

2012 - POLICIES AND PROCEDURES CATALOG

APPLICATION FOR ENROLLMENT OR EMPLOYMENT

Tax ID Number: _____ Date: _____

Full Name: Last _____ First _____ Middle _____

Full Address: _____

Email: _____ SS# [] [] [] Phone _____

Check appropriate box for training desired or Receptionist if applying for employment.

[] Cosmetology - 1600 Clock hours [] Manicuring - 600 Clock hours [] Barber - 1000 Clock hours
[] Esthetics - 600 Clock hours [] Instructor Trainee - 500 Clock hours [] Receptionist

Must be able to attend no less than 16 hours per week.

Check box to the left of any license currently held. Transcripts must be presented prior to starting in order to be accepted.

[] Cosmetology [] Manicuring [] Barber [] Esthetics

Cosmetology School: _____ Dates Attended: _____ # Accumulated Hours _____

Personal Information Gender (Optional) [] Male [] Female

Birth Date: _____ Place of Birth: _____ # of Dependent Children: [] Married [] Single

Education

Elementary Where: _____ Years Attended: _____

High School Name: _____ Years Attended: _____

[] Diploma Received [] GED Received [] Trade School Certificate Received

College Name: _____ Years Attended: _____

Degrees Earned and Major: _____

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Financial Arrangements

Check box if requesting Payment Arrangements Best Date to make payments 15th Last Day of Month

10% will be charged when payments are 5 days past due. Payments begin 21 days after 1st attendance day.

Personal references

Please list three references that do not live in the same household

Name:		Relationship:		Phone:	
Name:		Relationship:		Phone:	
Name:		Relationship:		Phone:	

Emergency Contact

Name:		Relationship:		Phone:	
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How did you hear about our college? Yellow Pages Word of Mouth Former Student Current Student

If referred by a student be sure to enter their name here: _____

Are you presently working? Yes No Do you have transportation? Yes No

If you have children, are you able to provide childcare while attending school?

Do you believe your time at school will be better, knowing your children are being take care of? Yes No

Have you ever been convicted of a felony? Yes No

Initial to confirm you understand that if you've been convicted of a felony, the State may choose to deny applications for licensure.