



*Charr-Nix's*

**New Generation School of Beauty | (772) 925-1073**

6200 20th Street, Suite 694-B, Vero Beach, FL 32966

[charr-nixsnewgenerationschoolofbeauty.org](http://charr-nixsnewgenerationschoolofbeauty.org)

*"Where all instruction occurs"*

# School Catalog

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## Table of Contents

Welcome.....	4
Our Mission.....	5
Facilities and Equipment.....	5
Admission Policy.....	5
Transfer Policy.....	6
Re-entry (Re-Enrollment Policy).....	6
Statement of Nondiscrimination.....	6
Hours of Operation.....	6
Federal Holidays Observed by the School:.....	7
Visa Services.....	7
Instructional Language.....	7
Unit Of Credit.....	7
Programs.....	8
Program Schedules.....	8
Class Start Dates.....	9
Course Numbering System.....	9
Course Descriptions.....	9
Cosmetology.....	9
Barbering.....	13
Nail Specialty.....	15
Facial Specialty.....	18
Restricted Barbering.....	22
Tuition and Fees.....	24
Financial Assistance.....	24
Extra Instructional (Overtime) Charges.....	24
Orientation Day.....	24
Dress Code.....	25
Tardy Policy.....	25
Excused and Unexcused Absences.....	25
Leave of Absence Policy (LOA).....	25
Satisfactory Academic Progress Policy (SAP).....	26
Evaluation Periods.....	26
Academic Year.....	26
Attendance Progress.....	26
Academic Progress.....	27
Grading Scale.....	27
Maximum Time Frame.....	27
Determination of Progress.....	28
Progress Status.....	28
Re-Establishment of Progress.....	28
Interruptions, Leave of Absences, Course Incompletes & Withdraws.....	28

Program Incompletes, Repetitions, Non-credit and Remedial Courses .....	28
Evaluation Results (SAP Reports) .....	28
Academic Progress Status .....	29
Transfer Students and SAP .....	29
Financial Aid.....	29
Veteran’s Education Funding.....	29
Policy for Scheduling and Grading Make-Up Work .....	29
Make up Hours.....	29
School Library .....	29
Institutional Refund Policy .....	29
Family Educational Rights and Privacy Act – FERPA.....	30
Physical, Regulatory and Industry Demands & Prerequisites of the Industry .....	31
Student Services.....	31
Conduct Policy.....	31
Termination Conduct Dismissal Policies.....	32
Grievance Policy and Student Complaints .....	32
Transferability of Credits to Another Institution.....	32
Student Tips .....	32
Graduation Requirements.....	33
Career Opportunities .....	33
Job Placement Assistance (Employment Assistance).....	33
Requirements for State Licensing .....	33
Prior Criminal Offenses and Licensure .....	33
School State Licensure .....	33
Accreditation.....	<b>Error! Bookmark not defined.</b>
Ownership.....	34
School Administrators .....	34
School Faculty: .....	35
School Catalog’s Pre-Enrollment Disclosures & Acknowledgements .....	35



## **Welcome**

to Charr-Nix's New Generation School of Beauty. We are excited that you have chosen one of the most rewarding careers of our times. The beauty profession is a growing industry with many opportunities for you to turn your passion and artistic abilities into an illustrious career. The industry offers many specialized and skilled professions to choose from: cosmetologist, facial and makeup artist, hair designer, hair extension specialist, hair coloring specialist, chemical specialist, precision hair cutting specialist, nail technician, manicure and pedicure technician, barber, platform artist, and many more exciting career choices. As a student of Charr-Nix's New Generation School of Beauty, you will receive

academic training to prepare for a successful career. Our instructors are committed in making your educational experience exciting and delightful.

Charr-Nix's New Generation School of Beauty is dedicated to performing ongoing assessments of our programs through benchmarking with other educators, consulting with industry leaders, and evaluating key performance levels to identify areas of improvement opportunities.

Our students can participate in international hair shows and competitions.

Sincerely,

*Dr. Gwendolyn Rolle*

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**Dr. Gwendolyn Rolle**

Charr-Nix's New Generation School of Beauty  
Owner, Education Director & President

## Our Mission

The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.

## Facilities and Equipment

Charr-Nix's New Generation School of Beauty is located in the beautiful city of Vero Beach, in Indian River County, at 6200 20th Street, Suite 694-B, Vero Beach, Florida 32966. We are conveniently located in the Indian River Mall, *where all instruction occurs*. Our facility provides a safe, clean, and comfortable environment conducive to the positive learning experience we strive to create for each of our students. Our 4200 square foot building provides ample space to accommodate the daily operational requirements for classroom instruction, student labs, and service areas.



The mall provides ample parking close to the school's entrance and a food court that offers plenty of delicious food options for student and staff meal breaks.

Not only is our facility spacious, but it's also tastefully decorated. We have a fully equipped student clinical area where students gain practical training and experience providing supervised hair, skin, and nail services to school salon floor clients and guests.

The 4200 square foot facility also includes a fully equipped student salon, an administrative office, 2 rest rooms, 3 classrooms, a student breakroom furnished with a sink, refrigerator, microwave,

tables and chairs; a manicure room, 5 manicure stations, 4 barber stations, a facial waxing room, 3 shampoo stations, 10 cosmetology hair styling stations, 11 chair dryer stations, a color room with a washer/dryer, and a large storage area for supplies. The school is able to accommodate a total of 8 barbering students and 20 cosmetology students for a total of 28 students, per shift.

## Admission Policy

Charr-Nix's New Generation School of Beauty is accepting students for admission. Below are the requirements for admission:

- Must be 16 years of age or older.
- Provide a copy of his/her High School Diploma, or GED or their transcript showing high school completion or documentation proving completion of homeschooling at the secondary level as defined by state law or have evidence that verification of a foreign student's high school diploma has been performed by an outside agency that is qualified to translate documents into English and **confirm the academic equivalence to a U.S. high school diploma.**
- **If a high school information appears to be questionable**, for example (age and date of graduation are not reasonable, or the documentation doesn't look official, etc.) an official transcript will be requested and evaluated by the director of education prior to enrolling the

- student. If the information cannot be verified by the school the student must pass a GED test prior to enrollment. Self-Certification will not be allowed for enrollment or Title IV purposes.
- An academic transcript showing completion of at least a two-year program that is acceptable towards a bachelor's degree will substitute for a Highschool diploma or GED.
  - Applicant must provide a valid, current, government-issued picture ID, such as a Florida Driver's license, ID Card, other state issued ID, or Passport.
  - Provide their Social Security number or TIN.
  - **Transfer students only:** Transfer students shall provide transcripts from *prior* instructional institution before enrollment. Failure to provide the required documentation of previous training, in any circumstance, prior to enrollment will result in not being able to apply those hours that could be accepted toward your enrollment at Charr-Nix's New Generation School of Beauty.
  - **Ability to Benefit Exam (ATB):** the school is currently accepting Ability to Benefit Exams, for admissions. The school uses Wonderlink, test fees are the responsibility of the student. Students much achieve a passing score on a scale that reports as Pass/Fail with scores reporting graphically in relation to minimum scores. Phone (Wonderlink): 1-877-605-9496. More details can be found at <http://www.wonderlic.com/shop-need/student-assessment/Ability-to-Benefit-ATB>.
  - This institution does not award credit for experiential learning.
  - This institution has **not** entered into an articulation or transfer agreement with any other institution.

### **Transfer Policy**

**(From Another Institution)** – The transferability of hours a student earns and are deemed transferable from another Institution is determined at the **sole** discretion of Charr-Nix's New Generation School of Beauty's administration. All transfer hours must be determined prior to enrollment and included in the student's enrollment agreement.

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

A student who withdraws from Charr-Nix's New Generation School of Beauty 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 hours they will receive credit for and such review and transferring of hours will be at the sole discretion of the school's Administration. A new registration fee of \$150 must be paid to re- enroll.

### **Statement of Nondiscrimination**

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

### **Hours of Operation**

The school is open to the public, in service year around for twelve months, excluding federal holidays. We conveniently offer day and evening classes on both a full-time and part-time basis; The school is

open from 9:00 am – 4:30 pm Tuesday through Saturday. Open 6:00 pm to 10:00 pm Tuesday, Wednesday, Thursday, and Saturday. Administration hours for enrollment questions are 9:00 am – 2:00 pm Monday- Friday, or by appointment.

**Federal Holidays Observed by the School:**

Date	Federal Holiday	Day of the week
February 19, 2024	Presidents' Day	Monday
May 27, 2024	Memorial Day	Monday
June 19, 2024	Juneteenth	Wednesday
July 4, 2024	Independence Day	Thursday
September 2, 2024	Labor Day	Monday
October 14, 2024	Columbus Day	Monday
November 11, 2024	Veterans Day	Monday
November 28, 2024	Thanksgiving Day	Thursday
December 25, 2024	Christmas Day	Wednesday
January 1, 2025	New Year's Day	Monday
January 20, 2024	Martin Luther King Day	Monday

Students will receive text messages or email regarding information pertaining to unexpected school closures if they occur.

**Visa Services**

Charr-Nix’s New Generation School of Beauty admits students from other countries but does not provide visa related services.

**Instructional Language**

All classes and instruction offered at Charr-Nix’s New Generation School of Beauty are offered in English only.

**Recruiting**

Charr-Nix’s New Generation School of Beauty does not actively engage in recruiting students from other Cosmetology and Barbering schools. The school strives to follow ethical practices at all times.

**Unit Of Credit**

Credits earned at Charr-Nix’s New Generation School of Beauty are for determining progress towards program completion. Academic credit is measured in Clock Hours. Typically, one clock hour of instruction is defined as fifty minutes of classroom instruction in the presence of an instructor out of a sixty-minute period. In the case of the student clinic, one clock hour is awarded for each fifty-minute service.

## Programs

Charr-Nix's New Generation School of Beauty currently offers training leading to licensure with its following programs:

**Cosmetology** (1200 clock hours), **Barbering** (1202 clock hours), **Nail Specialty** (180 clock hours), **Facial Specialty** (260 clock hours), **Restricted Barbering** (600 clock hours)

## Program Schedules

Program	Tuesday	Wednesday	Thursday	Friday	Saturday	Lunch/ Breaks	Program Length
<b>Cosmetology</b> 1200 hours 35 hours/week	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	1/2 Hour Lunch (2) 15minute breaks	35 Weeks
<b>Cosmetology</b> 1200 hours 19 hours /week	6:00pm To 10:00pm	6:00pm to 10:00 pm	6:00pm to 10:00pm	N/A	9:00am to 4:30pm 1/2 Hour Lunch	(1) 15minute break	63 Weeks
<b>Barbering</b> 1202 Hours 35 hours /week	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	1/2 Hour Lunch (2) 15minute breaks	35 Weeks
<b>Barbering</b> 1202 Hours 19 hours /week	6:00pm to 10:00 pm	6:00pm to 10:00 pm	6:00pm to 10:00pm	N/A	9:00am to 4:30pm 1/2 Hour Lunch	(1) 15minute break	63 Weeks

Program	Tuesday	Wednesday	Thursday	Friday	Saturday	Lunch/ Breaks	Program Length
<b>Restricted Barbering</b> 600 Hours 35 hours /week	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	9:00am to 4:30pm	1/2 Hour Lunch (2) 15minute breaks	17 Weeks
<b>Restricted Barbering</b> 600 Hours 19 hours /week	6:00pm to 10:00 pm	6:00pm to 10:00 pm	6:00pm to 10:00 pm	N/A	9:00am to 4:30pm 1/2 Hour Lunch	(1) 15minute break	32 Weeks
<b>Nail Specialty</b> 180 Hours 20 hours /week	9:00am to 1:00pm	9:00am to 1:00pm	9:00am to 1:00pm	9:00am to 1:00pm	9:00am to 1:00pm	(1) 15minute break	9 Weeks
<b>Facial Specialty</b> 260 Hours 20 hours /week	1:00pm to 5:00pm	1:00pm to 5:00pm	1:00pm to 5:00pm	1:00pm to 5:00pm	1:00pm to 5:00pm	(1) 15minute break	13 Weeks



### **Class Start Dates**

Charr-Nix's New Generation School of Beauty start new classes the first Tuesday of each month, and other dates with the approval of the school's director.

### **Course Numbering System**

Charr-Nix's New Generation School of Beauty uses course numbering systems that consists of a three to four-letter prefix followed by three numbers which indicates the area of study and chronological order of course material. This number is assigned for identification purposes only, and does not define the level or sequence of courses. Number sequence is not representative of any pre-requisites required for the program and is not part of the Florida course numbering system.

### **Course Descriptions**

	<b>Cosmetology</b>
<b>Program Description</b>	The Cosmetology Course is designed to introduce the student to the science of Cosmetology through theoretical and practical application designed to model good work habits, ethics, grooming, and professionalism. Skills related to the field of Cosmetology are introduced, fine-tuned, and polished so that upon graduation the student is at an entry level of acceptable performance in the business world of Cosmetology. The curriculum for this course is developed to prepare students for the Florida State Written and Practical Cosmetology Examination for Licensure.
<b>Program Mission &amp; Objectives</b>	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.
<b>Graduation Requirements</b>	In order to graduate from Charr-Nix's New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75% or higher and have made full payment of financial obligations payable to the school. Both Cosmetology and Barbering students may elect to take the exam after completing 1,000 clocked hours (challenge the exam) according to Florida state law, if their financial obligations are paid to the school, in full and both their attendance and grade point average are at 85%. In the event they then pass both the written and practical exam, they will be licensed under Florida law and do not have to complete the remaining hours in their program. There will be no discount in contract pricing for student who pass the exam at 1,000 hours.
<b>Total Clock Hours</b>	1200 Clock Hours
<b>Exams</b>	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 <i>cumulative</i> academic grade average of 75% 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.															
<b>Grading System</b>	<table border="1"> <thead> <tr> <th colspan="3">Grading Scale</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Excellent</td> <td>100% - 95%</td> </tr> <tr> <td>B</td> <td>Good</td> <td>94% -90%</td> </tr> <tr> <td>C</td> <td>Average</td> <td>89% - 75%</td> </tr> <tr> <td>F</td> <td>Failing/Unsatisfactory</td> <td>74% &amp; below</td> </tr> </tbody> </table>	Grading Scale			A	Excellent	100% - 95%	B	Good	94% -90%	C	Average	89% - 75%	F	Failing/Unsatisfactory	74% & below
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<b>Distance Education</b>	None															
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor															
<b>Textbooks</b>	<b>Textbooks:</b> Milady's Standard Cosmetology 14th Edition. ISBN-13: 978-0-357-37890-8 ISBN-10: 0-357-37890-3 <b>Workbook:</b> Milady Theory															
<b>Internship/Externship</b>	None															
<b>Faculty &amp; Qualifications</b>	Instructors must be currently licensed as a Cosmetologist in the state of Florida and have a minimum 2 years of experience, education and training.															
<b>Employment Assistance/Professional Development</b>	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.															
<b>State Requirements/Laws and Regulations</b>	Students will learn the laws and regulations pertaining to Cosmetology, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.															
<b>Skills and competencies to be acquired by the student</b>	Upon completion of the course requirements, the determined graduate will be able to: <ol style="list-style-type: none"> <li>1. Project a positive attitude and a sense of personal integrity and self-confidence.</li> <li>2. Practice proper grooming and effective communications skills and visual poise.</li> <li>3. Understand employer employee relationships and respect the need to deliver worthy service for value received.</li> <li>4. Perform the basic manipulative skills including hair styling, shaping, hair lightening, tinting, chemical reformation, scalp/ hair conditioning, facials, manicures, pedicures and nail extensions.</li> <li>5. Perform the BASIC analytical skills to determine proper makeup, hairstyle, and color application for the client's best overall look.</li> <li>6. Apply the theory, technical information and related matter to assure sound judgments, decisions, and procedures. To ensure continued career success, the graduate will continue to learn new and current information related to techniques, trends, fashions, and methods for</li> </ol>															

	career development in cosmetology and related fields by continuing education, attending hair shows, and affiliation with a beautician's association.
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation
<b>Units of Instruction</b>	
<b>COS 101</b>	<b>COS 101 - FLORIDA LAWS &amp; RULES   9 Clock Hours</b> Students will learn the laws and regulations pertaining to Cosmetology, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.
<b>COS 102</b>	<b>COS 102 - HAIR CUTTING/SHAPING   75 Clock Hours  </b> Students will learn hair cutting for women, men and children, and the various hair cutting methods used in the industry. Principles and techniques of hair cutting are covered.
<b>COS 103</b>	<b>COS 103 - CHEMICAL WAVING, RELAXING, AND STRAIGHTENING   105 Clock Hours</b> <i>(includes Basics of Electricity (8 hours))</i> The course instructs students on the effects of cosmetics and skin care products on the skin. Students will learn the composition of cosmetics and effects of product chemistry on the hair. Cosmetic chemistry will also be covered. In this unit, the student will also learn about human cells, anatomy and physiology. This course will provide information on materials used in the straightening/ relaxing process and its purpose. Safety of product use will be taught as well.
<b>COS 104</b>	<b>COS 104 - SCALP TREATMENT AND HAIR CARE RINSES   45 Clock Hours</b> Students are introduced to all basic aspects of the hair and scalp: principles, techniques, properties, growth, analysis, treatments, hair loss, etc. Hair and scalp disorders will also be examined. The students will be given the knowledge of different products and manipulations involved.
<b>COS 105</b>	<b>COS 105 - SHAMPOOING AND RINSES   50 Clock Hours</b> The students will learn proper hair maintenance and the objective of the wash, the frequency, the products designed for each type of condition or alteration. Students will learn the structure of the face and neck: bones, muscles, and nerves. Students will also learn effective means of manipulating the scalp to maintain muscle tone and increase blood circulation.
<b>COS 106</b>	<b>COS 106 - HAIR STYLING / ARRANGING   300 Clock Hours</b> Principles and techniques of hair styling are covered. Styling methods will be taught; differences in blow-drying and roller styling; types of roller sets. This unit will also cover principles and techniques of hair extensions. Students will learn the differences in roller styling; blow-drying; types of roller sets; styling methods and designs.
<b>COS 107</b>	<b>COS 107 – MANICURING, PEDICURING, AND NAIL EXTENSIONS   62 Clock Hours</b> This unit will introduce the student to the nail care industry, including:

	principles, techniques, implements and tools, manicure table preparation, various styles of manicure, pedicure. The unit will also cover nail disorders and diseases, along with basic instruction on nail extensions (i.e., acrylics, gel, etc.).
<b>COS 108</b>	<b>COS 108 – FACIALS, SKINCARE, AND HAIR REMOVAL   101 Clock Hours</b> The student will be introduced to the principles and techniques of skin care, including: facial treatments, facial manipulations; the skin and its disorders; make-up. Students will learn three methods of hair removal: Tweezing, Waxing, and Chemical depilatories. The student will also be introduced to the safety guidelines of waxing, chemical depilatories, and the proper method to shape brows.
<b>COS 109</b>	<b>COS 109 - HAIR COLORING &amp; LIGHTENING   105 Clock Hours</b> Principles and techniques of hair coloring are introduced. Principles of color theory; Hair color preparations, including client consultation; safety precautions for coloring; hydrogen peroxide; special coloring; correction of coloring problems.
<b>COS 110</b>	<b>COS 110 – SALON MANAGEMENT AND BUSINESS METHODS   70 Clock Hours</b> Students will learn the business aspects of cosmetology and how to maintain accurate records, managing personnel, and selling products.
<b>COS 111</b>	<b>COS 111 - ANATOMY   71 Clock Hours</b> Students will learn the various parts of the body as relates to the Cosmetology Industry. Students will learn the functions of the various systems of the body, including muscles and the nervous system, and how these systems are relevant and impacted through cosmetology services.
<b>COS 112</b>	<b>COS 112 - SAFETY, SANITATION AND STERILIZATION   40 Clock Hours</b> This unit will introduce the student to the various classifications of bacteria and how bacteria grow in the salon. Further, methods of health, sterilization, sanitation, and infection control, as well as sterilization rules, regulations, and procedures will be covered.
<b>COS 113</b>	<b>COS 113 - HIV/AIDS AWARENESS   2 Clock Hours</b> Students will learn the origin, transmission and prevention of HIV/AIDS required by Florida Statute. Students will also learn the guidelines and principles of cleanliness, safety, and the protection against the spread of disease.
<b>COS 114</b>	<b>COS 114 - ETHICS   2 Clock Hours</b> Students will learn the moral principles and ethical standards essential for developing professional conduct in the workplace while providing services to clients and interacting with fellow coworkers. Students will learn key principles regarding integrity, discretion, emotional stability, effective communication, values and goal setting.
<b>COS 115</b>	<b>COS 115 – BASICS OF ELECTRICITY   8 Clock Hours</b> Students will have an understanding of electricity and the proper use of electrical appliances, as it will ensure safety, and impact the services offered to clients.
<b>COS 116</b>	<b>COS 116 – FACIAL TECHNIQUES AND CONTRAINDICATIONS   66 Clock Hours</b>

	Student will learn to perform skin analysis and client consultations. Students will also understand contraindications and the use of health-screening forms to safely perform facial treatments. Students will be able to describe various skin types and conditions, as well as different types of products used in facial treatments.
<b>COS 117</b>	<b>COS 117 – MAKE UP   4 Clock Hours</b> Students learn how to choose makeup colors to complement each client's skin tones, facial features and more. Through hands-on training, the students will gain the techniques and confidence to apply colors, tones and shades that enhances the beauty and facial features of each client perfectly.
<b>COS 118</b>	<b>COS 118 - SKIN THEORY, DISEASE AND DISORDERS OF THE SKIN   85 Clock Hours</b> Students will be instructed in the knowledge of skin disorders and diseases and the analysis and treatment of these disorders. Before performing services or selecting products, the client's skin type and conditions must be analyzed and appropriate treatment determined. This course includes the study of the structure and composition of the tissue as well as the study of function of the skin. Students will be instructed in the effects that each service performed will have on the client's skin

	<b>Barbering</b>
<b>Program Description</b>	This course is designed to introduce the student to the science of Barbering through theoretical training and practical application designed to instil good work habits, ethics, good grooming, and professionalism. Skills related to the field of Barbering are introduced, fine-tuned and polished so that upon graduation the student is at an entry level of acceptable performance in the business world of Barbering. The curriculum for this course is developed to prepare students for the Florida State Written and Practical Barbering Examination for Licensure.
<b>Program Mission &amp; Objectives</b>	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.
<b>Graduation Requirements</b>	In order to graduate from Charr-Nix's New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75% or higher and have made full payment of financial obligations payable to the school. Both Cosmetology and Barbering students may elect to take the exam after completing 1,000 clocked hours (challenge the exam) according to Florida state law, if their financial obligations are paid to the school, in full and both their attendance and grade point average are at 85%. In the event they then pass both the written and practical exam, they will be licensed under Florida law and do not have to complete the remaining hours in their program. There will be no discount in contract pricing for student who pass the exam at 1,000 hours.

<b>Total Clock Hours</b>	1202 Clock Hours															
<b>Exams</b>	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 <i>cumulative</i> academic grade average of 75% 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 examinations. Individual student academic records are kept by the school.															
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<b>Textbooks</b>	Textbook: Milady's Standard Barbering Hardcover 6th Edition ISBN:9781305100558															
<b>Internship/Externship</b>	None															
<b>Faculty &amp; Qualifications</b>	Instructors must be currently licensed as a Barber the state of Florida and have a minimum 2 years of experience, education and training.															
<b>Employment Assistance/Professional Development</b>	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.															
<b>State Requirements/Laws and Regulations</b>	Students will learn the business aspects of barbering and how to maintain accurate records, managing personnel, and selling products.															
<b>Skills and competencies to be acquired by the student</b>	Students will learn the laws and regulations pertaining to barbering, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.															
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation															
<b>Units of Instruction</b>																
<b>BBR 001</b>	<b>BBR 001 - FLORIDA LAW &amp; RULES   150 Hours</b> To present an overview of Barbering law and rules and regulations in relation to consumer protection for both health and economic matters.															
<b>BBR 002</b>	<b>BBR 002 –SAFETY, SANITATION AND STERILIZATION   325 Hours</b> To use chemical agents and ultraviolet rays to sanitize implements and equipment in the shop and promote and protect good health in the community.															

<b>BBR 003</b>	<b>BBR 003 - HIV/AIDS AWARENESS   2 Hours</b> Students will learn the origin, transmission and prevention of HIV/AIDS required by Florida Statute. Students will also learn the guidelines and principles of cleanliness, safety, and the protection against the spread of disease. This segment may be completed with an online course (CBT) computer-based-training.
<b>BBR 004</b>	<b>BBR 004 - HAIR STRUCTURE AND CHEMISTRY   50 Hours</b> To have a basic understanding of the structure of hair and chemistry and how it relates to the various processes involved in Barbering.
<b>BBR 005</b>	<b>BBR 005 - HAIR CUTTING, INCLUDES TAPER CUTS (FREEHAND SHEAR OVER COMB, AND CLIPPER OVER COMB) AND STYLE CUTTING   200 Hours</b> Overview of various techniques and methods for shaping, blending, cutting, and tapering hair.
<b>BBR 006</b>	<b>BBR 006 - SHAMPOOING AND RINSES   75 Hours</b> To use shampoo supplies and chemicals in cleansing the scalp and hair in preparation for additional salon services.
<b>BBR 007</b>	<b>BBR 007 - CHEMICAL SERVICES, INCLUDES PERMANENT WAVING, COLORING AND BLEACHING, HAIR RELAXING AND CURLING   350 Hours</b> To use professional chemicals and implements in waving and relaxing the hair to make it more manageable and durable. Learning how to change client's hair color through the use of semi-permanent, permanent, and lightning products following proper steps to safeguard the client in giving the desired service.
<b>BBR 008</b>	<b>BBR 008 - SHAVING, BEARD AND MUSTACHE TRIMMING   50 Hours</b> Learn how to use implements and supplies in shaving, trimming and shaping the client's moustache and beard.

	<b>Nail Specialty</b>
<b>Program Description</b>	The <b>Nail Specialty</b> course is designed to introduce the student to the science and art of nails through theoretical and practical application designed to model good work habits, ethics, grooming, and professionalism. The curriculum for this course is developed to prepare students for the Florida State Written and Practical Cosmetology Examination for Licensure.
<b>Program Mission &amp; Objectives</b>	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.
<b>Graduation Requirements</b>	In order to graduate from Charr-Nix's New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75% or higher and have made full payment of financial obligations payable to the school.
<b>Total Clock Hours</b>	180 Clock Hours

<b>Exams</b>	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 <i>cumulative</i> academic grade average of 75% 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.															
<b>Grading System</b>	<table border="1"> <thead> <tr> <th colspan="3">Grading Scale</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>Excellent</td> <td>100% - 95%</td> </tr> <tr> <td>B</td> <td>Good</td> <td>94% -90%</td> </tr> <tr> <td>C</td> <td>Average</td> <td>89% - 75%</td> </tr> <tr> <td>F</td> <td>Failing/Unsatisfactory</td> <td>74% &amp; below</td> </tr> </tbody> </table>	Grading Scale			A	Excellent	100% - 95%	B	Good	94% -90%	C	Average	89% - 75%	F	Failing/Unsatisfactory	74% & below
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F	Failing/Unsatisfactory	74% & below														
<b>Distance Education</b>	None															
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor															
<b>Textbooks</b>	<b>Textbooks:</b> Milady's Standard Nail Technology – 8th Edition. ISBN-13: 978-1-337-78655-3 ISBN-10: 1-337-78655-1 <b>Workbook:</b> Milady Theory															
<b>Internship/Externship</b>	None															
<b>Faculty &amp; Qualifications</b>	Instructors must be currently licensed as a Cosmetologist or Nail Specialist in the state of Florida and have a minimum 2 years of experience, education and training.															
<b>Employment Assistance/Professional Development</b>	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.															
<b>State Requirements/Laws and Regulations</b>	Students will learn the laws and regulations pertaining to Nail Specialty, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.															
<b>Skills and competencies to be acquired by the student</b>	Upon completion of the course requirements, the determined graduate will be able to: <ol style="list-style-type: none"> <li>1. Project a positive attitude and a sense of personal integrity and self-confidence.</li> <li>2. Practice proper grooming and effective communications skills and visual poise.</li> <li>3. Understand employer employee relationships and respect the need to deliver worthy service for value received.</li> <li>4. Perform the basic manipulative skills including manicures, pedicures and nail extensions.</li> </ol>															
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation															
<b>Units of Instruction</b>																
<b>NAIL 101</b>	<b>NAIL 101 - HIV/AIDS AWARENESS   2 Clock Hours</b>															



	Students learn the origin, transmission and prevention of HIV/AIDS required by Florida Statute. Students will also learn the guidelines and principles of cleanliness, safety, and the protection against the spread of disease.
<b>NAIL 102</b>	<b>NAIL 102 - FLORIDA LAWS &amp; RULES   4 Clock Hours</b> Students learn the laws and regulations pertaining to Cosmetology, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.
<b>NAIL 103</b>	<b>NAIL 103 – SAFETY AND STERILIZATION   4 Clock Hours</b> This unit will introduce the student to the various classifications of bacteria and how bacteria grow in the salon. Further, methods of health, sterilization, sanitation, and infection control, as well as sterilization rules, regulations, and procedures will be covered.
<b>NAIL 104</b>	<b>NAIL 104 - ETHICS   4 Clock Hours</b> Students learn the moral principles and ethical standards essential for developing professional conduct in the workplace while providing services to clients and interacting with fellow coworkers. Students will learn key principles regarding integrity, discretion, emotional stability, effective communication, values and goal setting.
<b>NAIL 105</b>	<b>NAIL 105 – NAIL THEORY, DISORDERS &amp; DISEASES OF THE NAIL   76 Clock Hours</b> Students learn about nails in subjects of nail structure, disorders, diseases, manicuring, pedicuring, nail product chemistry, chemistry and chemical safety, gel nail enhancements, nail art, electric filling, nail tips and forms, nail resin, systems, history, monomer liquid, and polymer powder nail enhancements. Students will learn how to perform client services such as nail fill-in, gel, manicures, pedicures, nail wraps and/or mending, artificial nail removal, polishing and nail art, sculpting using A Form, and tips with overlay.
<b>NAIL 106</b>	<b>NAIL 106 – MANICURE   15 Clock Hours</b> Students learn to perform proper techniques for smoothing and buffing the nails, while understanding the anatomy of nails, chemistry of products and safety precautions. Students are introduced to the overall nail care, including: principles, techniques, tools, manicure table preparation, and various styles of manicure. The course also covers instruction on nail extensions. (i.e., acrylics, gel, etc.).
<b>NAIL 107</b>	<b>NAIL 107 – PEDICURE   10 Clock Hours</b> Students learn to properly perform techniques for foot care, including sanitizing and soaking, by demonstrating knowledge of the chemistry of products on the skin and implementation. Students will be able to perform procedures for disinfecting and proper maintenance of pedicure equipment.
<b>NAIL 108</b>	<b>NAIL 108 – TIPS WITH OVERLAY   15 Clock Hours</b> Students learn how to apply the acrylic system (liquid and powder) in conjunction with nail tips. During the course students will also learn to apply tips, mix and apply acrylic, shape the nail, apply color, and corrective methods. Students will also learn to adapt treatment to suit the individual needs of clients.

<b>NAIL 109</b>	<b>NAIL 109 – SCULPTING   10 Clock Hours</b> Students will learn the benefits of nail sculpting with acrylic, understand the anatomy & physiology, and will be able to demonstrate health & safety practices while performing techniques (incl. forms and acrylic).
<b>NAIL 110</b>	<b>NAIL 110 – NAIL WRAPPING &amp; MENDING   10 Clock Hours</b> During this course students are introduced to the art of nail wrapping and will learn the safety and sanitation precautions required in performing nail wraps.
<b>NAIL 111</b>	<b>NAIL 111 – NAIL CLIPPING &amp; FILL INS   10 Clock Hours</b> Students learn how to achieve different shapes and lengths; square and oval shape; straight across tip with rounded ends; square or rectangular: straight across with no rounding at the edges, round: slightly tapered; extends just past fingertip.
<b>NAIL 112</b>	<b>NAIL 112 – ARTIFICIAL NAIL REMOVAL   5 Clock Hours</b> Students will demonstrate the proper techniques for removing artificial nail tips, proper procedure and precautions for fabric wrap removal, French nail tip removal, and the removal of liquid and powder nail enhancements.
<b>NAIL 113</b>	<b>NAIL 113 – POLISH &amp; NAIL ART   10 Clock Hours</b> Students will be introduced to nail art, color theory in nail art, the basic techniques used in hand-painted nail art, 3-D nail art, and use of stencils and stamping.
<b>NAIL 114</b>	<b>NAIL 114 – GEL NAILS   5 Clock Hours</b> Students will learn the different types of gels and identify the supplies needed for gel application. Students will gain knowledge of light-cured gels, the chemistry of gels, and discover the difference between LED and UV lights used to cure gels. Students will also learn how to store, use, and remove gels in the salon.

### Course Descriptions

	<b>Facial Specialty</b>
<b>Program Description</b>	The <b>Facial Specialty program</b> is designed to introduce the student to the science of facials through theoretical and practical application designed to model good work habits, ethics, grooming, and professionalism. The curriculum for this course is developed to prepare students for the Florida State Written and Practical Cosmetology Examination for Licensure.
<b>Program Mission &amp; Objectives</b>	The mission of Charr-Nix’s New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.
<b>Graduation Requirements</b>	In order to graduate from Charr-Nix’s New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75%

	or higher and have made full payment of financial obligations payable to the school.															
<b>Total Clock Hours</b>	260 clocked hours															
<b>Exams</b>	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 <i>cumulative</i> academic grade average of 75% 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.															
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<b>Distance Education</b>	None															
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor															
<b>Textbooks</b>	<b>Textbooks:</b> Milady's Standard Cosmetology 13th Edition. ISBN-13: 978-1-111-30689-2 ISBN-10: 1-111-30689-3															
<b>Internship/Externship</b>	None															
<b>Faculty &amp; Qualifications</b>	Instructors must be currently licensed as a Cosmetologist in the state of Florida and have a minimum 2 years of experience, education and training.															
<b>Employment Assistance/Professional Development</b>	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.															
<b>State Requirements/Laws and Regulations</b>	Students will learn the laws and regulations pertaining to aesthetics and facials, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.															
<b>Skills and competencies to be acquired by the student</b>	Upon completion of the course requirements, the determined graduate will be able to: 1. Project a positive attitude and a sense of personal integrity and self-confidence. 2. Practice proper grooming and effective communications skills and visual poise. 3. Understand employer employee relationships and respect the need to deliver worthy service for value received.															
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation															
<b>Units of Instruction</b>																
<b>FAC 101</b>	<b>FAC 101 - HIV/AIDS AWARENESS   4 Clock Hours</b>															

	Students will learn the origin, transmission and prevention of HIV/AIDS required by Florida Statute. Students will also learn the guidelines and principles of cleanliness, safety, and the protection against the spread of disease.
<b>FAC 102</b>	<b>FAC 102 - FLORIDA LAWS &amp; RULES   5 Clock Hours</b> Students will learn the laws and regulations pertaining to Cosmetology, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.
<b>FAC 103</b>	<b>FAC 103 – ETHICS   72 Clock Hours</b> Students will learn the business aspects of cosmetology and how to maintain accurate records, managing personnel, and selling products.
<b>FAC 104</b>	<b>FAC 104 - BACTERIOLOGY, STERILIZATION, HYGIENE AND SANITATION   10 Clock Hours</b> This unit will introduce the student to the various classifications of bacteria and how bacteria grow in the salon. Further, methods of health, sterilization, sanitation, and infection control, as well as sterilization rules, regulations, and procedures will be covered.
<b>FAC 105</b>	<b>FAC 105 – CHEMISTRY, PRODUCT AND PRODUCT SAFETY   8 Clock Hours</b> This course equips students to define chemistry and its branches: organic and inorganic chemistry. Topics include: Explain matter and its structure. –Discuss the properties of matter and how matter changes. –Understand how acid, alkaline and pH affects the skin. –Explain pH and the pH scale. –Explain the differences among solutions, suspensions, and emulsions.
<b>FAC 106</b>	<b>FAC 106 – BASIC OF ELECTRICITY, LIGHTING AND MAGNIFICATION   9 Clock Hours</b> The course is designed to teach students how to define the nature of electricity and the two types of electric current. –Define electrical measurements. –Understand the principles of electrical equipment safety. –Describe the types of electrotherapy and their uses. –Explain electromagnetic radiation and the visible spectrum of light. –Describe what the acronym laser stands for. –Describe the colors of light in the LED therapy and their benefits for the skin.
<b>FAC 107</b>	<b>FAC 107 - SKIN THEORY, BASIC DERMATOLOGY, SKIN DISORDERS, AND SKIN DISEASE   5 Clock Hours</b> Students will be instructed in the knowledge of skin disorders and diseases and the analysis and treatment of these disorders. Before performing services or selecting products, the client's skin type and conditions must be analyzed and appropriate treatment determined. This course includes the study of the structure and composition of the tissue as well as the study of function of the skin. Students will be instructed in the effects that each service performed will have on the client's skin.
<b>FAC 108</b>	<b>FAC 108 – BASIC FACIALS AND TREATMENTS, CONSULTATIONS, CONTRAINDICATIONS   66 Clock Hours</b> Students learn the benefits and key elements of the basic facial treatments; understand the treatment needs for dry, dehydrated, mature, sensitive, and oily skin. –Describe acne facials and home care. –Discuss men's skin care and treatments. Students will be able to perform step-by-step facial treatments and decontamination procedures, while providing a safe environment for clients.

<p><b>FAC 109</b></p>	<p><b>FAC 109 – HAIR GROWTH REMOVAL, WAXING AND MANUAL EXTRACTATIONS   8 Clock Hours</b>  Students will understand the morphology of hair and be able to explain the cycle of hair growth. This course teaches the methods of permanent and temporary hair removal, helping the student to identify different hair removal equipment, tools, and accessories. Student learns how to provide a thorough consultation with clients before hair removal and will also learn how to perform basic face and body waxing techniques.</p>
<p><b>FAC 110</b></p>	<p><b>FAC 110 – MAKE-UP APPLICATION &amp; COSMETIC TREATMENTS   13 Clock Hours</b>  Students will be able to demonstrate an understanding of cosmetic color theory; identifying the different types of cosmetics and their uses. – how to prepare the makeup station and supplies for clients. – how to perform makeup consultations, determine a client’s needs, and how to fill out client charts. –Demonstrate how to choose products and colors and then apply them using the appropriate techniques. Students will learn procedures for basic corrective makeup.</p>
<p><b>FAC 111</b></p>	<p><b>FAC 111 – FACIALS, MANUAL AND MECHANICAL   40 Clock Hours</b>  Students –Identify the basic concepts of electrotherapy. –Describe the contraindications for machines. –Understand how to maintain a hot-towel cabinet. –Use and maintain the magnifying lamp. –Describe the purpose of the Wood’s Lamp. –Be familiar with the brush machine. – Safely use and maintain the steamer. –Explain how the vacuum machine is used. –Understand how galvanic machines are used. –Be familiar with the high-frequency machine. –Explain how the spray machine is used. And learn how to make informed decisions when purchasing equipment</p>
<p><b>FAC 112</b></p>	<p><b>FAC 112 – HAIR REMOVAL, TWEEZING, WAXING, THREADING, AND SUGARING   5 Clock Hours</b>  Students learn the morphology of hair and will be able to identify the hair growth cycle. The course highlights lessons that will describe the methods of permanent and temporary hair removal. –Identify different hair removal equipment, tools, and accessories. –Name the contraindications for hair removal. –Provide a thorough client consultation before hair removal. –Safely perform basic face and body waxing techniques.</p>
<p><b>FAC 113</b></p>	<p><b>FAC 113 – EYELASH APPLICATION, INDIVIDUAL AND SEMI-PERMANENT LASHES ( LASH AND BROW TINTING)   15 Clock Hours</b>  Students learn the History and Career opportunities and other exciting lessons; Eye and Eyelash Anatomy and Physiology, Disorders, Diseases, and Allergies of the Eye Area, Client Safety and Infection Control Tools, Products, and Ingredients, Eyelash Extension Application Eyelash and Eyebrow Chemical Services, and Building an Eyelash Business.</p>

<b>Restricted Barbering</b>																
<b>Program Description</b>	This course is designed to introduce the student to the science of Barbering through theoretical training and practical application designed to instill good work habits, ethics, good grooming, and professionalism. Skills related to the field of Barbering are introduced, fine-tuned and polished so that upon graduation the student is at an entry level of acceptable performance in the business world of Barbering. The curriculum for this course is developed to prepare students for the Florida State Written and Practical Barbering Examination for Licensure.															
<b>Program Mission &amp; Objectives</b>	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering, Nail Specialty, and Facial Specialty, to a diverse population of students. We incorporate emphasis on personal development and a strong work ethic into our programs to ensure our students are adequately prepared and equipped for entry-level employment and passing the Florida state licensing exam(s) in Cosmetology and Barbering.															
<b>Graduation Requirements</b>	In order to graduate from Charr-Nix's New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75% or higher and have made full payment of financial obligations payable to the school.															
<b>Total Clock Hours</b>	600 Clock Hours															
<b>Exams</b>	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 <i>cumulative</i> academic grade average of 75% 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 examinations. Individual student academic records are kept by the school.															
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<b>Distance Education</b>	None															
<b>Mode of Instruction</b>	Traditional Classroom and School Salon Floor															
<b>Textbooks</b>	Textbook: Milady's Standard Barbering Hardcover 6 <sup>th</sup> Edition ISBN:9781305100558															

<b>Internship/Externship</b>	None
<b>Faculty &amp; Qualifications</b>	Instructors must be currently licensed as a Barber the state of Florida and have a minimum 2 years of experience, education and training.
<b>Employment Assistance/Professional Development</b>	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.
<b>State Requirements/Laws and Regulations</b>	Students will learn the business aspects of barbering and how to maintain accurate records, managing personnel, and selling products.
<b>Skills and competencies to be acquired by the student</b>	Students will learn the laws and regulations pertaining to barbering, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.
<b>Instructional Methods</b>	Demonstration, lecture & classroom participation
<b>Units of Instruction</b>	
<b>R - BBR 001</b>	<b>R-BBR 001 - FLORIDA LAW &amp; RULES   75</b> To present an overview of Barbering law and rules and regulations in relation to consumer protection for both health and economic matters.
<b>R - BBR 002</b>	<b>R-BBR 002 - HIV/AIDS EDUCATION   2 Hours</b> Students will learn the origin, transmission and prevention of HIV/AIDS required by Florida Statute. Students will also learn the guidelines and principles of cleanliness, safety, and the protection against the spread of disease. This segment may be completed with an online course (CBT) computer-based-training.
<b>R - BBR 003</b>	<b>R-BBR 003 – SANITATION AND STERILIZATION   323 Hours</b> To use chemical agents and ultraviolet rays to sanitize implements and equipment in the shop and promote and protect good health in the community.
<b>R - BBR 004</b>	<b>R-BBR 004 - HAIR STRUCTURE, CUTTING AND CLEANSING INCLUDING TAPER CUTS (FREEHAND SHEAR OVER COMB, AND CLIPPER OVER COMB) AND STYLE CUTTING (INCLUDING BLOW DRYING AND SHAMPOOING)   150 Hours</b> To have a basic understanding of the structure of hair and chemistry and how it relates to the various processes involved in Barbering.
<b>R - BBR 005</b>	<b>R-BBR 008 - SHAVING, BEARD AND MOUSTACHE TRIMMING   50 Hours</b> Learn how to use implements and supplies in shaving, trimming and shaping the client's moustache and beard.

## Tuition and Fees

Tuition and Fees	Cosmetology (1200 Clock Hours)	Barbering (1202 Clock Hours)
Registration Fee*	\$150.00	\$150.00
Tuition	\$15,000.00	\$15,000.00
Books**	\$450.00	\$450.00
Kits, Supplies & Uniforms**	\$995.00	\$995.00
Graduation Fees	\$250.00	\$250.00
Lab Fee**	\$250.00	\$250.00
<b>Total Tuition &amp; Fees</b>	<b>\$17,095.00</b>	<b>\$17,095.00</b>

Tuition and Fees	Restricted Barbering (600 Clock Hours)	Nail Specialty (180 Clock Hours)	Facial Specialty (260 Clock Hours)
Registration Fee*	\$150.00	\$150.00	\$150.00
Tuition	\$8,000.00	\$5,700.00	\$6,300.00
Books**	\$450.00	\$225.00	\$225.00
Kits, Supplies & Uniforms**	\$995.00	\$250.00	\$250.00
Graduation Fees	\$250.00	\$0.00	\$0.00
Lab Fee**	\$250.00	\$0.00	\$0.00
<b>Total Tuition &amp; Fees</b>	<b>\$10,095.00</b>	<b>\$6,325.00</b>	<b>\$6,925.00</b>

\*Non-Refundable

\*\* Non-Refundable 7 days after signing enrollment agreement

- School fees are due on the 1<sup>st</sup> of each month, any payments received after the 5<sup>th</sup> will incur a \$50 late fee which must be included in the payment
- State board fees for application of examination for initial licensing are not listed above.

## Payment Methods

Other methods of payment of monies owed may be paid with cash, credit card, check or money order. A non-sufficient funds fee of \$25.00 will be added for returned checks.

## Financial Assistance

Charr-Nix's New Generation School of Beauty is not currently accepting Title IV funds, to learn about available payment plans, contact our Admission's Coordinator at (772) 925-1073.

## Extra Instructional (Overtime) Charges

Students are expected to complete their training within the time specified in the enrollment agreement. Holidays and an additional 10 days are included in all student's contract end date. If a student requires additional training beyond the scope of the course and or beyond the contract end date, Charr-Nix's New Generation School of Beauty will charge \$25.00 an hour as extra- instruction charge. **All monies received for extra-instruction prior to completion of the student contract are refunded if the student terminates prior to graduation.**

## Orientation Day

Student orientation occurs prior to the first day of class, **3 clock hours are earned**. At orientation, students will review the school catalog and policies, learn about the format and progression of the program, get clock in clock out instructions and meet school staff.



## **Dress Code**

All students at Charr- Nix's New Generation School of Beauty are required to wear school embroidered scrubs in blue for Cosmetology and black for Barbering. Scrub top and pants are MANDATORY on a daily basis. Shoes must be closed toed, no flip-flops, open toed shoes or any head coverings are allowed. Students have one week to comply with the uniform requirements from the first day of class. Students are asked to always practice good hygiene, as students work in close proximity to the clients. Failure to comply with the dress code may result in a student being subject to the school's conduct policy.

## **Tardy Policy**

Students arriving more than 15 minutes after their scheduled start time are considered tardy. Excessive tardy arrivals (more than 3 in a month) may subject a student to the school's conduct policy. Please remember that the school is based on clock hours and any time you are tardy you are not earning hours for the time you are not in attendance.

## **Excused and Unexcused Absences**

An absence is an absence at Charr-Nix's New Generation School of Beauty, there is no contract extension for an excused absence, but the school does appreciate your calling in if you know that you will be out for scheduling purposes. A total of 10 days, to assist with necessary absences, and all school holidays are used to compute a student's contract end date to be used during their enrollment period. In the event a student is absent 14 *consecutive calendar* days, for any reason, said student will be dropped and may re-enroll per the terms of the re-enrollment policy.

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

Occasionally students may experience extended personal, medical or other problems that make it difficult to attend class. Charr-Nix's New Generation School of Beauty 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 signed request for LOA can be submitted in-person to the school Admission's Office, via email at [newgensob@gmail.com](mailto:newgensob@gmail.com) or by mail at 6200 20<sup>th</sup> Street, Suite 694B, Vero Beach, Florida 32966. 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 Charr-Nix's New Generation School of Beauty's policy in requesting a LOA.**

The request for a leave of absence must be accompanied by a written signed statement as to the reason for the request.

All requests must be made in advance unless unforeseen circumstances prevent the student from doing so. Charr-Nix's New Generation School of Beauty will 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 later. 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 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.

**Satisfactory Academic Progress Policy (SAP)**

Charr-Nix’s New Generation School of Beauty’s Satisfactory Academic Progress Policy (SAP) is consistently applied to **all** students enrolled at the school, regardless of their class schedule. It is printed in the catalog to ensure that **all** students receive a copy prior to enrollment. 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. Charr-Nix’s New Generation School of Beauty’s Academic Progress Policy includes both quantitative (attendance) and qualitative (academic performance) elements that are evaluated on a cumulative basis, as explained in the policy. \*Please note that the school is not yet approved to offer Title IV Funds.

**Evaluation Periods**

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

<b>Program</b>	<b>Course Length</b>	<b>Evaluation Points Actual hours</b>
<b>Cosmetology</b>	1200 clock Hours	450 hours and 13 weeks & 900 hours and 26 weeks
<b>Barbering</b>	1202 clock Hours	450 hours and 13 weeks & 900 hours and 26 weeks
<b>Restricted Barbering</b>	600 Clock Hours	300 hours and 9 weeks
<b>Nail Specialty</b>	180 Clock Hours	90 Hours and 2.6 weeks
<b>Facial Specialty</b>	260 Clock Hours	130 hours and 3.75 weeks

**Academic Year**

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

**Attendance Progress**

For a student to be deemed making satisfactory attendance progress (quantitative), the student must maintain a minimum attendance average of 75% 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 75% cumulative attendance since the beginning of the course which indicates that, given the same attendance rate, the student will graduate within the maximum time frame allowed.

### Academic Progress

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic (qualitative) learning. Students are assigned both academic learning (written exams) and a number of practical evaluations. Academic learning is evaluated during each unit of study, using class quizzes, written exams and practical tests. Practical skills are evaluated according to course rubrics adopted by the school and provided to students. Students must maintain a *cumulative* academic grade average of 75% to maintain satisfactory academic 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 financial aid eligibility, *if applicable*. The grading scale is listed below.

### Grading Scale

A	Excellent	100% - 95%
B	Good	94% -90%
C	Average	89% - 75%
F	Failing/Unsatisfactory	74% & below

### Maximum Time Frame

Students are required to complete the program and/or course within 133% of the published program length. The maximum time frame permitted for transfer students who need less than the full course length will be determined based on the number of scheduled contracted hours. Any student who has exhausted the maximum time frame will be dropped from the program and may elect to re-enroll on a cash pay basis in a manner consistent with the school’s admissions policy.

Program	Maximum Weeks 133%	Maximum Scheduled Hours
<b>Cosmetology</b> 1200 hours 35 hours/week, 35 weeks	46.50 weeks	1,596 hours
<b>Cosmetology</b> 1200 hours 19 -hours/week, 63 weeks	84 Weeks	1,596 hours
<b>Barbering</b> 1202 hours 19-hours/week, 48 weeks	64.50 weeks	1,599 hours
<b>Barbering</b> 1202 hours 35-hours/week, 35 weeks	46.50 weeks	1,599 hours
<b>Restricted Barbering</b> 600 Hours	22.80	798 Hours

35 hours a week, 17 weeks		
<b>Restricted Barbering</b> 600 Hours 19 hours a week, 32 weeks	42.50	798 Hours
<b>Nail Specialty</b> 180 Hours 20 hours a week, 9 weeks	12	240 Hours
<b>Facial Specialty</b> 260 Hours 20 hours a week, 13 weeks	17.50 weeks	293 Hours

**Determination of Progress**

Students who meet the minimum requirements for attendance and academics shall be considered making Satisfactory Academic Progress until the next scheduled evaluation. Students deemed not maintaining Satisfactory Academic Progress may have their Title IV funding interrupted, if applicable, unless the student is on warning. All progress reports will be maintained in the student's records and are available for review upon student request.

**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.

**Progress Status**

Students who meet the minimum requirements of attendance and academic progress are considered to be making Satisfactory Academic Progress until the next scheduled evaluation.

**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.

**Interruptions, Leave of Absences, Course Incompletes & Withdraws**

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

**Program Incompletes, Repetitions, Non-credit and Remedial Courses**

Program incompleteness, repetitions and non-credit remedial programs are not offered at this institution.

**Evaluation Results (SAP Reports)**

All Satisfactory Academic Progress evaluations will be completed by the school at the end of each evaluation period and provided to students 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). **The institution shall notify the student of any evaluation in which the student is not meeting Satisfactory Academic Progress.**

### **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. Charr-Nix's New Generation School of Beauty does not allow for the status of probation. Students receiving Title IV Aid or VA educational benefits will have their benefits discontinued if the student fails to meet Satisfactory Academic Progress minimum requirements, *if applicable*.

### **Transfer Students and 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.

### **Financial Aid**

Charr-Nix's New Generation School of Beauty does not currently participate in Title IV funding.

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

Charr-Nix's New Generation School of Beauty does not currently offer Veteran's Educational benefits.

### **Policy for Scheduling and Grading Make-Up Work**

Students who fail or miss an exam or would like to increase their scores may retake the exam once, the higher of the two scores (0 for missed exam(s)) will be used.

### **Make up Hours**

As Charr-Nix's New Generation School of Beauty offers both evening and daytime classes students are able to make up hours by attending evening classes if they are a day student and vice versa. Advance permission from an instructor is required.

### **School Library**

Charr-Nix's New Generation School of Beauty have available to them on site a comprehensive library of references, periodicals, books, texts, standard dictionary, and dictionary of medical terms, standard textbooks, anatomy charts and audio/video tapes are available to support the course of study and supplement the students' training. Students should avail themselves of the opportunity to use these extensive materials.

### **Institutional Refund Policy**

Charr-Nix's New Generation School of Beauty's Institutional Refund Policy applies to all students who voluntarily withdraw or cancel the signed enrollment agreement in writing within three (3) working days, including those students who are terminated for any reason, regardless of whether the student has actually started training or not. The official date of termination is the last day in attendance.

- A. All monies will be fully refunded if the application is not accepted.
- B. All refunds will be made within 30 days of cancellation or withdrawal.
- C. Refunds will not be granted for books, materials, or supplies/kits 7 days after signing enrollment.

### **Cancellation and Refund Policy**

1. Cancellation must be made in person or by Certified Mail, for official withdrawals, the cancellation date will be either the postmark on written notification, or the date said information is delivered to the school in person.
2. All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) Business days after signing the enrollment agreement and making initial payment, less \$150 registration fee.
3. Cancellation after the third (3rd) business day, but before the first class, will result in a refund of all monies paid, with the exception of the \$150 registration fee.
4. Cancellation after attendance has begun, but prior to 50% completion of the program, will result in a Pro Rata refund computed on the number of scheduled hours the student is enrolled to the total program hours.
5. Cancellation after completing 50% of the program will result in no refund.
6. Termination Date: The termination date for refund computation purposes is the last date of actual attendance by the student unless written notice is received.
7. Refunds will be made within 30 days of the date of determination or receipt of Cancellation Notice. Date of determination will be within 14 days from last date of attendance.
8. The students' rights under this agreement may not be assigned to any other person.
9. If the school is permanently closed, and no longer offers instruction after a student has enrolled, the student shall be entitled to a 100% refund.

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

Charr-Nix's New Generation School of Beauty 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 [newgensob@gmail.com](mailto:newgensob@gmail.com) and allow up to 10 days for processing. Record request forms can be obtained at school, or by requesting via email at the same email address. Written consent is required before education records may be disclosed to the third party. Students are not entitled to inspect the financial records of their parents. A college official must be in the office at all times during the examination of the student's files.

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

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

### **Records Retention and Transcripts and Access to Student Files**

Records remain onsite for 6 years and transcripts are kept permanently in compliance with National Accrediting Commission of Career Arts and Sciences (NACCAS). Students who need a proof of training, a transcript or other record from their student file shall submit a written request (signed by student or legal guardian) or request a school form to make such request. Students should allow up to

10 calendars days for processing. The first transcript will be free. Subsequent transcripts are provided at a fee of \$10.00. No transcript will be issued until all tuition and other fees due the institution is paid current.

### **Physical, Regulatory and Industry Demands & Prerequisites of the Industry**

Potential students should take note that the Cosmetology and Barbering professions have a unique set of demands including, but not limited to physically demanding postures, requiring a positive professional public demeanor, the ability to work around chemicals manufacturer's direction for use of chemicals and discarding of products and meeting the state's requirements for continuing education after licensure, along with other requirements set for by employers.

### **Student Services**

Student services available to our students. Our goal is to provide you with a clear picture about:

- Program requirements
- Student performance expectations
- Successful enrollment and financial planning

### **In addition, we may assist you in preparing for school by offering information about:**

- Local housing and/or roommates
- Vero Beach Free Public Transportation Schedules
- Childcare options, if necessary
- Career options and placement information
- Other counseling services such as drug counseling referrals, domestic violence services and women's health information will be posted on the bulletin board on site.

### **Conduct Policy**

Charr-Nix's New Generation School of Beauty requires that all students conduct themselves in a courteous & professional manner at all times to other students, staff and clients on the school salon floor. Students are expected to conduct themselves in a manner compatible with the functions of the school as an educational institution. Charr-Nix's New Generation School of Beauty strives to have a progressive conduct policy, beginning with a verbal warning, followed by a written warning, then suspension after which a student may be terminated for not correcting violations. **The following may be deemed violations of the conduct policy:**

- Failure to have books and equipment ready for class and/or clinic
- Failure to maintain infection control and clean his/her own station
- Using cell phone during services
- Failure to follow school dress code
- Violating smoking policy
- Eating on School Salon Floor
- Theft or non-accidental damage to college property
- Forgery, alteration or misuse of records or documents
- Cheating, plagiarism or any other academic dishonesty
- Physical or verbal abuse of others or any threat of force
- The use, possession, distribution, or being under the influence of alcohol, narcotics, or any other controlled substance on campus, or any off-campus college sponsored event
- Unauthorized entry into, unauthorized use of, and misuse of college property
- Possession or use of explosives or weapons
- Failure to comply with directions of school staff 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
- Excessive tardiness
- Refusal to accept clients on school salon floor

### **Termination Conduct Dismissal Policies**

The following acts *may* result in **immediate termination** from Charr-Nix's New Generation School of Beauty.

- Missing school for **14 sequential calendar days**
- **Attending school under the influence of drugs, intoxicants or alcohol**
- 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.

### **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 [newgensob@gmail.com](mailto:newgensob@gmail.com) and staff will respond within 10 school days to aggrieved student, in writing. Grievance forms are available in the file box in the breakroom. All written complaints from students are saved for 6 years for review. It is strongly recommended that all such occurrences be resolved by discussion and mutual cooperation. However, if after following the school's Complaint and Appeal procedure a student is still unhappy or dissatisfied with the outcome, the student may refer their grievance to the Commission for Independent Education (325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400). The toll-free telephone number for the commission is 800-224-6684. This process should be completed within 30 days.

### **Transferability of Credits to Another Institution**

The transferability of credits you earn at Charr-Nix's New Generation School of Beauty is at the complete discretion of an institution to which you may seek to transfer. It is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice. Acceptance of the diploma you earn in Charr-Nix's New Generation School of Beauty 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 Charr-Nix's New Generation School of Beauty to determine if your credits or diploma will transfer.

### **Student Tips**

Students are required to provide client services under the supervision of an instructor on the school salon floor. This is for credit hours and is not paid employment or commission. Students may accept cash tips.



## **Graduation Requirements**

In order to graduate from Charr-Nix's New Generation School of Beauty and receive a diploma, students must complete all requisite hours, obtain a passing grade of 75% or above on the final written theory exam, the successful demonstration of an on-hands evaluation with a score of 75% or higher and have made full payment of financial obligations payable to the school. Both Cosmetology and Barbering students may elect to take the exam after completing 1,000 clocked hours (challenge the exam) according to Florida state law, if their financial obligations are paid to the school, in full and both their attendance and grade point average are at 85%. In the event they then pass both the written and practical exam, they will be licensed under Florida law and do not have to complete the remaining hours in their program. There will be no discount in contract pricing for student who pass the exam at 1,000 hours.

## **Career Opportunities**

There is a future waiting for you if you are dedicated! Upon graduation from Charr-Nix's New Generation School of Cosmetology there are several options waiting for you in this vast profession. U.S. Department of Labor's Standard Occupational Classification Codes (CIP Codes) for Barbering is 12.0402, Cosmetology 12.0401, Restricted Barbering 12.0402, Facial Specialist 12.0408, and Nail Specialist 12.0410.

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

Charr-Nix's New Generation School of Beauty strives to assist every graduate in obtaining a career-related position. The school offers job placement and career development services for graduates. This includes bulletin postings of job openings, announcements of local job fairs, and arrangements for Professional Recruiters of local agencies to visit the facility to give presentations regarding career opportunities. The school cannot promise or guarantee students employment after graduation.

## **Requirements for State Licensing**

The institution compiles with all necessary applications and paperwork to register graduates for the State Board Examination. All students are advised that the registration process with the Department of Professional Business Regulation, Cosmetology Board will include a criminal background clearance. Criminal records are reviewed on an individual basis and may require additional stipulations set forth by the Department of Professional Business Regulation, Cosmetology Board.

Charr-Nix's New Generation School of Beauty does not conduct criminal background checks as a basis of admission. However, please note that a student's prior record of criminal offenses may be verified by State of Florida Licensing agencies. If an applicant with a criminal record is admitted, Charr-Nix's New Generation School of Beauty makes no guarantee regarding the impact that the criminal record may have on the applicant's ability to obtain licensure and/or employment following the successful completion of graduation.

## **Prior Criminal Offenses and Licensure**

HB 7125 required the Department of Business and Professional Regulation to post lists of crimes that do not relate to the practice of cosmetology or the ability to practice cosmetology, and criminal offenses that were used as basis for denial of licensure to practice cosmetology. The bill prohibits the consideration of certain convictions for licensure purposes if the convictions occurred over five years before the date of the application but allows the consideration of convictions for crimes listed in s.775.21(4)(a)1 and s.776.08, Florida Statutes.

## **School State Licensure**

Charr-Nix's New Generation School of Beauty is licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding this institution may be

obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888) 224-6684 or (850)245-3200.

If further information is required, students and members of the public may contact the Commission for Independent Education at the address or phone numbers shown above. Copies of documents describing the school's licensing may be reviewed by current or prospective students by contacting the school's director.

### **Ownership**

Charr-Nix's New Generation School of Beauty is owned by Charr-Nix's Beauty Salon and Supplies, LLC, which is 100% owned by Dr. Gwendolyn M. Rolle.

### **Bankruptcy History**

Charr-Nix's New Generation School of Beauty 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.).

### **School Administrators**

**Dr. Gwendolyn M. Rolle** is the school's Director of Education, as well as a Cosmetology instructor. Dr. Rolle is a licensed Cosmetologist in the state of Florida who has decades of notable cosmetology experience and expertise. She graduated with a Cosmetology certificate from Miami Academy of Beauty Culture in Coral Gables and then received her instructor certification from Your School of Beauty in Chicago and her Associate Doctor of Cosmetology degree from National Institute of Cosmetology, a division of the National Beauty Cultures League (NBCL). Dr. Rolle has worked as a cosmetology teacher at Bahamas Technical and Vocational Institute (BTVI) and The Ministry of Education for over 25 years. She is President of the National Beauty Cultures League, Treasure Coast Chapter, whose mission is to assist students, who are interested in furthering their education, to receive bachelors, masters or associate doctorates in cosmetology.

**Betty Rawls-Jacobs** is the School's Administrator. She oversees admissions, student records, staff development, operational procedures, state and federal compliances, and licensing. Betty has over 30 years of experience in overseeing the organization, efficiency, and optimal productivity of both large and start up organizations and institutions. Her experience involves health care administration; JCAHO accreditation audits and overseeing the daily operations of skilled nursing home facilities. Florida Power & Light's Nuclear Training Center; development of lesson plans, computer based training modules, and maintaining student records. Social Service Agencies; implementation of training and licensing material for the recruitment of foster care families. Betty is skilled in developing database systems, spreadsheets, forms, and metrics used to enhance daily functions of the institution. She is very knowledgeable in developing self-assessment metrics and systems for helping organizations track the performance and effectiveness of their programs, while identifying performance gaps and improvement opportunities to ensure operational standards and objectives are successfully met. She also brings a wealth of experience in business marketing, web design, branding, and graphic designs.

**School Faculty:**

**Carmen Coffey Glisson** is a Cosmetology Instructor. She has been a licensed Cosmetologist in the state of Florida for 4 years, she graduated from Academy of Cosmetology in Vero Beach, Florida.

**Joseph McCartney** is a Barber Instructor. He has been a licensed Barber in the state of Florida for 2 years.

**Brenda Malone** is a substitute Cosmetology Instructor. She has been a licensed Cosmetologist in the state of Florida for 46 years. She graduated from Vero Beach Academy in 1977.

**Gertrude Roberts** is a Nail Specialty Instructor. She has been a licensed Manicure/Pedicure/Nail extension specialist in the state of Florida for 39 years. She graduated from Artistic Nail Academy, North Miami Beach, FL in 1984.

**Charr-Nix’s New Generation School of Beauty  
School Catalog’s Pre-Enrollment Disclosures & Acknowledgements**

- I have received a school catalog (in print or electronically),** and I 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 Florida Licensing Requirements for a Cosmetologist, Barber, Nail Specialist, Facial Specialist, and/or Restricted Barber.
- SAP Policy:** I understand Charr-Nix’s New Generation School of Beauty Satisfactory Academic Policy set forth in this catalog.
- Course Outline:** I understand and have read Charr-Nix’s New Generation School of Beauty Course Outline(s) set forth in the catalog.
- I understand that some of the prerequisites to gaining employment as a Licensed Cosmetologist, Barber, Nail Specialist, Facial Specialist, and Restricted Barber include but are not limited to:** physically demanding postures, sometimes being exposed to chemicals and an ability to follow manufacturer's direction for use of chemicals and discarding of products. I understand I need to wear masks, gloves, etc., for protection and to protect clients as well from injuries. I understand I must be licensed in order to practice or give services to the general public in the field of Cosmetology or to work as a Barber, Nail Specialist, or Facial Specialist. I also understand that as a Cosmetology, Barbering, Nail Specialty, and Facial Specialty professional I must stay in compliance with regulatory agencies to understand what my responsibilities are to practice my craft. To become employed and stay employed in the field of Cosmetology, Barbering, Nail Specialty, or Facial Specialty, I understand I need to meet the requirements set forth by any employer.

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Parent or Guardian of Dependent minor, only if applicable**

\_\_\_\_\_  
**Date**