour Program** 30 hours a week 34 weeks total	51 weeks	1,500 hours

Academic Year

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

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 (70% or higher) 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
0% - 69%		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. Students are notified in **writing** within 7 days of being placed on Warning or not meeting SAP.

Failure to Achieve Satisfactory Academic Progress After Warning

If a student fails to bring their grades and attendance back into good standing after the Warning period, they will be deemed ineligible for Federal Student Aid. If they are able to bring their grades and attendance back in good standing, Federal Student Aid may be reinstated.

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. **California Barber & Beauty College does not allow for the status of probation or SAP appeal**. 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.*

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). ***Students will be notified of any evaluation in which the student is not making Satisfactory Academic Progress***.

Access To Satisfactory Academic Progress Reports

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

Interruptions & Leaves of Absence

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.

Incompletes, Withdrawals & Repetitions

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

Transfer Students & SAP

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. ***SAP evaluation periods are based on actual contracted hours at the institution.***

Veteran's Funding & SAP

Students receiving Veterans Educational funding will remain eligible for funding if they are not making SAP and are on Satisfactory Academic Progress warning, *if applicable.* Failure to meet SAP by next evaluation period will result in termination of such funding. Enrolled Veteran students should see the schools Veteran's Information Bulletin (VIB) for more information.

Make Up Work

Only students with excused absences will be allowed to make up work and hours. See *Excused and Unexcused Absences* in catalog for more information.

Institution al Refund Policy

Applies to all terminations for any reason, by either party, including a student's decision, course or program cancellation, or school closure. This Policy complies with California's state mandated policy. California Barber & Beauty 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).

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.

- This policy applies to all students.
- This policy is based on scheduled hours.

- The registration fee books and kits and any other items issued and received are not refundable, once with withdraw(cancelation) period has passed (7 days after signing enrollment agreement).
- Once received by the student it will belong to the student and will represent a liability to the student.
- If you withdraw from school after the cancellation period, the refund policy described above will apply.
- 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.

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

Withdraw 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.

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 $250.

RETURN TO TITLE IV (R2T4) FOR FEDERAL STUDENT AID

The law specifies how a school must determine the amount of Title IV program assistance that a student earns if he/she withdraws from school. The Title IV programs that are covered by this law are: Federal Pell Grants, Direct Student Loans, PLUS Loans, and Federal Supplemental Educational Opportunity Grants (FSEOGs).

Determination Date / Withdrawal Date (Official / Unofficial Withdrawal)

The actual last date of attendance is the last day the student was physically in attendance. This is the withdrawal date. The determination of the withdrawal date on a student who had been previously attending could be up to but will not exceed 14 calendar days from that student's actual last date of attendance. An active student officially withdraws when they notify the school's administrative office

of their intention to withdraw from school. An active student is considered unofficially withdrawn when they have been absent for 10 consecutive school days (14 calendar days) from their last date of physical attendance without notifying the school's administrative office.

All R2T4 calculations are completed within 30 days from the Date of Determination (DOD) and all refunds back to the US Department of Education are returned within 45 days from the DOD. Any credit balances currently on the students account, will be disbursed within 14 days of withdrawal.
Order of Returns

- Federal Direct Unsubsidized loans
- Federal Direct Subsidized loans
- Federal Direct Parent Loan for Undergraduate Students (PLUS)
- Federal Pell Grant

When a student withdraws during the payment period the amount of Title IV program assistance that he/she has earned up to that point is determined by a specific formula. If the student received (or the school or parent received on the student's behalf) less assistance than the amount that the student earned, the student may be able to receive those additional funds. If the student received more assistance than he/she earned, the excess funds must be returned by the school and/or the student. The amount of assistance that the student has earned is determined on a pro-rata basis. For example, if the student completed 30% of the scheduled hours in their payment period, the student earns 30% of the assistance he/she was originally scheduled to receive. Once the student has completed more than 60% of the scheduled hours in his/her payment period, the student earns all the assistance that he/she was scheduled to receive for that period.

If the student did not receive all the funds that he/she earned, the student may be due a Post withdrawal disbursement. If the Post-withdrawal disbursement includes loan funds, the academy must get the student's permission before it can disburse them. The student may choose to decline some or all of the loan funds so that he/she doesn't incur additional debt. The academy may automatically use all or a portion of the post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the school). If the student is eligible for any post-withdrawal disbursements, they will be notified in writing of that eligibility within 30 days. All post-withdrawal funds are credited to the students account first and any resulting credit balance will be disbursed within 14 days of the credit being created.

The school needs the student's permission to use the post-withdrawal grant disbursement for all school charges over and above Tuition and Fees.

There are some Title IV funds that the student was scheduled to receive that cannot be disbursed to him/her upon withdrawal because of other eligibility requirements. For example, if the student is a

first-time borrower for student loans and has not completed 30 days of school. That student would not be eligible for any student loan disbursements.

If any student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of 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.

Constitution Day

California Barber & Beauty College observes Constitution Day on each September 17th. If the day falls on a day that students are not scheduled to be on campus the institution will schedule the annual Constitution Day to take place on day students are scheduled on campus.

Voter Registration

All students and staff are provided voter registration information on the school student bulletin board, and it can be found on the at: https://registertovote.ca.gov.

Family Educational Rights & Privacy Policy Act– FERPA

California Barber & Beauty 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 California Barber & Beauty College's admissions office, or via email californiabarberbeautycollege@yahoo.com and allow up to 10 business days for processing, records request forms can be obtained at school. 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 /guardian of dependent minor 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.

Access to Student Records & Privacy

Students are guaranteed the right to access and review their educational file. Students or parent /guardian of dependent minor must submit a written request to review their file to the school's Director. The student will be granted supervised access to their records within 14 calendar days of the request. Students have the right to request that a school correct records, which they believe to be inaccurate or misleading. Any third-party request for information will require written authorization from the student.

California Barber & Beauty College provides access to student records without written consent to its accrediting agency, the United States Department of Education, the Bureau for Private Postsecondary Education (BPPE), National Accrediting Commission of Career Arts and Sciences (NACCAS) the Department of Veterans Education Department or any other regulatory agency. The institution maintains a record of all release forms and requests for information. California Barber & Beauty College protects the privacy of student education records in compliance with the Family Educational Rights and Privacy Act (FERPA).

Records Retention & Academic Transcripts

Records must 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. The first copy of the official transcript is provided at no charge. Subsequent copies are available and *may* have a fee of $25.00. Transcripts will or may only be released to the student upon receipt of a written request bearing the student's live signature.

Graduation Requirements

When a student has completed their required (contracted) clock hours, practical operations, has a cumulative GPA of 70% or higher and has paid their fees) in full (or signed an approved post-

graduation payment schedule), the student will be awarded a certificate of completion certifying his/her graduation from California Barber & Beauty College.

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 equivalent.
- Committed no acts or crimes constituting grounds for denial of licensure under Section 480 of the Business and Professions Code.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at California Barber & Beauty College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn in the Barber or Cosmetology program 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 California Barber & Beauty College to determine if your credits or diploma will transfer.

Ownership

California Barber & Beauty College is owned by California Barber & Beauty a California Corporation.

Bankruptcy History

California Barber & Beauty College and California Barber & Beauty College, a California Corporation, 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.).

Approval Disclosure Statement

California Barber & Beauty College, located at 5315 EL CAJON BLVD SAN DIEGO, CA 92115,

is a private institution and is approved and licensed to operate by the Bureau for Private Postsecondary Education (BPPE) P.O. Box 980818 West Sacramento, CA 95798; pursuant to the California Private Postsecondary Education Act of 2009 (California Education Code Section 94817.5) 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 website is www.bppe.ca.gov.The Bureau's approval means that the institution and its operation comply with the minimum standards established under the law for occupational instruction by private post-secondary educational institutions and does not imply any endorsement or recommendation by the State or by the Bureau. Institutional approval must be re-approved every f5 years and is subject to continuing review.

Accreditation

California Barber & Beauty College is accredited with the National Accrediting Commission of Career Arts & Sciences (NACCAS) 3015 Colvin St. Alexandria VA. 22314 703-600-7600.

Staff and Instructors

The instructors and substitutes at California Barber & Beauty College are all licensed in the field of barbering. They are licensed by the California Board of Barbering and Cosmetology. Each instructor has three (3) or more years' experience in the barbering industry. The staff is kept current by attending seminars, conferences and demonstrations on fashions, methods, and new services

MS. SILVIA TRAN

Owner/Director/Chief Operating Officer & Barber Instructor

Licensed Cosmetologist for 33 years and Licensed Barber for 18 years

With over 18 years of dedicated service, Silvia Tran has been a driving force behind the success and growth of California Barber & Beauty College. As Director, she brings a deep passion for education, professionalism, and student success. Silvia has helped shape the lives of countless aspiring barbers and cosmetologists through her leadership, vision, and unwavering commitment to quality training. Her hands-on approach and industry insight continue to elevate the college as a trusted institution in beauty and barbering education across California.

MR. EMMANUEL YERENA

Financial Aid Officer

ACCOUNTING/Fiscal Manager

MR. L.C. WRIGHT

Admissions/Academic Officer/Placement

Mr. DANNY NGUYEN

Barber Instructor

Licensed Barber 39 years

Danny Cuu Nguyen brings over four decades of experience to the classroom, holding a California barber license for 42 years. For the past 18 years, he has been a respected instructor at California Barber & Beauty College, where he shares his deep knowledge, technical skills, and passion for the craft with future professionals. Known for his patient teaching style and commitment to excellence, Danny is dedicated to helping students master both the fundamentals and the fine details of barbering, preparing them for long-lasting careers in the industry.

Mr. KEVIN NGUYEN

Barber Instructor

Licensed Barber for 13 years

Kevin Nguyen has been an integral part of the California Barber & Beauty College team since 2014. At just 32 years old, he brings a modern perspective to the classroom, blending up-to-date techniques with a strong foundation in traditional barbering. Known for his approachable teaching style and commitment to student success, Kevin is passionate about helping the next generation of barbers build both skill and confidence. His dedication and fresh outlook make him a valued mentor to aspiring professionals.

Student Informed Decision

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting https://www.osar.bppe.ca.gov/

California Barber & Beauty College

School Catalog and Pre-Enrollment Disclosures Acknowledgement

Items covered in Catalog

- 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 as put forth in the school's catalog.
- Satisfactory Academic Progress Policy (SAP): I understand the 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 Barbering program's Course Outline set forth in the catalog.
- **A Return to Title IV policy (R2T4)** in catalog.

I have reviewed 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. californiabarberbeautycollege.com
- Program Outcomes and Performance data for NACCAS and on www. californiabarberbeautycollege.com
- I have viewed the California State Board of Barbering & Cosmetology Act & Regulations Booklet Electronically at https://www.barbercosmo.ca.gov/laws_regs/act_regs.pdf

Student Name (Print):

Date:

Student Name (Sign):

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