



School Catalog

Vol. 2023-08

1055 Stewart Avenue . Bethpage . NY . 11714

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***Please note that Cosmetic Laser Hair Removal, Makeup Artistry, Advanced Esthetics, All About Lashes, Keratin Lash Lift & Brow Lamination and Oncology Esthetics Programs are NOT accredited by Middle States Commission on Higher Education and are therefore non-Title IV eligible programs, as applicable.**

Mission Statement

The goal of Long Island Nail Skin & Hair Institute is not only to provide the necessary education required to prepare for and pass the state board licensing examinations, but to prepare our graduates for careers as successful professionals in the Beauty and Wellness Industry. Our team of globally recognized educators, combined with a state-of-the-art facility, and the most up to date equipment and techniques allows us to exceed all state requirements, giving our students a competitive edge.

Objective

Students completing the Esthetics, Nail Specialty, Nail Specialty/Waxing, Waxing, Natural Hair Styling, Cosmetic Laser Hair Removal, Makeup Artistry, Advanced Esthetics, All About Lashes and Oncology Esthetics Programs will demonstrate the ability to perform client services, retailing within the salon, understand product chemistry, how to present themselves professionally, and realize the value of continuing education. Long Island Nail Skin & Hair Institute also provides students with the most up to date infection control guidelines. Students will receive a certificate of completion and have the opportunity to enter the job market at an entry-level position. (All courses taught in English)

Contact Information

1055 Stewart Avenue . Bethpage . NY . 11714

Tel: 516.520.4800 Fax: 516.520.5838

Email: admissions@nailskinhairinstitute.edu

Accreditations

Middle States Commission on Higher Education

1007 North Orange Street, 4th Floor, MB #166

Wilmington, DE 19801

www.msche.org

New York State Education Department

Bureau of Proprietary School Supervision 116

West 32nd Street, 5th Floor

New York, New York 10001

Tel: 212.643.4760

U.S. Department of Education

1990 K Street, NW, 8th Floor Conference Center

Washington, D.C. 20006

Tel: 1.800.8721.5327

Director

Mrs. Dana Persico, our school's Founder and Director, has been educating Beauty Professionals for over 25 years. Mrs. Persico earned a Bachelor of Science Degree at St. Joseph's College. As well as overseeing the daily operations of The Institute, Mrs. Persico consults for many of the top beauty companies in the professional and retail market. Her hands-on experience with salon clients and her innovative teaching skills have enabled thousands of Beauty Professionals in the NY Metropolitan area become successful within the Beauty Industry.

Ownership

Long Island Nail Skin & Hair Institute is owned by Long Island Nail Institute, Inc.



Administration

President - Dana Persico

Assistant to the Director - Anna Marie Gicas

Director of Financial Aid - ECM

Director of Education / Workforce Development Leader - Mariangela Leonetti

Director of Admissions - Jeannine Vallone

Director of Administration - Gianna Caruso

Compliance Coordinator - Brianna Nicolosi

Bursar - Georgina Arianas

Faculty

Paulette Corsentino

Sheila Scagnelli

Darlene Marsala

Mary Calvo

Emelissa Curo

Katherine Leon

Mariangela Leonetti

Dawn Fulton

Deandria Allen

Ana Aquino

Katrina Hylton

Kristina Anantua Brown

Ariel Jaghroo

Diana Latchman



Facilities

Our facility is a 15,000 sq. ft. state-of-the-art learning environment. Along with our large classrooms, there are practice areas, a lecture center, retail center and professional service facility. As of January 2006, The Institute was selected by New York State to become the second test site for the Esthetics Practical Exam for the Metropolitan area. Our lecture center is used by Manufacturers Educators, Medical Doctors, and invited guests to educate our students on topics ranging from Industry Trends to the latest in Medical Spa Protocols. Ample parking is provided and we are easily accessible via all major highways and public transportation.

Admissions Requirements

Admission to The Institute requires the following:

- Must be 17 years or older
- Must submit proof of High School Diploma, or documentation of passing the Test Assessing Secondary Completion (TASC) formerly GED, High School Transcript showing high school completion, or Bachelor's Degree High School diplomas/transcripts from other countries are acceptable toward the student eligibility general requirement.
**Foreign diplomas must be translated and evaluated from a recognized agency such as World Educational Services (WES), Globe Language Services, and Educational Credential Evaluators (ECE) for U.S. High School Equivalency.
- Two forms of Identification
- Pay the required enrollment registration fee

Credit Evaluation Policy for VA Recipient

The Institute will inquire about each Veteran or Veteran Benefits eligible person's previous education and training, and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate.

Veterans Benefits and Transition Act of 2018

Long Island Nail Skin & Hair Institute permits any *covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 and ending on the earlier of the following dates: The date on which payment from the VA is made to the institution or 90 days after the date the institution certified tuition and fees following the receipt of the COE

Long Island Nail Skin & Hair Institute does not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or to require that a covered individual borrow additional funds due to the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from the Department of Veterans Affairs under chapter 31 or 33

Transfer Hours

Long Island Nail Skin & Hair Institute may allow students to transfer instructional hours from course or curricula taken at another postsecondary school, which is licensed, registered or accredited by the state or federal authorities if the following guidelines are followed: Transfer of instructional hours is limited to the number of instructional hours successfully completed with a minimum of C. Transfer of instructional hours shall be limited to courses of like content and instructional hours. We will evaluate a student's original/official transcript and a description of the course of like content and instructional hours. The student must achieve a passing grade of 90% or greater on a written multiple choice exam in each subject area that the student is receiving transfer hours. Exams to be completed at Long Island Nail Skin & Hair Institute prior to enrollment. The tuition and fees will be prorated so that the student only pays a proportional cost in relation to the number of instructional hours s/he will receive.

Advanced Standing

Long Island Nail Skin & Hair Institute may allow students to enter into a program with advanced standing. A student awarded advanced standing must be evaluated using a written evaluation instrument to determine the student's ability to master the instructional material in the course or courses in which the student has applied for advanced standing. The evaluation instrument along with the student's results on the evaluation instrument must be included in the student's academic permanent file. Samples of this would be a student who is already licensed in a subject area or who has, for example, taken anatomy in college and can supply an official transcript can take an exam to be credited hours that cover that subject area in the curriculum. Tuition is prorated accordingly.

Re-enrollments

A student who withdraws or is terminated from classes who wishes to re-enroll will need approval by the Director. A student must take a re-entry exam to examine the amount of material they have retained, which will determine how many hours they will be granted.

Statement of Non-Discrimination

Long Island Nail Skin & Hair Institute does not practice discrimination on the basis of sex, race, color, ethnic origin, religion, financial status, or age. The Institute is handicapped accessible.

Student Records/Transcripts

Student records and transcripts are provided upon written request from students, or if the student is a dependent minor, written consent from a parent or legal guardian is also required. Records are kept in accordance with state and federal law. You may request copies of your transcript or paperwork pertaining to obtaining your license for a fee of \$25.00 [27d]. You must bring a picture ID. We accept cash only. Records will only be released to the individual that the records belong to. Student's personal documents shall not be posted or verbally mentioned in The Institute.

No information will be released to a third party without specific, written consent from the student or parents of the dependent minor. An exception to this requirement is the accrediting Middle States Commission on Higher Education or other regulatory agency as part of a review process.

Court order copies of any school records will be billed to the attorney.

Dress Code

Long Island Nail Skin & Hair Institute's dress policy is to ensure that each student maintains the highest standard of personal cleanliness and presents a neat and professional appearance at all times. Students will not be permitted in class without the proper uniform of black scrubs and closed toed black sneakers or professional shoes. Students must wear student ID badges at all times.

Attendance Policy

Long Island Nail Skin & Hair Institute requires all students to complete 100% of all clock hours as required by the New York State Education Department for their chosen discipline of study i.e.; Esthetics 600 Hours, Nail Specialty 250 Hours, Waxing 75 Hours, Nail Specialty/Waxing 300 Hours, Natural Hair Styling 300 Hours, Cosmetic Laser Hair Removal 35 Hours, Makeup Artistry 30 Hours, Advanced Esthetics 35 Hours, Oncology Esthetics 40 Hours, Permanent Makeup 100 Hours, Keratin Lash Lift & Brow Lamination 8 Hours.

Student attendance is monitored daily and is taken at the beginning and end of each session. All absences, including but not limited to illness, car trouble, inclement weather or family emergency must be called in. There are no excused absences; all absences will be recorded in the attendance book. Any student who is absent for 14 consecutive calendar days will be terminated. Overage fees are charged at the rate of \$18 dollars per hour over the scheduled contract end date and also outlined on the NYS Approved Enrollment Agreements.

Lateness

A student not present by 9:45am is not permitted to enter the building until the 10:50am break. Students not present at the 10:50am break, are not permitted to enter the building until the 12:00pm lunch break. Students who arrive after 12:30 / lunch break are not permitted to enter class. Students must contact the front office in the event of lateness. Students are responsible for all missed work due to lateness and stay informed (by classmates or instructor) of material covered on the day of lateness.

Jury Duty

Students who are summoned for jury duty will be granted time away from class. You must bring a copy of the summons to submit to the Director prior to your first day of service. You will be required to make up the time missed from classes.

Bereavement

Five scheduled class days will be granted for bereavement once approved by the Director. You will be required to make up the time missed from classes.

Leave of Absence

An authorized leave of absence (LOA) is a temporary interruption in a student's program of study. LOA refers to the specific time period during a program when a student is not in attendance and approved for unforeseen, unavoidable and severe situations (i.e., illness, accident, etc). An LOA is not required if a student is not in attendance only for an institutional scheduled break, however a scheduled break may occur during an LOA. An LOA must meet certain conditions to be counted as a temporary interruption in a student's education instead of being counted as a withdrawal requiring an institution to perform a refund calculation. In order for an LOA to qualify as an approved LOA:

(1) Requests for leaves of absence must be requested in advance (unless a sudden event or unforeseen circumstances, such as a car accident prevents an advance request) in writing, in person, by email or fax and include the student's signature and reason for the request, with documentation supporting the request. Leaves of absence will be granted or denied at the sole option of the Director, provided there is a reasonable expectation the student will return to class at the end of the Leave of Absence.

(2) An LOA may be granted to a student who did not provide the request prior to the LOA due to unforeseen circumstances, if the institution documents the reason for its decision and collects the request from the student at a later date. In this example, the beginning date of the approved LOA

would be determined by the institution to be the first date the student was unable to attend the institution due to the unforeseen circumstances.

(3) The student must follow the institution's policy in requesting the LOA

(4) There must be a reasonable expectation that the student will return from the LOA

(5) Approval of the student's request for a LOA is in accordance with this policy

(6) No additional institutional charges will be charged to the student as a result of the LOA

(7) The LOA together with any additional leaves of absence must not exceed a total of 180 days in any 12-month period.

(8) A Student granted an LOA that meets these criteria is not considered to have withdrawn, and no refund calculation is required at that time.

(9) The institution must extend the student's contract period and maximum time frame by the same number of days taken in the LOA. An addendum must be signed and dated by all parties.

(10) The withdrawal date for the purpose of calculating a refund is the student's last day of attendance.

(11) An addendum must be signed due to the LOA. Leaves of Absence cannot exceed 180 days in a twelve month period. The student will return to class in the same status and grade situation prior to the LOA.

(12) A retention evaluation will be completed upon the student's return when the LOA extends beyond thirty (30) days.

Missed Classes

Any student that has missed classes is required to make up the hours. Students will be charged overage at the rate of \$18 per hour for the Esthetics Program and \$14 per hour for the Nail Specialty Program.

Make-up Work

Make-up work is required for all missed assignments. Makeup work is to be scheduled with instructors.

Grading System

The grades, which appear on the student's reports, are an appraisal of his/her technical knowledge and performance on laboratory assignments. Technical passing grade is 76%, which is determined by the practical and written examinations. In addition, the student's grade is based on the student's ability to complete correct procedures according to manufacturer's instructions and follow class instructions.

The quality of the student work is measured in a percentage scale as follows:

A = 96% - 100% B = 90% - 95% C = 80% - 89% D = 76% - 79% F = 75% or below

76% is established as the minimum school passing grade

Satisfactory Academic Progress (SAP) Policy

Under New York State regulations, all schools are required to have a system and policy for determining academic standing for all students. Further, as a Middle States Commission on Higher Education accredited institution, Long Island Nail Skin & Hair Institute is required to have a Satisfactory Academic Progress Policy which applies to every student enrolled in a Middle States Commission on Higher Education -approved program. The policy is provided to applicants prior to enrollment. It is applied consistently to all students enrolled in a specific program and scheduled for a particular category of attendance (part-time/full-time). The following requirements explain how SAP is determined, the intervals at which the determinations are made and the

effect of the determinations on students' continued enrollment status and eligibility for Title IV Student Financial Assistance, if applicable. To be considered making Satisfactory Academic Progress, all students must maintain a minimum of 85% Attendance and a 76% cumulative Grade Average (2.0 GPA equivalent) throughout their program of study. All students must meet the following standards of academic achievement and successful course completion to be considered making SAP.

(1) Maximum Time Frame:

You are expected to complete all program requirements by your schedule end (graduation) date. However, for the purposes of Satisfactory Academic Progress, a student may not exceed 118% of the normal program hours.

The maximum time frame in which a student can complete:

- 600 hour program is 708 hours
- 300 hour program is 354 hours
- 250 hour program is 295 hours
- 75 hour program is 88.5 hours

A formal SAP evaluation will be completed when a student successfully completes the scheduled clock hours in the evaluation period. The evaluation period is one-half of the total program hours, as follows:

PROGRAM	Evaluation Points
600 HOURS 2 QUARTERS	150 HOURS, 300 HOURS, 450 HOURS, 600 HOURS
600 HOURS 4 QUARTERS	75 HOURS, 150 HOURS, 225 HOURS, 300 HOURS, 375 HOURS, 450 HOURS, 525 HOURS, 600 HOURS
300 HOURS 2 QUARTERS	75 HOURS, 150 HOURS, 225 HOURS, 300 HOURS
250 HOURS 2 QUARTERS	62.5 HOURS, 125 HOURS, 187.5 HOURS, 250 HOURS
75 HOURS 1 QUARTER	37.5 HOURS, 75 HOURS

If at any evaluation point it becomes apparent that the student cannot complete the program within the maximum time frame, the student will no longer be eligible to receive financial aid, if applicable. At the point that the student successfully completes the scheduled clock hours in the evaluation period (known as the payment period for purposes of students receiving Title IV aid), financial aid will be disbursed for the following payment period, given the student is meeting SAP.

(2) Qualitative Measure:

Students are required to maintain a cumulative Grade Point Average of a 76% on a 100% scale. Students are evaluated on the average of their theoretical tests and practical tests taken. Practical areas are graded based on a specific written criteria that is converted into a percentage. Theoretical tests are given each week and converted into a percentage grade.

A = 90%-100% B = 80%-89% C = 76%-79% D = 70%-75%

(3) Quantitative Measure:

A student must progress through the program at a pace of 85% or higher. Pace is calculated by dividing the cumulative number of successfully completed hours by the cumulative number of hours for which

the student has been scheduled. Pace is a measure of successful completion which means you must have passing grades on both theoretical and practical work completed during those hours.

(4) Evaluation Points of Progress and Warning Status:

Both Qualitative (grades) and Quantitative (pace-successful completion) measures are evaluated at the point at which the student successfully completes the mid-point in the program (known as the Payment Period for Title IV student financial aid, if applicable). Students must meet both the grade average (76%) and pace/successful completion (85%) at the evaluation point in order to be considered making satisfactory academic progress.

Students who meet the requirements will be considered to be making Satisfactory Academic Progress until the next evaluation point. Students will receive a copy of the SAP Evaluation Form at each evaluation point which will include details of the potential impact on financial aid eligibility, if applicable.

If a student does not meet the Qualitative and/or Quantitative requirements during the evaluation period, he or she will be placed on SAP-Warning status until the next evaluation. For Title IV financial aid recipients, during the time you are in SAP- Warning status, you will be considered eligible for financial aid and applicable funds will be disbursed. Each student on SAP- Warning status is advised in writing on the actions required to attain Satisfactory Academic Progress by the next evaluation point and the potential impact on financial aid eligibility, if applicable.

(5) Appeal and Probation

If at the end of the SAP-Warning status period, the student has still not met both the Qualitative and Quantitative measure requirements, he or she will be considered NOT making SAP and may appeal the determination. For financial aid recipients, until such time as an Appeal is reviewed and approved, the student is ineligible for Title IV aid.

If a student chooses to appeal the determination that he/she is not making SAP, a written letter of appeal must be submitted to the Financial Aid Administrator within ten calendar days. Reasons for which students may appeal a negative progress determination include death of a close relative, an injury or illness of the student, or any other allowable special or mitigating circumstances.

The student must submit a written appeal to the school on the designated form with supporting documentation of the reasons why the appeal should be granted. This information should include what has changed about the student's situation that will allow them to achieve Satisfactory Academic Progress by the next evaluation point. Appeal documents will be reviewed, and a decision will be made and reported to the student. The appeal and decision documents will be retained in the student file.

If the student prevails upon appeal, the student will be placed on SAP-Probation for one evaluation period (also known as a payment period for Title IV student financial aid purposes, if applicable). A determination will be made at this time as to whether it is mathematically possible for the student to attain SAP by the end of one evaluation period. If it is not, the student will also be placed on an Academic Plan designed to ensure significant progress toward attaining SAP.

During the timeframe of the SAP-Probation, the student remains eligible for Title IV aid. If at the end of the probationary period, the student is determined to still not have met satisfactory academic progress or has not made the progress required by the academic plan, he/she will no longer be eligible for Title IV funds, if applicable. A student who does not achieve the minimum standards is no longer eligible for Title IV, HEA student financial aid funds, if applicable, unless the student is on SAP-Warning or has prevailed upon appeal of the determination that resulted in the status of SAP- Probation.

(6) Re-Establishment of Satisfactory Academic Progress

Students may re-establish academic progress and Title IV aid eligibility, as applicable, by meeting minimum Qualitative and Quantitative requirements by the end of the subsequent evaluation period.

(7) Leaves of Absence and Re-Entry

A student returning from a leave of absence or other official interruption of training must return to the school in the same satisfactory or unsatisfactory progress status as prior to the leave. A leave of absence will extend the student's contract period and maximum time frame by the same number of days in the leave of absence. If a student doesn't return from the approved Leave of Absence date, the student will be terminated.

(8) Course Incompletes, Repetitions and Non-Credit Remedial Courses

Course grades of Incomplete are not given at Long Nail Skin & Hair Institute. Course repetitions and non-credit remedial courses do not exist in our academic system. None of these, therefore, have any effect on SAP at this school.

Classroom Rules

- The use of cell phones by students is not permitted, unless previously approved by a school official.
- No photography or videos permitted to be taken on school premises by non school personal
- Smoking is not permitted inside any part of the school. Smoking is only permitted during breaks, and must occur outside of the building a minimum of 50 feet from the school campus.
- Students will not leave the classroom while class is in session, unless directed by an instructor.
- If a student must leave school during their scheduled session, they must inform their instructor prior to leaving.
- Students may only leave the building and grounds during the assigned break time. All students must return on time or be charged with absence hours if late.
- Food and Beverages are not allowed in any classroom. ONLY bottled water is allowed.
- Rolling cases or suitcases are not permitted in the building.
- Solicitation of any kind is not permitted at LI Nail Skin & Hair Institute.
- Damage that may occur to school property/equipment by a student, will be charged to that student.
- Possession, dispensing, use or selling of drugs and alcohol on school campus (which includes the parking lot) is not permitted. The policy will be strictly enforced and immediate termination may occur.
- Students must have the necessary books and supplies to participate in class. If a student arrives to class unprepared, they will not be allowed into the classroom.
- Students must come to class dressed in the appropriate school uniform, shoes and ID. If a student is not in compliance with the dress code, they will be sent home and will lose credit hours for that class.

Safety Rules

Students, Instructors, Directors and Faculty must practice safety awareness by thinking defensively, anticipating unsafe situations and reporting unsafe conditions immediately to the Director, Instructor or Faculty member.

Please observe the following precautions:

1. Notify the Director of any emergency situations. If you are injured or become sick at school, you must inform the school officials immediately.
2. Understand your school fully and follow instructions. If you are not sure of the safe procedure, don't guess...ask the Director or Instructor.
3. Our staff is committed to providing a safe and healthy environment for each student and visitors. Therefore, smoking is not permitted.

Employment Assistance

The Institute provides job placement services to all graduates, but does not guarantee employment. Postings of all available job opportunities are located in the Main Office. Students will also receive instruction on professionalism; resume writing, interview preparation, job search skills, etc.

Student Conduct and Dismissal

Each student has an obligation to observe and follow The Institute's policies as set forth in this catalog. It is understood that proper standards of conduct are to be used at all times. If an individual's behavior interferes with the educational process, or is threatening to anyone on campus, corrective disciplinary actions will be taken along with a potential for suspension. Disciplinary action may include a verbal warning, written warning, suspension or termination. The appropriate disciplinary action imposed will be determined by the Director.

The following misconduct may result in discipline up to and including termination:

Flagrant misconduct, violation of Long Island Nail Skin & Hair Institute's policies or safety rules, insubordination, poor attendance, possession or use or sale of alcohol or controlled substances. Poor performance, theft or dishonesty, physical harassment, or disrespect toward employees, fellow students, visitors or other members of the public. These examples are not all inclusive. We emphasize that discharge decisions will be based on an assessment of all relevant factors.

Suspension

For a suspension to maintain the integrity of required Attendance, Satisfactory Academic Progress (SAP), and the regulations specifying the conditions of the EA, the following stipulations must be adhered to: A student cannot be charged for missed days due to suspensions.

A student must be permitted to make up hours missed due to suspension at no additional cost, within the contract timeframe, and the student must agree to the schedule for make-up hours. For example, the school cannot require the student to make up hours in the evening if they are a day student and work at night, or otherwise are unavailable in the evening. Schools must document how they will take the hours missed due to suspension out of the attempted hours for SAP. Schools must document how they will take any quantitative test, quiz, assignment, skills, or project grades out of the calculation of the cumulative grade point average (GPA) due to the suspension. Schools must first provide students with a written warning of suspension, as delineated in the protocol outlined in the catalog. Students at risk of suspension must meet with the director prior to suspension implementation, as delineated in the protocol outlined in the catalog. Students must be informed, in writing, of the suspension including its length and the appeal procedure, as delineated in the protocol outlined in the catalog. Students must be given the opportunity to appeal the suspension, as delineated in the protocol outlined in the catalog. Students cannot be suspended more than a predetermined number of times in a pre-specified timeframe, as delineated in the protocol outlined in the catalog.

Tuition and Fees

Esthetics 600 Hours

Tuition: \$10,895.00
Books & Supplies \$600.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition : \$11,595.00

Nail Specialty 250 Hours

Tuition: \$3,395.00
Books & Supplies \$500.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition: \$3,995.00

Permanent Makeup 100 Hours

Tuition: \$3,695.00
Books & Supplies: \$ 500.00
Registration Fee: \$100.00(non Refundable)
Total Tuition: \$4,295.00

Natural Hair Styling 300 Hours

Tuition: \$3195.00
Books & Supplies \$700.00
Registration Fee: \$100.00(non Refundable)
Total Tuition: \$3,995.00

Makeup Artistry 30 Hours

Tuition: \$2,300.00
Books & Supplies \$1,380.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition: \$3,780.00

Keratin Lash Lift & Brown Lamination 8 Hours

Tuition: \$700.00
Books & Supplies: \$249.00
Registration Fee: \$50.00 (non Refundable)
Total Tuition: \$999.00

Waxing 75 Hours

Tuition: \$2,474.00
Books & Supplies: \$425.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition: \$ 2,999.00

Nail Specialty/Waxing 300 Hours

Tuition: \$4,670.00
Books & Supplies: \$725.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition: \$5,495.00

Cosmetic Laser Hair Removal 35 Hours

Tuition: \$1495.00
Books & Supplies: \$300.00
Registration Fee: \$100.00 (non Refundable)
Total Tuition: \$1895.00

Advanced Esthetics 35 Hours

Tuition: \$3,320.00
Books & Supplies: \$475.00
Registration Fee: \$70.00(non Refundable)
Total Tuition: \$3,865.00

All About Lashes 14 Hours

Tuition: \$1,000.00
Books & Supplies: \$199.00
Registration Fee: \$100.00(non Refundable)
Total Tuition: \$1,299.00

Oncology Esthetics 40 Hours

Tuition: \$700.00
Books & Supplies: \$30.00
Registration Fee: \$70.00 (non Refundable)
Total Tuition: \$800.00



Schedule of Hourly Requirements

Esthetics: 600 Hours	9:30am - 2:30pm Monday-Friday (Day) 9:30am - 3:30pm Monday-Wednesday (Part time) 6:00pm - 9:30pm Monday-Thursday (Evening)
Nail Specialty: 250 hours	9:30am - 2:30pm Monday-Thursday (Day) 6:00pm - 9:30pm Monday-Thursday (Evening)
Waxing: 75 hours	9:30am - 2:30pm Monday-Thursday (Day) 6:00pm - 9:30pm Monday-Thursday (Evening)
Nail Specialty/Waxing: 300 hours	9:30am - 2:30pm Monday-Thursday (Day) 6:00pm - 9:30pm Monday-Thursday (Evening)
Cosmetic Laser Hair Removal: 35 hours	9:30am - 4:30pm Monday-Friday (Day)
Makeup Artistry: 30 hours	9:30am - 2:30pm Monday-Friday (Day) 5:00pm - 10:00pm Monday-Thursday (Evening)
Advanced Esthetics: 35 hours	9:30am - 2:30pm Monday-Friday (Day) 5:00pm - 10:00pm Monday-Thursday (Evening)
Oncology Esthetics: 40 hours	9:00am - 5:00pm Monday-Friday (Day) 5:00pm - 10:00pm Monday-Thursday (Evening)
Permanent Makeup: 100 hours	9:00am - 5:00pm Monday-Friday (Day) 5:00pm - 10:00pm Monday-Thursday (Evening)
All About Lashes: 14 hours	9:30am - 2:30pm Monday-Friday (Day) 5:00pm - 9:45pm (Monday-Thursday) (Evening)
Keratin Lash Lift & Brow Lamination: 8 hours	9:00am - 5:00pm Monday-Thursday (Day)

School Calendar

New Students are admitted to class each month. Full Time and Part Time schedules are available. Classes are held throughout the year with school closing on the official holidays listed below. Unexpected closing due to inclement weather will be announced by messages sent on the Remind App.

Official Holidays that the Institute is closed:

Holiday	2023	2024
Martin Luther King Day	January 16	January 15
Presidents Day	February 20	February 19
Memorial Day	May 29	May 27
Juneteenth	June 19	June 19
Independence Day	July 3	July 4
Independence Day (Observed)	July 4	July 5
Labor Day	September 4	September 2
Columbus Day	October 9	October 14
Veterans Day	November 11	November 11
Thanksgiving	November 23 & 24	November 28 & 29
Winter Break	Dec.25, 2023 -January 1 2024	Dec. 24, 2024 -January 1, 2025

LONG ISLAND
NAIL SKIN & HAIR
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Scholarship Programs

LINSHI Career Builder Continuing Education Scholarship

Long Island Nail Skin & Hair Institute may accept the award of certain scholarships in the payment of a student's tuition. Number of Scholarships to be distributed: Unlimited Amount Awarded: 10%-20% total program costs Eligibility/Application Criteria:

1. Completion of a State Licensure course at Long Island Nail Skin & Hair Institute.
2. Students must maintain a 90% or above attendance rate throughout their LINSHI education period.
3. Students must achieve a final GPA of 85% or above upon completion of State Licensure course at LINSHI.

Academic/Award Criteria:

1. Students must satisfy prerequisites and be enrolled in a continuing education course of their choice at LINSHI.
2. Scholarships are intended to offset the costs of continuing education courses at LINSHI.

Olivia HOPE LoRusso Scholarship Fund

The Olivia HOPE LoRusso Scholarship fund was established in April 2018. By Nail Skin & Hair Institute in memory of our esteemed graduate and accomplished Aesthetician Shelly LoRusso's Daughter Olivia Hope.

Eligibility: The Olivia HOPE LoRusso Scholarship fund is intended to assist a student who is an aspiring beauty professional studying specialized courses in Oncology Esthetics and has had a personal experience with the loss of a loved one to cancer.

Application Criteria:

1. Applicants must write a short essay about the defining moment in their life when they realized that the study of
2. Oncology Esthetics became important to their studies and career plans.
3. Complete the enrollment process and be accepted by Long Island Nail Skin Hair Institute.
4. Submit the scholarship application prior to the start of the Oncology Course.

Academic:

1. Start class stated on the enrollment agreement.
2. Maintain satisfactory progress throughout the term of the course.
3. Students must complete the course in its entirety.

Award Criteria:

1. One scholarship will be awarded annually.
2. The scholarship will cover the full cost of Long Island Nail Skin & Hair Oncology Esthetics Course.

Source of Scholarship Funds:

1. Long Island Nail Skin & Hair Institute will maintain a segregated fund for the management of scholarship funds.
2. A Tuition Credit from Long Island Nail Skin & Hair Institute will be notated on the student's ledger as Scholarship.
3. Long Island Nail Skin & Hair Institute will report all scholarship funds as gross tuition income.

Katie Beers Chance to Advance Scholarship

Number of Scholarships to be distributed: One scholarship will be awarded each year.

Amount Awarded: Full cost of tuition and supplies for courses offered at Long Island Nail Skin and Hair Institute (up to \$10,000 annually.)

Eligibility/Application Criteria:

1. Students must be a senior at a Long Island high school and scheduled to graduate with their upcoming Graduating class.
2. Students must satisfy all prerequisites and criteria to be enrolled at The Institute.

Academic/Award Criteria

1. Applicants must submit an essay of approximately 250 words stating what their career goals are in the beauty industry and how this scholarship will help them achieve their goals.
2. Applicants will submit a completed application along with an essay for review by the scholarship committee prior to April 30th of the current year.
3. A decision will be made by the committee on June 1st of the current year.
4. The scholarship recipient will be notified prior to their high school graduation. The recipient will be given a voucher that they can bring to Long Island Nail Skin & Hair Institute when enrolling. The student can use the voucher to enroll in the monthly start date of their choice within one year of receiving the scholarship voucher.
5. The scholarship recipient will maintain satisfactory academic progress in accordance with Long Island Nail Skin & Hair Institute written policies during their time enrolled at The Institute.
6. If for any reason the scholarship recipient gets dropped/expelled from The Institute, the student will not be charged for tuition or be due any refund.
7. The scholarship is non-transferable.

Period of time covered by the scholarship:

Scholarship will expire one year from the student's high school graduation.

Source of Scholarship Funds:

4. Long Island Nail Skin & Hair Institute will maintain a segregated fund for the management of scholarship funds.
5. A Tuition Credit from Long Island Nail Skin & Hair Institute will be notated on the student's ledger as Scholarship.
6. Long Island Nail Skin & Hair Institute will report all scholarship funds as gross tuition income.

Award Committee Members:

Susan Fragale, Director of Community Engagement & Partnerships, EAC Network

Dana Persico, CEO & Executive Director Long Island Nail Skin & Hair Institute

Beverly Fortune, President, Fortune Business Development

Disclosure Statement

"The student should be aware that some information in this catalog may change. It is recommended that students considering enrollment check with the school Director to determine if there is any change from the information provided in the catalog. In addition, a catalog will contain information on the schools teaching personnel and courses/curriculum offered. Please be advised that the State Education Department separately licenses all teaching personnel and independently approves all courses and curricula offered. Therefore, it is possible that courses/; curricula listed in the school's catalog may not be approved at the time the student enrolls in the school or the teaching personnel listed in the catalog may have changed. It is again recommended that you check with the school Director to determine if there are any changes in the courses/curricula offered by the teaching personnel listed in the catalog."

Complaint Procedures

"If you are or were a student of a Licensed Private or Registered Business School in the State of New York and believe that the school, or anyone representing the school, has acted unlawfully, you have the right to file a complaint with the New York State Education Department."

You may make complaints about the conduct of the school; advertising; standards and methods of instruction; equipment; facilities; qualifications of teaching and management personnel; enrollment agreement; methods of collecting tuition and other charges; school license or registration; school and student records; and private school agents.

The Steps to file a complaint are:

1. Write to New York State Education Department, Bureau of Proprietary School Supervision, 116 West 32nd Street, 5th Floor, New York, NY 10001 or telephone the Department at (212) 643-4760, requesting an interview for the purpose of filing a written complaint. Bring all relevant documents with you to the interview, including an enrollment agreement, financial aid application, transcripts, etc. An investigator from the Department will meet with you and go through your complaint in detail. The complainant can also file a complaint with the Middle States Commission on Higher Education , 3015 Colvin St., Alexandria, VA 22314, 703.600.7600.
2. If you cannot come in for an interview, send a letter or call the office to request a complaint form. You must complete and sign this form and mail it to the office. Please include with it copies of all relevant documents. You should keep the originals. You must file a complaint within two years after the alleged illegal conduct took place. The Bureau cannot investigate any complaint that is more than two years after the date of occurrence. The investigator will attempt to resolve the complaint as quickly as possible and may contact you in the future with follow-up questions. You should provide all information requested as quickly as possible; delay may affect the investigation of your complaint. When appropriate, the investigator will try to negotiate with the school informally. If the Department determines that violations of the law have been committed and the school fails to take satisfactory and appropriate action the Department may proceed with formal disciplinary charges.

Internal Complaint Procedure

1. Any student concerns or dissatisfaction may be addressed through notification to the Administrative Staff.
2. A meeting with the student and an administrative staff member will be scheduled if necessary. If no resolution is arrived upon the Director will ultimately determine any further necessary action.

Tuition Reimbursement Fund

The Tuition Reimbursement fund is designed to protect the financial interest of students attending proprietary schools. If a school closes while you are in attendance prior to the completion of your education program, then you may be eligible for a refund of all tuition expenses you have paid. If you drop out of school prior to completion and file a complaint against the school with the State Education Department, you may be eligible to receive a tuition refund if the State Education Department is able to provide factual support that your complaint is valid and to determine that there was a violation of Education Law of the Commissioner's Regulations as specified in Section 126.17 of the Commissioner's Regulations.

To file a claim to the Tuition Reimbursement Fund, you must first file a complaint with the Bureau of Proprietary School Supervision. New York State Education Department, 116 West 32nd Street, 5th floor, New York, NY 10001, or telephone (212) 643-4760. The staff of the Education Department will assist you in the preparation of tuition reimbursement form.

Financial Assistance

Long Island Nail Skin & Hair Institute can provide financial assistance to those students who qualify. Title IV funding includes the following:

- Direct Subsidized Federal Loan
- Direct Unsubsidized Federal Loan
- Pell Grant

Statement of Students Rights, Responsibility, and Eligibility for receiving Financial Aid

A meeting with our Financial Aid Department can determine eligibility and options. Financial Aid is available for those that qualify. All students have the right to apply for Title IV funding as well as the option for a payment plan as listed on enrollment agreement. It is your right to select a lender for a guaranteed student loan. The school cannot require you to apply to a particular lender or lending institution. However, the school can recommend a lender, but if it does, the school must also provide you with a statement about your right and ability to obtain a loan from another lender and the insurance premiums charged on these loans.

Students Books and Supplies

Students have the option of opting out of purchasing their books and kit from Long Island Nail Skin & Hair Institute. Student can purchase their books and kit from a vendor not affiliated with our Institute. List of alternative sources to purchase the kit is available in the front office. All supplies must be comparable to Long Island Nail Skin & Hair Institutes kit within the first week of class.

Method of Payments

Long Island Nail Skin & Hair Institute accepts MasterCard, Visa, Discover, checks and cash.

Student's tuition payments are due on a weekly basis. If payment is not received, a \$20.00 late fee will apply.

Employment Assistance

The Institute provides job placement services to all graduates, but does not guarantee employment. Postings of all available job opportunities are located in the Main Office. Students will also receive instruction on professionalism; resume writing, interview preparation, job search skills, etc.

Esthetics 600 Hour Course Outline

The Esthetics course consists of 600 hours as prescribed by the New York Division of Licensing Requirements. The objective of the Esthetics curriculum is to provide the student with ample training to pass the State Board written and practical exams. As a licensed Esthetician an individual is permitted to practice facials, body procedures, make-up artistry and hair removal.

Course Unit Title	Required Hours
Orientation	4
Safety & Health	8
Bacteriology	18
Anatomy & Physiology	25
Structure & Function of Skin	12
Superfluous Hair	24
Chemistry	3
Chemistry in Cosmetics	21
Electricity & Machines	18
Facial Treatments	250
Make-up Techniques	84
Business Practices	47
Job Skills	66
Intro to Paramedical	20
Esthetics	
Total	600 hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of the program.

Esthetics (Full Time) refund policy			
First Quarter			
If termination occurs		School may keep	Student refund
Prior or during the first week	0%	\$0.00	5447.00
During the second week	25%	1361.87	3748.13
During the third week	50%	2373.75	2498.75
During the fourth week	75%	4085.62	1249.37
After the fourth week	100%	5447.00	0.00
Subsequent Quarter			
If termination occur		School may keep	Student refund
During the first week	25%	1361.87	3748.13
During the second week	50%	2373.75	2498.75
During the third week	75%	4085.62	1249.37
After the third week	100%	5447.00	0.00

Nail Specialty 250 Hours Course Outline

The Nail Specialty course consists of 250 hours as prescribed by the New York Division of Licensing Requirements. The objective of the Nail Specialty curriculum is to provide the student with ample training to pass the State Board written and practical exams. As a licensed Nail Technician an individual is permitted to practice natural nail care and foot care, artificial enhancements and nail art.

Course Unit Title	Required Hours
Orientation	4
Anatomy/Physiology	10
Safety & Health	8
Bacteria	10
Infection Control	10
Client Consultation	4
Manicuring	20
Pedicuring	15
Tip Application	12
Nail Wraps	25
Acrylics	50
Gel Nails	20
Nail Art	4
Business Practice	14
Job Skills	6
Nail Disorders	10
Skin Disorders	10
Chemistry	8
Demos	10
Total	250 hours



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Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Nail Specialty Refund Policy

First Quarter

If termination occurs	School may keep	Student refund
Prior to or during the first week---0%	0.00	1697.50
During the second week-----25%	424.38	1273.12
During the third week-----50%	848.76	848.76
During the fourth week-----75%	1273.12	424.38
After the fourth week-----100%	1697.50	0.00

Subsequent Quarter

If termination occurs	School may keep	Student refund
During the first week----- 25%	424.38	1273.12
During the second week-----50%	848.76	848.76
During the third week----- 75%	1273.12	424.38
After the third week-----100%	1697.50	0.00

Waxing 75 Hours Course Outline

The Waxing course consists of 75 hours as prescribed by the New York Division of Licensing Requirements. The objective of the Waxing curriculum is to provide the student with ample training to pass the State Board written exam. As a licensed Waxer an individual is permitted to practice waxing for the purpose of hair removal.

Course Unit Title	Required Hours
Professional Regulations	10
Safety & Health	20
Skin	10
Removal of Hair	35
Total	75 hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of the program.

Waxing Course Refund Policy

If Termination occurs		School May Keep	Student Refund
0-15% of the program	0%	00.00	2474.00
16-30% of the program	25%	618.50	1855.50
31-45% of the program	50%	1855.5	618.50
46-60% of the program	100%	2474.00	0.00



Nail Specialty/Waxing 300 Hours Course Outline

The Nail Specialty/Waxing course consists of 300 hours as prescribed by the New York Division of Licensing Requirements.

Course Unit Title	Required Hours
Orientation	4
Anatomy/Physiology	10
Bacteria & Infectious Disease	10
Infection Control	10
Client Consultation	4
Manicuring	30
Pedicuring	15
Tip Application	12
Nail Wraps	25
Liquid & Powder Nail Extensions	50
Gel Nails	20
Nail Art	5
Retailing Techniques	6
Business Practices	8
Job Skills	6
Professional Requirements	10
Safety & Health	20
Skin Structure, Disorders	10
Removal of Superfluous Hair	45
Total	300 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Nail Specialty/Waxing Refund Policy

First Quarter

If termination occurs	School may keep	Student refund
Prior to or during the first week	0% \$.00	2335.00
During the second week	25% 583.75	1751.25
During the third week	50% 1167.50	1167.50
During the fourth week	75% 1751.25	583.75
After the fourth week	100% 2335.00	0.00

Subsequent Quarter

If termination occurs	School may keep	Student refund
During the first week	25% \$ 583.75	1160.63
During the second week	50% 1167.50	773.75
During the third week	75% 1751.25	386.87
After the third week	100% 2335.00	0.00

Makeup Artistry 50 Hours Course Outline

Please note that Makeup Artistry is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The Makeup Artistry Course consists of 30 hours as prescribed by the New York Division of Licensing Requirements. This course offers an avant-garde education in makeup and is everything the aspiring Makeup Artist can't live without.

Course Unit Title	Required Hours
Foundation of Makeup Artistry	10
Bridal Makeup Artistry with Airbrush	10
Airbrush Body Glow	5
The Edit	5
Total	30 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for graduation. Certificate will be awarded upon completion of program

Makeup Artistry Refund Policy

(course not approved by **Middle States Commission on Higher Education**)

If termination occurs	School may keep	Student refund
Prior to or during the first week--0%	\$.00	2,300.00
During the second week-----25%	575.00	1,725.00
During the third week-----50%	1,150.00	1,150.00
During the fourth week-----75%	1,725.00	575.00
After the fourth week-----100%	2,300.00	0.00

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Permanent Makeup 100 Hour Course Outline

Please note that Permanent Makeup is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The Permanent Makeup program consists of 100 hours as prescribed by the New York Division of Licensing Requirements. This course will train on how to perform methods of Permanent Makeup inclusive of sanitation standards as prescribed by NY State.

Course Unite Title	Required Hours
Orientation	.5
NYS Laws & Regulations	4
Sanitation & Sterilization	15
Consultations/Contraindications	2
Anatomy & Physiology	3.5
Color Theory	4
Permanent Makeup Techniques	67
Business of Permanent Makeup	4
Total	<hr/> 100 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of the program.

Permanent Makeup Refund Policy

(course not approved by **Middle States Commission on Higher Education**)

If termination occurs	School may keep	Student refund
0-15% of the program.....0%	0.00	\$,395.00
16-30% of the program..... 25%	848.75	2,546.25
31-45% of the program.....50%	1,697.50	1,697.50
46-60% of the program.....75%	2,546.25	848.75
After 60% of the program..100%	3,395.00	0 .00

Cosmetic Laser Hair Removal 35 Hour Course Outline

Please note that Cosmetic Laser Hair Removal is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The Cosmetic Laser Hair Removal course consists of 35 hours as prescribed by the New York Division of Licensing Requirements. This course is designed to further the understanding of the light therapy for many common medical esthetic skin procedures and teaches the provider how to perform these procedures in a safe environment. Topics of the course cover safety, anatomy, physiology and the basic physics of skin and light interactions.

Course Unit Title	Required Hours
Orientation	.5
Anatomy/Physiology	4
Laser Science & Systems	3.5
Laser Equipment & Safety	3
Bacteriology & Sanitation	2
Client Consultation	4
Professional Ethics	1
Treatments Performed	1
Performing Actual Treatments	15
Review Q & A Period	1
Total	35 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Cosmetic Laser Hair Removal Refund Policy (course not approved by Middle States Commission on Higher Education)		
If termination occurs	School may keep	Student refund
0-15% of the program.....0%	\$.00	1495.00
16-30% of the program..... 25%	373 .75	1121.25
31-45% of the program.....50%	747.50	747.50
46-60% of the program.....75%	1121.25	373.75

Advanced Esthetics 25 Hour Course Outline

Please note that Advanced Esthetics is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The Advanced Esthetics course consists of 35 hours as prescribed by the New York Division of Licensing Requirements. This course provides sought after advanced training for Estheticians to further advance their career.

Course Unit Title	Required Hours
Microdermabrasion	5
Chemical Peel	5
Oxygen Facial	5
Dermaplaning	5
LED Light Therapy	5
BodyShape	5
MaxSculpt	5
<hr/>	
Total	35 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. School certificate will be awarded upon completion of program

Advanced Esthetics Refund Policy (course not approved by Middle States Commission on Higher Education)		
If termination occurs	School may keep	Student refund
0-15% of the program.....0%	\$0.00	1705.00
16-30% of the program..... 25%	426.25	1278.75
31-45% of the program.....50%	852.50	852.50
46-60% of the program.....75%	1278.75	426.25
After 60% of the program.....100%	1705.00	0.00

Oncology Esthetics 25 Hour Course outline

Please note that Oncology Esthetics is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The Oncology Esthetics program consists of 40 hours as prescribed by the New York Division of Licensing Requirements. This course will train the Esthetician or Cosmetologist on how to perform methods of Esthetic Protocols for patients with cancer and in remission.

Course Unit Title	Required Hours
Introduction to Cancer	3
Safety and Health	2
Anatomy and Physiology	2
Structure & Disorders During Cancer Treatments	4
Chemistry as Applied to Skin Care Products & Cosmetics	4
Patient Consultation & Service Protocols	6
Lymphedema	2
Ethical Business Practices	2
Performing Actual Treatments	15
Total	40 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Oncology Esthetic Refund Policy (course not approved by Middle States Commission on Higher Education)		
If termination occurs	School may keep	Student refund
0-15% of the program.....0%	0.00	\$ 700.00
16-30% of the program..... 25%	175.00	525.00
31-45% of the program.....50%	350.00	350.00
46-60% of the program.....75%	525.00	175.00
After 60% of the program.....100%	700.00	0.00

Natural Hair Styling 300 Hour Course Outline

The Natural Hair Styling program consists of 300 hours as prescribed by the New York Division of Licensing Requirements.

This course concentrates on modern styles, as well as edgy and creative hair designs, using hot tools, roller sets, extensions and more. Topics of this course cover safety, anatomy & physiology, hair analysis, and chemistry as well as shampoos, conditioners, treatment, braiding, weaving and styling.

Course Unit Title	Required Hours
Professional Requirements	10
Safety and Health	20
Anatomy and Physiology	5
Hair Analysis	10
Hair and Scalp Diseases and Disorders	10
Chemistry as Applied to Natural Hair Styling	5
Shampoos, Conditioners, Treatments, and Rinses	20
Hair Braiding, Locking, Weaving and Styling	220
Total	300 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Natural Hair Styling Refund Policy		
First Quarter		
If termination occurs	School may keep	Student refund:
Prior to or during the first week.....0%	\$0.00	\$1597.50
During the second week.....25%	339.38	1198.12
During the third week.....50%	798.75	798.75
During the fourth week.....75%	1198.12	399.38
After the fourth week.....100%	1597.50	0.00
Subsequent Quarter		
If termination occurs	School may keep	Student refund
During the second week.....25%	339.38	1198.12
During the third week.....50%	798.75	798.75
During the fourth week.....75%	1198.12	399.38
After the fourth week.....100%	1597.50	0.00

Keratin Lash Lift & Brow Lamination 8 Hour Course Outline

Please note that Keratin Lash Lift & Brow Lamination is NOT accredited by Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable

The Keratin Lash Lift & Brown Lamination course consists of 8 hours as prescribed by the New York Division of Licensing Requirements. This course provides sought after advanced training for Estheticians, to Further advance their career.

Course Unit Title	Required Hours
Orientation	.5 Hour
Sanitation & Disinfection	.5 Hour
Keratin Lash Lift Products and Process. Consultation Protocols, Indications & Contraindications as Applied to Keratin Lash Lift	.5 Hour
Demo of Keratin Lash Lift Keratin Lash Lift Hands-on Practice with Live Model	3 Hours
Consultation Protocols, Indications & Contraindications as applied to Brow Lamination. Brow Lamination Products and Process	.5 Hour
Demo of Brow Lamination Brow Lamination Hands-on Practice with Live Model	3 Hours
Total	8 HOURS

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon completion of program

Keratin Lash Lift and Brow Lamination Refund Policy (course not approved by Middle States Commission on Higher Education)		
If termination occurs	School may keep	Student Refund
0-15% of the program.....0%	\$0 .00	700.00
16-30% of the program..... 25%	175.00	525.00
31-45% of the program.....50%	350.00	350.00
46-60% of the program.....75%	525.00	175.00
After 60% of the program.....100%	700.00	0.00

All About Lashes 14 hour Course Outline

Please note that All About Lashes is NOT accredited by the Middle States Commission on Higher Education and therefore is a non-Title IV eligible program, as applicable.

The All About Lashes course consists of 14 hours as prescribed by the New York Division of Licensing Requirements. This course provides sought after advanced training for Estheticians to further their career.

Course Unit Title	Required Hours
Orientation	.5
NYS Laws & Regulations	1
Sanitation Guidelines	2
Understanding Eye Conditions/Allergies	1.5
Lash Styles/tools/adhesives/Pre & Post Care	3.5
Eye and Face Anatomy	2.0
Eye conditions and Allergies	1.5
Understanding Hair Growth Cycle	1.5
Social Media & Marketing	.5
 Total	<hr/> 14 Hours

Graduation Requirements: Students must complete contracted hours and achieve a minimum of 76% grade average in order to qualify for Graduation. Certificate will be awarded upon complete of program.



All About Lashes Refund Policy

(Course is not approved by Middle States Commission on Higher Education)

If termination occurs	School may keep	Student refund
0-15% of the program	0% 0.00	\$1,000.00
16-30% of the program	25% 250.00	750.00
31-45% of the program	50% 500.00	500.00
46-60% of the program	75% 750.00	250.00
After 60% of the program	100% 1,000.00	0.00

Career Opportunities

Once you are licensed, the choices for employment that are in the Beauty Industry include:

Salons

Owner
Make-up Artist Manager
Manicurist Esthetician

Education

Instructor
State Board Inspector
Beauty School Director/Owner
Educational Director for Manufacturer

Industry and Occupational Analysis

Manicurists & Pedicurists (2018-2028)

# OF JOBS - 2018	156,300
Job Outlook Growth	10%
Employment Change	15,700
# OF JOBS - 2028	172,000

Hairdressers, Hairstylists, and Cosmetologists (2018-2028)

# OF JOBS - 2018	766,100
Job Outlook Growth	8%
Employment Change	63,900
# OF JOBS - 2028	830,000

Manufacturing & Distribution

Field Manager Sales Consultant
District Manager Educator
Manufacturer's Representative

Types of Salons

Spas Resorts Medispa Pedispa
Cruise Ships
Dermatologists Office Health Club
Chiropractic Office Plastic Surgeons
Office Freelance

Skincare Specialists (2018-2028)

# OF JOBS - 2018	71,800
Job Outlook Growth	11%
Employment Change	7,800
# OF JOBS -2028	79,600

Barbers (2018-2028)

# OF JOBS - 2018	766,100
Job Outlook Growth	8%
Employment Change	63,900
# OF JOBS - 2028	830,000

Communications

Beauty Editor Freelance
Writer Advertising
Promotion Writer

Retail Sales

Sales Consultant Cosmetic
Buyer Manager Director of
Sales Assistant Buyer

Return of Title IV Funding

When a student officially withdraws prior to completing 60% of the term, a return to Title IV funds calculation must be returned. The unearned portion (based on the percent of the term remaining) of the aid is returned to the lender or aid program. If the return of the funds creates a balance due on the student account the student will be responsible to pay the balance on their account.

Funds included in the return of Title IV funds process are:

- Direct Subsidized Federal Loan
- Direct Unsubsidized Federal Loan
- Pell Grant

The information provided in the Occupational Educational Data Survey (OEDS) is self-reported data by the licensed career school. While BPSS has approved the catalog, it relies on the verification of its content by the licensed career school.



OEDS: July 1, 2021- June 30, 2022

- Esthetics Placement:
- Nail Specialty Placement:
- Nail Specialty/Waxing Placement:
- Natural Hair Styling Placement:

2021 Outcome Rates

- Graduation Rate: 89%
- Placement Rate: 81%
- Licensure Rate: 100%



I certify this catalog to be true and correct in content and in policy

Print Name/Title

Signature

Date