
South Louisiana Beauty College prohibits discrimination in admission to, or access to, or employment in its programs and activities on the basis of race, color, national origin, sex or sexual expression, or any other characteristic prohibited by law.

Admissions/Registration

South Louisiana Beauty College makes every effort to meet the needs of both enrolled students and those interested in our programs offered. Interested students may apply in person at our college, Tuesday through Saturday from 8:30 a.m. to 4:30 p.m., except for scheduled holidays. Career counseling is available during the same time and days.

School Calendar:

This school operates on a continuous basis. Classes begin the first Tuesday of each month; closed on Mondays.

The school will observe the following holidays:

- New Year's Day
- Mardi Gras Day
- Thanksgiving Day
- Christmas Day

The school may close for break during the summer: dates to be announced

The school may close for instructors to attend continuing education classes: dates to be announced

The school may close for inclement weather: hurricanes, serious inclement weather; notification announced on local radio station KCIL.

Career and Technical Education

Applicants must be at least 17 years of age and should be **academically, physically and emotionally capable** of meeting the essential tasks of the chosen program. Completion of a high school diploma or its equivalent is required for all programs. In addition, the Instructor Training program requires the student to possess a current Cosmetology or Manicuring license.

South Louisiana Beauty College accepts high school diplomas from recognized institutions within the United States educational system that hold accreditation from a regional, national, or specialized accreditation body that is in turn recognized by the U.S. Secretary of Education. Our institution also accepts a General Education Diploma (GED) credential diploma. The diploma must be recognized by GED Testing in Washington, D.C. Students who complete secondary education in home school setting are required to provide documentation as to the diploma type. We will confirm its validity with the Louisiana State Board of Cosmetology. The board will inform us of the validity of the home school diploma. Home school and GED diplomas must be verified prior to enrollment.

Admission procedures for all programs are:

- Contact the Financial Aid Office (if financial assistance is needed).
- Complete an enrollment application at our institution.
- Have a valid high school diploma or GED.
- Valid LA Driver's license/ID
- Social Security Card
- 2 wallet size colored pictures
- Current health certificate
- Meet with our Career/Program Advisor and/or Financial Aid Officer
- Students requesting disability accommodations should self-disclose the disability and must provide supporting documentation.
- Provide transcripts as required.
- Pay the registration fee required (cash, cashier's check or money order)
- Instructor Training Program students must submit their original valid Cosmetology or Manicuring license.

Students are strongly encouraged to contact the admissions office prior to their first day of class with any questions. The admissions office will review the student application, explain admission requirements and recommend program placement based on student interest, aptitude, training, and space availability.

Work-based Plan

Our institution assists students in academic, career-technical, economic and social development. There is a responsibility to the school, to the community and to industry that must be considered when accepting students into this on-the-job learning opportunity.

Clinical Practicum, work-based experiences, such as clinical, and practicum are an integral part of most licensing programs. Students are required to participate in administering direct client contact under the guidance of an instructor as well as some observational experiences. Students are assessed in their knowledge, skills and work habits while participating in these work-based experiences.

Textbook Information: The following textbooks are used by this institution:

Program	Book Name	ISBN-10	ISBN-13
Cosmetology	Salon Fundamentals By Pivot Point	ISBN-10: 1934636754	ISBN-13: 978-1934636756
Manicuring	Milady Standard Nail Technology	ISBN-10: 1285080475	ISBN-13: 978-1285080475
Instructor Training	Master Educator By Milady	ISBN-10: 1133693695	ISBN-13: 978-1133693697

Transfer of Credit

Transfer between SLBC programs:

Students who desire to transfer between programs must meet with the Admissions officer to determine the eligibility of transfer between programs. Each program holds its own set of requirements set by the Louisiana State Board of Cosmetology which must be followed. The amount of hours eligible for transfer between programs is determined by the Board.

Transfer among Postsecondary Institutions:

Students transferring to SLBC from another institution must file their application and supporting academic documents in the Admissions Office. Students must be in good standing at the transferring institution. Transcripts are reviewed for transfer credit and placement prior to enrollment.

All transfers are considered on an individual basis provided space is available and admission requirements are met. Student placement will be the result of mutual planning by the student, instructor and administration. Some licensure programs may have additional transfer requirements to ensure that licensure and certification standards are met.

Disability Accommodations

In order to receive disability accommodations, students must self-disclose the disability and provide documentation to our school that clearly shows evidence of a disability. Special accommodations can be made for theory and practical testing depending on the disability and documentation submitted. Formal documentation must be submitted to The Louisiana State Board of Cosmetology a minimum of 30 days prior to testing for accommodation requests to be processed and/or honored.

Method of Payment

The following payments are accepted:

Cash, Certified check, Money Order

Checks made payable to: South Louisiana Beauty College

Veterans Educational Benefits

Students who are approved through the Veteran's Administration must submit the proper documentation to SLBC for processing. VA approved students must follow all policies regulations set by our institution and VA.

Program and Course Descriptions Career and Technical Education

Course	Required Hours	Hours/ Week	Weeks	Max. Weeks
Cosmetology	1500	30	50	75
		25	60	90
		24	62.5	94
Manicuring	600	30	20	30
		25	24	36
		24	25	38
Instructor Training	600	30	20	30
		25	24	36
		24	25	38

Student Support Services

Our staff focuses on the needs of the individual student and help to bring together our resources of SLBC. The process begins with academic assessment and program advisement with our admissions officer to develop a career action plan. It continues with support throughout a student's enrollment at SLBC.

Career Counseling

Career counseling is available to assist students with career and academic advisement and financial hardship concerns. Walk-ins or appointments may be made Tuesday through Saturday, 8:30 a.m. to 4:30 p.m. Our staff is available to assist students with study skills, stress reduction, test-taking anxiety and other challenges. Instructors are available from 8:30 a.m. to 9:00 a.m. and from 4:00 p.m.-4:30 p.m. Tuesday through Saturday for the best counseling time which will not interfere with the student's daily work schedule.

Ability to Benefit Option for Students

As of July 1, 2012 first time students no longer have the option to use the Ability to Benefit (ATB) alternative to be eligible for any Federal Student Aid (FSA)

For students who attended an eligible program at another Title IV institution or at SLBC prior to July 1, 2012, may establish eligibility at SLBC by using the ATB alternatives below:

- Pass the Ability to Benefit Test (ATB)

The ATB test used by SLBC is the Wonderlic test. Applicants must score a minimum of verbal 200 and quantitative 210.

SLBC will document that a student qualifies to use the ATB alternative. Such documentation could include documentation from the National Student Loan Data System (NSLDS) that a student previously received Title IV, or a transcript or other documentation from a previous institution that demonstrates enrollment in a Title IV eligible program.