

Charr-Nix's New Generation School of Beauty



SCHOOL CATALOG



BARBERING - COSMETOLOGY



6200 20th St. Ste 694B
Vero Beach, FL 32966
(772) 925-1073
newgensob@gmail.com

February 1, 2021 – January 31, 2022 * Published: February 1, 2021 * Updated April 23, 2021

This is true and correct in content and policy, Director's signature: *Dr. Gwendolyn Rolle*

Table of Contents

Welcome	4
Our Mission	5
Facilities and Equipment	5
Admission Policy	5
Transfer Policy (Hours and Services from another Institution)	6
Re-entry (Re-Enrollment Policy)	6
Statement of Nondiscrimination	6
Hours of Operation	6
Visa Services	7
Instructional Language	7
COVID 19	7
Programs	7
Program Schedules	7
Class Start Dates	8
Course Descriptions	8
Tuition and Fees	13
Financial Assistance	13
Extra Instructional (Overtime) Charges	13
Orientation Day	13
Dress Code	14
Tardy Policy	14
Excused and Unexcused Absences	14
Leave of Absence Policy (LOA)	14
Satisfactory Academic Progress Policy (SAP)	14
Evaluation Periods	14
Academic Year	15
Attendance Progress	15
Academic Progress	15
Grading Scale	15
Maximum Time Frame	15
Warning	16
Progress Status	16
Re-Establishment of Progress	16
Interruptions, Course Incompletes and Withdraws	16
Program Incompletes, Repetitions, Non-credit and Remedial Courses	16
Evaluation Results (SAP Reports)	16
Academic Progress Status	16
Veterans Funding and SAP	17
Transfer Students and SAP	17
Financial Aid	17
Veteran's Education Funding	17
Policy for Scheduling and Grading Make-Up Work	17
Make up Hours	17
School Library	17
Institutional Refund Policy	17
Veteran's Refund Policy	18
Family Educational Rights and Privacy Act – FERPA	18
Industry Demands & Prerequisites	19
Student Services	19
Conduct Policy	19
Termination Conduct Dismissal Policies	20
Grievance Policy and Student Complaints	20
Transferability of Credits to Another Institution	20
Student Tips	20
Career Opportunities	20

Requirements for State Licensing	21
School State Licensure	21
Accreditation	21
Ownership	21
Bankruptcy History	21
School Catalog's Pre-Enrollment Disclosures & Acknowledgements	22



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 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.

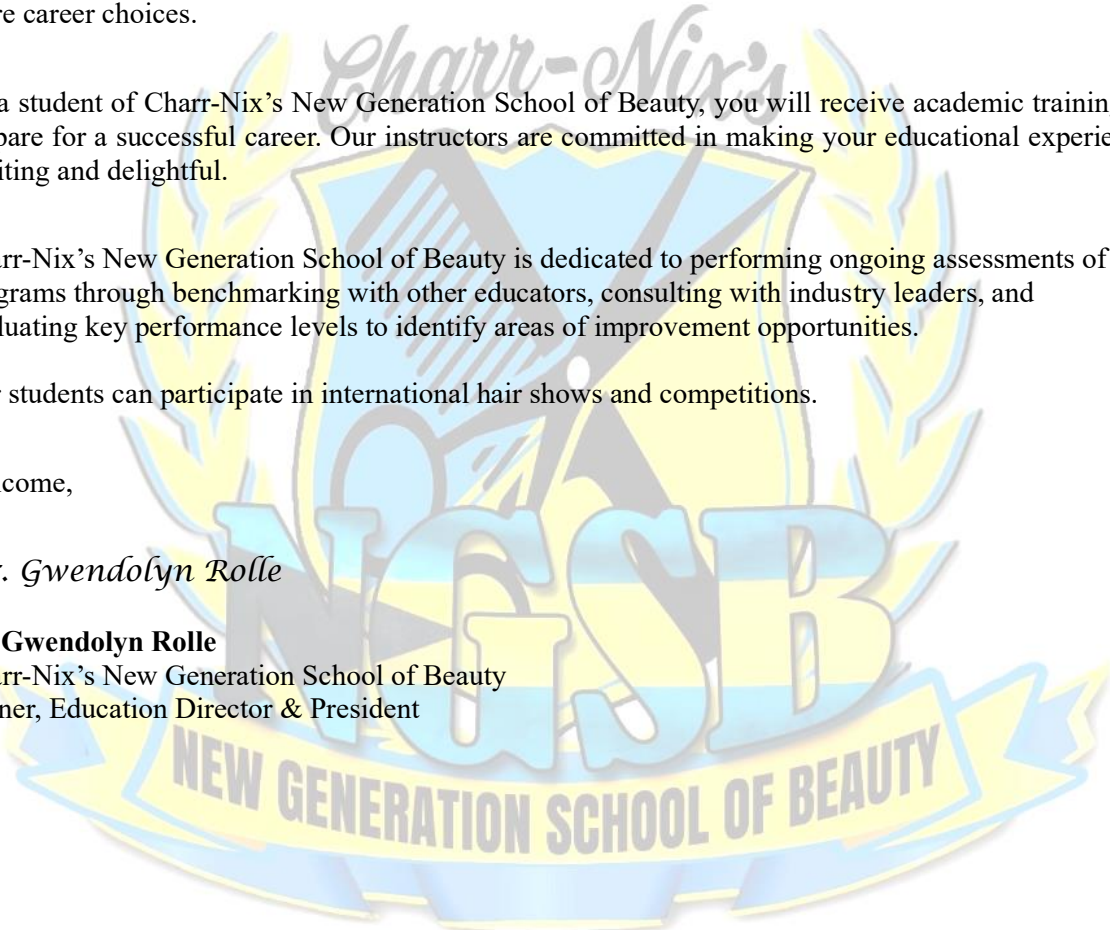
Charr-Nix's New Generation School of Beauty is dedicated to performing ongoing assessments of our programs through benchmarking with other educators, consulting with industry leaders, and evaluating key performance levels to identify areas of improvement opportunities.

Our students can participate in international hair shows and competitions.

Welcome,

Dr. Gwendolyn Rolle

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 and Barbering, 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 competitive markets.



Facilities and Equipment

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

There is ample parking as well as a food court within the mall which provides several options for meal breaks.

Our facility is spacious and tastefully decorated and has 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 includes a fully equipped student salon floor including: an administrative office, 2 rest rooms, 2 classrooms, a student breakroom (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 supply storage area. The school can accommodate a total of 8 barbering students and 20 cosmetology students for a total of 28 students.

Admission Policy

Charr-Nix's New Generation School of Beauty is accepting students for admission once the following criteria have been met:

- 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.
- Ability to Benefit Exam (ATB): Charr-Nix's New Generation School of Beauty is not currently accepting Ability to Benefit Exams, for admissions.
- 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.
- **Veteran's Students only:** The school will review prior credit from all post-secondary training as appropriate for students eligible for VA education benefits, *if applicable*.
- **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.
- 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 (Hours and Services from another Institution)

The transferability of credits or services you earn and are deemed transferable from another institution is determined at the **sole discretion of Charr-Nix's New Generation School of Beauty's administration**. You may be required to repeat some or all of your coursework or services. All transfer hours must be determined prior to enrollment and included in your 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 credits and services, they will receive credit for and such review and transferring of hours will be at the sole discretion of the school's 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 Tuesday through Saturday. The school is open from 9:00 am – 4:30pm and 6:00 pm to 10:00 pm Tuesday – Friday and 9:00 am – 4:30 pm on Saturdays. Administration hours for enrollment questions are 9:00 am – 2:00 pm Monday- Friday, or by appointment. The federal holidays observed by the school for the 2021 calendar year are: New Year's Day Jan 1, Martin Luther King's Birthday Jan 18, Washington's Birthday Feb 15, Memorial Day May 31, Independence Day Jul 5, Labor Day Sep 6, Columbus Day October 11th, Veteran's Day Nov 11, Thanksgiving Day Nov 25 and Christmas Day Dec 24. A special holiday may be declared for emergency or special reason or COVID-19 required closure. 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 offered at Charr-Nix's New Generation School of Beauty's instruction are offered in English only.

Recruiting

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

COVID 19

Charr-Nix's New Generation School of Beauty's is a COVID 19 compliant school as of March 2020. Our school has been following the Department of Health recommendations:

1. Sanitize before and after all services
2. All Students, teachers and clients must wear masks at all times
3. Practice social distancing
4. All clients must sign in (for COVID tracing) and sanitize upon arrival

Programs

Charr-Nix's New Generation School of Beauty currently offers training leading to licensure with its **programs in Cosmetology** (1200 clock hours) and **Barbering** (1202 clock hours). **Cosmetology** is offered both full time and part time; the full-time program is 35 hours a week for 35 weeks total, part time is 19 hours a week for 63 weeks total. Barbering is offered part time only, 19 hours a week for 63.25 weeks total.

Program Schedules

Program	Tuesday	Wednesday	Thursday	Friday	Saturday	Lunch/ Breaks	Program Length
Cosmetology 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
Cosmetology 1200 hours 19 hours /week	6:00pm To 10:00pm	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	63Weeks
Barbering 1202 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	63Weeks
Barbering 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	9:00am to 4:30pm	35 Weeks

Class Start Dates

January 5, 2021	May 4, 2021	September 7, 2021
February 2, 2021	June 1, 2021	October 5, 2021
March 2, 2021	July 6, 2021	November 2, 2021
April 6, 2021	August 3, 2021	December 7, 2021

Course Descriptions

Cosmetology	
Program Description	The Cosmetology Course is designed to introduce the student to the science of Cosmetology through theoretical and practical application designed to instill good work habits, ethics, good 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.
Program Mission & Objectives	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology, Barbering and to a diverse population of students. We incorporate emphasis on personal development and strong work ethics into our programs to ensure our students are adequately prepared and equipped to succeed in these competitive markets.
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 and services, 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.
Total Clock Hours	1200 Clock Hours
Exams	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, 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.
Distance Education	None

Mode of Instruction	Traditional Classroom and School Salon Floor
Textbooks	Textbooks: Milady's Standard Cosmetology 13 th Edition. ISBN:9781285769417 Workbook: Milady Theory ISBN-13: 978-1-285-76945-5 ISBN-10: 1-285-76945-7
Internship/Externship	None
Faculty & Qualifications	Instructors must be currently licensed as a Cosmetologist by the in the state of Florida and have a minimum 2 years of experience, education and training.
Employment Assistance/Professional Development	Students will learn about communication skills that include professional ethics, customer service, resume writing, job search skills, preparing for an interview, salesmanship, decorum record-keeping, client service record cards, basic tax responsibilities related to independent contractors, booth renters, employees and employers, marketing and client retention.
State Requirements/Laws and Regulations	Students will learn the laws and regulations pertaining to Cosmetology, as set by the Department of Business and Professional Regulations. Student will study Professional Ethics.
Skills and competencies to be acquired by the student	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. 4. Perform the basic manipulative skills including hair styling, shaping, hair lightening, tinting, chemical reformation, scalp/ hair conditioning, facials, manicures, pedicures and nail extensions. 5. Perform the BASIC analytical skills to determine proper makeup, hairstyle, and color application for the client's best overall look. 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 career development in cosmetology and related fields by continuing education, attending hair shows and becoming a part of a beautician's association.
Instructional Methods	Demonstration, lecture & classroom participation
Units of Instruction	
COS 101	COS 101 - HIV/AIDS AWARENESS 2 Clock Hours 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.
COS 102	COS 102 - FLORIDA LAWS & RULES 9 Clock Hours 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.
COS 103	COS 103 - HAIR CUTTING/SHAPING 75 Clock Hours 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.

COS 104	<p>COS 104 - CHEMICAL WAVING, RELAXING, AND STRAIGHTENING 113 Clock Hours <i>(includes Basics of Electricity (8 hours))</i></p> <p>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.</p>
COS 105	<p>COS 105 - SCALP TREATMENT AND HAIR CARE RINSES 45 Clock Hours </p> <p>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.</p>
COS 106	<p>COS 106 - SHAMPOOING AND RINSES 50 Clock Hours </p> <p>The students will learn proper hair maintenance and the objective of the frequency, the products designed for each type of condition or alteration. They will learn the structure of the face and neck: bones, muscles, and nerves. They will also learn effective means of manipulating the scalp to maintain muscle and increase blood circulation.</p>
COS 107	<p>COS 107 - HAIR STYLING / ARRANGING 300 Clock Hours </p> <p>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.</p>
COS 108	<p>COS 108 – MANICURING, PEDICURING, AND NAIL EXTENSIONS 62 Clock Hours </p> <p>This unit will introduce the student to the nail care industry, including: principles, techniques, implements and tools, manicure table preparation, 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.).</p>
COS 109	<p>COS 109 – FACIALS, SKINCARE, AND HAIR REMOVAL 171 Clock Hours </p> <p>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.</p>
COS 110	<p>COS 110 - HAIR COLORING & LIGHTENING 105 Clock Hours</p> <p>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.</p>
COS 111	<p>COS 111 – ETHICS (SALON MANAGEMENT AND BUSINESS METHODS) 72 Clock Hours</p> <p>Students will learn the business aspects of cosmetology and how to maintain accurate records, managing personnel, and selling products.</p>
COS 112	<p>COS 112 - ANATOMY 71 Clock Hours</p>

	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.
COS 113	COS 113 - SAFETY, SANITATION AND STERILIZATION 40 Clock Hours 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.
COS 114	COS 114 - SKIN THEORY, DISEASE AND DISORDERS OF THE SKIN 85 Clock Hours 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

Barbering	
Program Description	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.
Program Mission & Objectives	The mission of Charr-Nix's New Generation School of Beauty is to provide quality education in the fields of Cosmetology and Barbering, 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 competitive markets.
Graduation Requirements	In order to graduate from Charr-Nix's New Generation School of Beauty students must complete all requisite hours and services, 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.
Total Clock Hours	1202 Clock Hours
Exams	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, 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.
Distance Education	None
Mode of Instruction	Traditional Classroom and School Salon Floor
Textbooks	Textbook: Milady's Standard Barbering Hardcover 6 th Edition ISBN:9781305100558
Internship/Externship	None
Faculty & Qualifications	Instructors must be currently licensed as a Barber by the in the state of Florida and have a minimum 2 years of experience, education and training.
Employment Assistance/Professional Development	Students will learn about communication skills that include professional ethics, customer service, resume writing, job search skills, preparing for an interview, salesmanship, decorum record-keeping, client service record cards, basic tax responsibilities related to independent contractors, booth renters, employees and employers, marketing and client retention.
State Requirements/Laws and Regulations	Students will learn the business aspects of barbering and how to maintain accurate records, managing personnel, and selling products.
Skills and competencies to be acquired by the student	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.
Instructional Methods	Demonstration, lecture & classroom participation
Units of Instruction	
BBR 001	BBR 001 - FLORIDA LAW & RULES 150 Hours To present an overview of Barbering law and rules and regulations in relation to consumer protection for both health and economic matters.
BBR 002	BBR 002 – SANITATIO AND STERILIZATION 325 Hours To use chemical agents and ultraviolet rays to sanitize implements and equipment in the shop and promote and protect good health in the community.
BBR 003	BBR 003 - HIV/AIDS EDUCATION 2 Hours 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.
BBR 004	BBR 004 - HAIR STRUCTURE AND CHEMISTRY 50 Hours To have a basic understanding of the structure of hair and chemistry and how it relates to the various processes involved in Barbering.
BBR 005	BBR 005 - HAIR CUTTING, INCLUDES TAPER CUTS (FREEHAND SHEAR OVER COMB, AND CLIPPER OVER COMB) AND STYLE CUTTING 200 Hours Overview of various techniques and methods for shaping, blending, cutting, and tapering hair.
BBR 006	BBR 006 - SHAMPOOING AND RINSES 75 Hours Hours To use shampoo supplies and chemicals in cleansing the scalp and hair

	in preparation for additional salon services.
BBR 007	BBR 007 - CHEMICAL SERVICES, INCLUDES PERMANENT WAVING, COLORING AND BLEACHING, HAIR RELAXING AND CURLING 350 Hours 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.
BBR 008	BBR 008 - SHAVING, BEARD AND MOUSTACHE TRIMMING 50 Hours 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	Barbering
Registration Fee*	\$150.00	\$150.00
Tuition	\$13,000.00	\$13,000.00
Books**	\$450.00	\$450.00
Kits Supplies & Uniforms**	\$995.00	\$995.00
Graduation Fees	\$250.00	\$250.00
Lab Fee**	\$250.00	\$250.00
Total Tuition & Fees	\$15,095.00	\$15,095.00

*Non-Refundable

** Non-Refundable 7 days after signing enrollment agreement

- School fees are due on the 1st of each month, any payments received after the 5th will incur a \$50 late fee which must be included in the payment
- Fees not included above: state board fees \$63.50

Payment Methods

Other methods of payment of monies owed to 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 Admissions 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 charges. 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(s) will be dropped and may re-enroll per the terms of the re-enrollment policy.

Leave of Absence Policy (LOA)

Charr-Nix's New Generation School of Beauty is currently **not** offering Leave of Absences. Students are reminded that their enrollment contract has 10 personal days built into their contract and to use them in lieu of a leave of absence. Students who need to be absent more than 14 calendar days are welcome to re-enroll when their personal circumstances allow for such, in accordance with the school's admission and re-enrollment policies. In the event school is closed for COVID- 19 requirements, weather or other reason such days do not count towards the student's Satisfactory Academic Progress and extend the student's contract by the same number of days.

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.

Program	Course Length	Evaluation Points
Cosmetology	1200 clock Hours	450 & 900 actual hours
Barbering	1202 clock Hours	450 & 900 actual hours

Academic Year

The institution operates all programs according to a schedule of 900 hours per academic year of instruction and no less than 26 weeks.

Attendance Progress

For a student to be deemed making satisfactory attendance progress (quantitative), the student must maintain a minimum attendance average of 67%. Evaluations are conducted at the end of each evaluation period to determine if the student has met the minimum requirements. The attendance percentage is determined by dividing the total hours accrued (clocked by the student), by the total number of hours scheduled. At the end of each evaluation period, the school will determine if the student has maintained at least 67% cumulative attendance since the beginning of the course which indicates that, given the same attendance rate, the student will graduate within the maximum time frame 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 attendance progress. Students may make up failed or missed tests and incomplete assignments, in accordance with the school's published Policy for Scheduling and Grading Make-Up Work, Incomplete's and Repetitions. A student's grade point average is determined by a combined average of all practical and written examinations. Individual student academic records are kept by the school. Students will be notified of any evaluation that impacts their financial aid eligibility, *if applicable*. The grading scale is listed below.

Grading Scale

A	Excellent	100% - 95%
B	Good	94% -90%
C	Average	89% - 80%
D	Passing	78%-75%
F	Failing/Unsatisfactory	74% & below

Maximum Time Frame

Students are required to complete the program and/or course within 150% of the published program length. The maximum time frame permitted for transfer students who need less than the full course length will be determined based on the number of scheduled contracted hours. Any student who has exhausted the maximum time frame will be dropped from the program and may elect to re-enroll on a cash pay basis in a manner consistent with the school's admissions policy.

Program	Maximum Weeks 150%	Maximum Scheduled Hours
Cosmetology 1200 hours 35 hours/week, 35 weeks	52.50 weeks	1,800 hours

Cosmetology 1200 hours 19 -hours/week, 63 weeks	94.50 weeks	1,800 hours
Barbering 1202 hours 19-hours/week, 63.00 weeks	94.50 weeks	1,803 hours
Barbering 1202 hours 35-hours/week, 35 weeks	52.50 weeks	1,803 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. Students will receive a copy of their Satisfactory Academic Progress report at the time of each evaluation. 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, if applicable, funding 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, Course Incompletes and Withdraws

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 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).

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's 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*

Veterans Funding and SAP

Students receiving Veterans funding may not be eligible for funding if they fail to meet Satisfactory Academic Progress and are on Satisfactory Academic Progress warning, *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 all students applies to all students that voluntarily withdraw, cancel, or are terminated for any reason. The official date of termination is the last day in attendance. The school uses the state mandated policy.

This policy applies to students that voluntarily cancel the signed enrollment agreement in writing within three (3) working days regardless of whether the student has actually started training.

- 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.

Veteran's Refund Policy

Eligible enrolled veterans receive a 100% pro-rata refund, including a \$10.00 registration fee, if applicable.

Family Educational Rights and Privacy Act – FERPA

Charr-Nix's New Generation School of Beauty's 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 and allow up to 10 days for processing, records 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 or a transcript or other record in their student file, of their training may contact the school office and request the form desired by using a records request form, or a written request for specific document (signed by student or legal guardian). Student should allow up to 10 calendar days for processing. Transcripts are not provided to students who have ledger balances. Transcript is provided at a fee of \$10.00. No transcript will be issued until all tuition and other fees due the institution is paid current.

Industry Demands & Prerequisites

The Cosmetology and Barbering professions have a unique set of demands including, but not limited to physically demanding postures, professional public demeanor, ability to work around chemicals and requirements for continuing education.

Student Services

Students and services available to 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's 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's 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 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's is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn in Charr-Nix's New Generation School of Beauty's 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's 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, on the 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 and services, 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.

Career Opportunities

There is a future waiting for you if you are dedicated! Upon graduation from Charr-Nix's New Generation School as a Cosmetology or Barbering Professional there are several options waiting for

you in this vast profession. U.S. Department of Labor's Standard Occupational Classification Codes (CIP Codes) Labor's Standard Occupational Classification include 12.040, 12.0413, 12.0406, 12.0407, 12.0408, 12.0409, 12.0410, 12.0412 & 12.0402.

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 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.

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.

Accreditation

Charr-Nix's New Generation School of Beauty is presently **not** accredited but is a National Accrediting Commission of Career Arts and Sciences (NACCAS's) **candidate for accreditation as of this date**. The National Accrediting Commission of Career Arts and Sciences (NACCAS's) located at 3015 Colvin Street, Alexandria, VA 22314 and can be reached at (703) 600-7600.

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

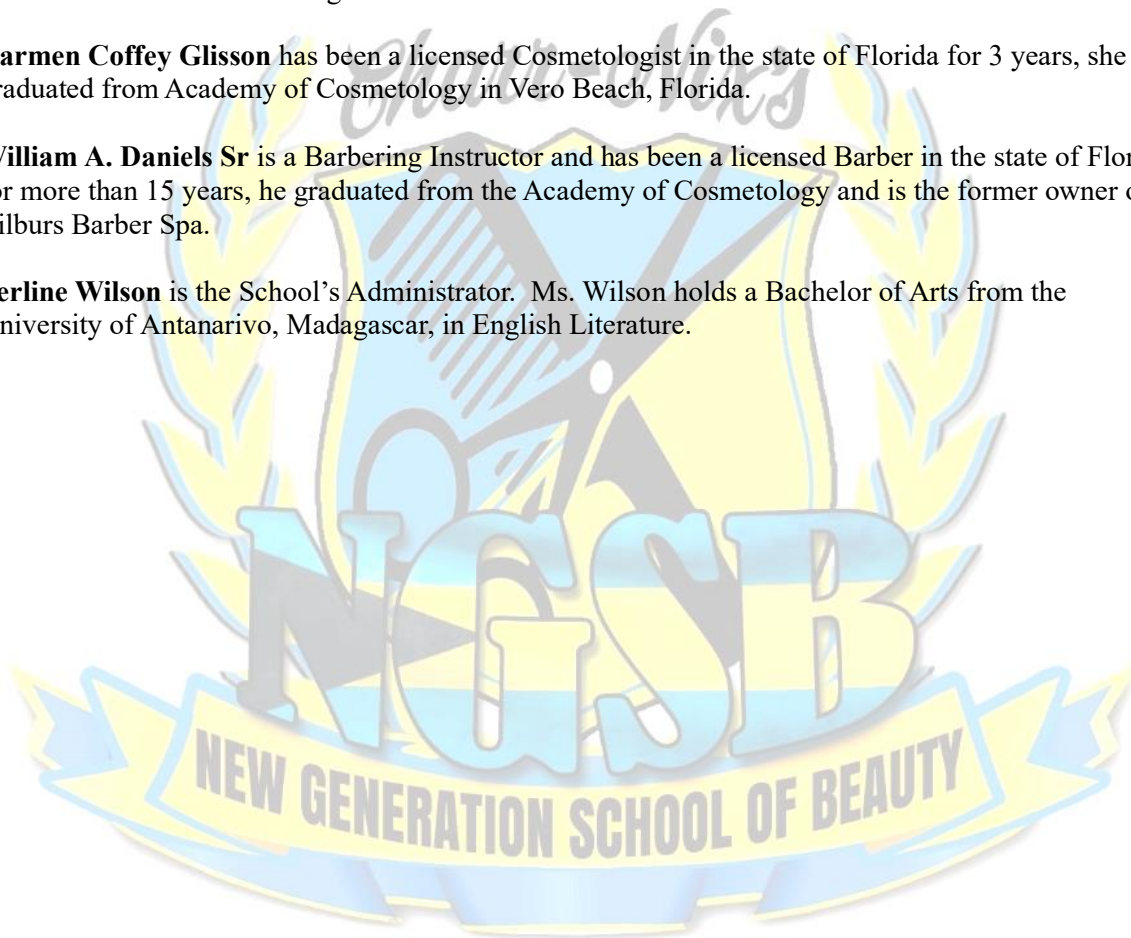
Charr-Nix's New Generation School of Beauty does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec 1101 et seq.).

Dr. Gwendolyn M. Rolle is the school's Director of Education and a Cosmetology instructor, she 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 Doctorate 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, who's mission is to assist students, who are interested in furthering their education, to receive bachelors, masters or associate doctorates in cosmetology. Dr. Rolle is a licensed Cosmetologist in the state of Florida.

Carmen Coffey Glisson has been a licensed Cosmetologist in the state of Florida for 3 years, she graduated from Academy of Cosmetology in Vero Beach, Florida.

William A. Daniels Sr is a Barbering Instructor and has been a licensed Barber in the state of Florida for more than 15 years, he graduated from the Academy of Cosmetology and is the former owner of Bilburs Barber Spa.

Perline Wilson is the School's Administrator. Ms. Wilson holds a Bachelor of Arts from the University of Antanarivo, Madagascar, in English Literature.



**Charr-Nix's New Generation School of Beauty
School Catalog's Pre-Enrollment Disclosures & Acknowledgements
Volume #4**

I have received a school catalog (in print or electronically), understand I can always print another on the school web page and understand the below policies are included in such:

State Licensing Requirements: I understand the State of Florida Licensing Requirements for a Cosmetologist and 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 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 or 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 as a Cosmetologist or Barber to and protect clients 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. I also understand that as a Cosmetology or a Barbering professional I must stay in compliance with regulatory agencies to understand what your responsibilities are to practice your craft. To become employed and stay employed in the field of Cosmetology or Barbering, I understand I need to meet the requirements set forth by any employer.

Student Name (Print)

Date

Student Name (Sign)

Parent or Guardian Signature, only if applicable

Date