



CONSUMER INFORMATION

October 2018

ACCREDITATIONS / LICENSES / APPROVALS / MEMBERSHIPS

LICENSED BY:

The Commission for Independent Education (CIE) / Florida Department of Education (DOE)
Additional information regarding this institution may be obtained by contacting the Commission:
325 West Gaines Street, Suite # 1414
Tallahassee, Florida 32399-0400
Telephone: 850.245.3200 or 888.224.6684
Fax: 850.245.3233
www.fldoe.org/cie/

ACCREDITED BY:

The Council on Occupational Education (COE)
Additional information regarding this institution may be obtained by contacting the council:
7840 Roswell Road Building 300 Suite 325
Atlanta, GA 30350
Telephone: 770.396.3898 or 800.917.2081
Fax: 770.396.3790
<http://council.org/>

REGULATED BY:

The Department and Business and Professional Regulations (DBPR) for professions under Cosmetology and Barber:
2601 Blair Stone Road
Tallahassee, FL 32399-1027
850-487-1395
www.myfloridalicense.com/dbpr/index.html

APPROVED OR AUTHORIZED BY:

- » The school is authorized under Federal law to enroll eligible non-immigrant alien students.
- » The Florida State Approving Agency for Veterans Training - BSA is approved for veterans, reservists, and eligible dependents to receive educational benefits under the various educational laws and/or programs approved by the Veterans Administration: www.va.gov/
- » The Office of Student Financial Assistance (OSFA) for the following state programs: Florida Student Assistance Grant, Florida Bright Futures Scholarship and the Scholarships for Children and Spouses of Deceased or Disabled Veterans (CSDDV): www.floridastudentfinancialaid.org/
- » The Florida Pre-Paid College to receive contract benefits: www.myfloridaprepaid.com/
**The Florida Pre-Paid College Board does not endorse any particular educational institution.
- » The National Certification Board for Therapeutic Massage & Bodywork (NCBTMB): www.ncbtmb.org/
- » The Florida Electrolysis Council / Florida Department of Health to teach the Electrolysis program and the Laser and Light Based Hair Removal or Reduction CE course: www.doh.state.fl.us/mqa/electrolysis/index.html
- » The Massage Therapy Board / Florida Department of Health – as a Massage Therapy Approved school to teach the Massage Therapy and Spa Therapy programs: www.doh.state.fl.us/mqa/massage/

The following campuses are accredited, licensed and/or approved for the aforementioned:

Miami – License #1334

Hialeah – License #1083

Homestead – License #3874

North Miami Beach – License #3232

If you have any accreditation and/or licensing questions that are not answered by this catalog, please contact our Regulatory Reporting and Approvals Department at: 305.824.2130

BSA IS A MEMBER OF:

- » The American Association of Cosmetology Schools (AACCS) – the source for hair, skin and nail education: www.beautyschools.org
- » National Association of Student Financial Aid Administrators (NASFAA) – Provides members with useful content and information for everyday use: <http://www.nasfaa.org/>
- » The Florida Association of Postsecondary Schools and Colleges (FAPSC) – providing leadership, support and advocacy for quality career education: www.fapsc.org
- » The South Florida Hispanic Chamber of Commerce (SFLHCC) – committed to enhancing the quality of education: www.sflhcc.com
- » The Miami Beach Chamber of Commerce – dedicated to promoting local businesses and establishing vital connections within the Miami Beach area: www.miamibeachchamber.com
- » The Greater Kendall Business Association (GKBA) – Provides a positive network environment to help build positive & successful relationships: <http://greaterkendall.com/>
- » The National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) - represents the highest attainable credential within the massage therapy and bodywork profession: <https://www.ncbtmb.org/>

LOCATIONS

MIAMI CAMPUS

The Miami Campus is located in the Trail Shopping Plaza at 1176 S.W. 67th Avenue, Miami, FL 33144. The school occupies approximately 17,852 square feet of space.

HIALEAH CAMPUS

The Hialeah Campus is conveniently located in the Palm Springs Mile Shopping Center at 1060 W. 49th Street, Hialeah, FL 33012. The school occupies approximately 19,650 square feet of space.

HOMESTEAD CAMPUS

The Homestead Campus is located in the Plaza Portofino West at 600 N.E. 22 Terrace #108, Homestead, FL 33030. The school occupies approximately 32,881 square feet of space.

NORTH MIAMI BEACH CAMPUS

The North Miami Beach Campus is located at 1813 N.E. 163rd Street, North Miami Beach, FL 33162. The school occupies approximately 7,498 square feet of space.

OFFICE HOURS

Office hours may vary per campus/department.

GENERAL OFFICE HOURS

Monday – Thursday: 9:00 am - 7:00 pm

Friday: 9:00 am - 6:00 pm

Saturday: By appointment only.

Sunday & Selected Dates: CLOSED

ADMISSIONS POLICY

Please note that certain programs are offered at different locations and refer to each of the individual program offerings. Training is offered to all applicants on an equal basis, regardless of race, color, gender, sexual orientation, age, religion, national and ethnic origin. The school also complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against individuals with disabilities and mandates the provision of reasonable accommodations to ensure access to programs and services to qualified handicapped persons. Students are required to complete a criminal background disclosure for Massage Therapist, Electrolysis, Paramedical Esthetician, Cosmetology, Barbering, Skin Care, Makeup & Skin Care, Nail Technician, and Full Specialist. Felony convictions, and pleas of No Lo Contendere may disqualify certain individuals from obtaining licensure. The programs offered at Beauty Schools of America are designed to prepare an individual for employment in their field of study. These programs are open for regular enrollment to men and women who possess a high school diploma or the equivalent. Prospective students are invited to visit the school and discuss their needs, goals and objectives with an Admissions representative. A student interested in applying may begin the process by completing the Application for Admissions on campus. This may be obtained by calling the school Admissions office at the desired campus of choice.

Applicants must meet the following requirements to be admitted to Beauty Schools of America:

- » Complete the application and submit it to the Admissions Office at the address on the form.
- » Be at least 16 years of age.
- » Submit transcript or diploma, or recognized equivalency confirming High School Graduation, a G.E.D., an Associate, Bachelor degree or equivalent. Foreign transcripts and diplomas must be translated into English and evaluated by a recognized third party translation/evaluation provider. A signed affidavit statement may suffice, except for those programs which are Title IV eligible at our institution. Check with your state and accrediting agency.
- » Submit proof that you are a U.S. Citizen, Permanent Resident or on a legal status allowing you to study in the United States.
- » Ability to Benefit Students may not be accepted if they have never been in attendance at a post-secondary school previously. A student who attended an eligible program at a Title IV institution prior to July 1, 2012, may be able to establish eligibility at the same Title IV institution or a different Title IV institution under the guidelines provided by the Federal Student Aid office.

Upon acceptance, a student must complete an Enrollment Agreement, provide a copy of their Driver's License (or other form of government issued ID) and complete all necessary paperwork. Applicants are strongly encouraged to visit the Admissions Office at the desired campus of interest.

NOTE: Applicants for licensure with the Florida Massage Therapy Board must be 18 years of age or have a high school diploma or GED. Applicants for licensure with the Florida Electrolysis Council must be 18 years of age and have a high school diploma or GED. All other Boards require a minimum age of 16 on license applications.

FEDERAL FINANCIAL AID PROGRAMS

Students and parents may access all requirements and detailed information on the Financial Aid programs and process set by the Department of Education at www.studentaid.ed.gov.

FEDERAL GRANTS

There are two types of grants that may be awarded based on student and parent eligibility they are the Federal Pell Grant and the Federal Supplemental Educational Opportunity Grant (FSEOG):

- » **Federal Pell Grant:** This is a free grant that does not have to be repaid. The student must complete the FAFSA in order to determine eligibility for the Federal Pell Grant. A valid Student Aid Report (SAR) must be electronically received by BSA. Appropriate income tax transcripts and other financial aid forms must be submitted if the SAR indicates that the student's application has been selected for verification. Awards are based on enrollment on the published Pell census date.
- » **Federal Supplemental Educational Opportunity Grant (FSEOG):** Limited amounts of funds from the FSEOG program are available to students with the lowest Expected Financial Contribution (EFC). The information provided on the FAFSA application will be used to determine student eligibility. Awards vary based on financial need and fund availability.

FEDERAL LOANS

Low interest rate loans may be available to students. A completed FAFSA application must be submitted to determine loan eligibility. Loan programs available at BSA are the William D Ford Federal Direct Subsidized, Unsubsidized and Federal Direct PLUS Loan. Additional information on student loans may be accessed at www.studentloans.gov.

- » **Federal Direct Subsidized Loan:** This is a need based long-term repayable loan that the government pays the interest on while the student is in school.. BSA will determine the amount for which a student is eligible based on the FAFSA EFC and the student federal loan history. Repayment begins six months after a student graduates, drops below at least half time attendance or ceases to attend school.
- » **Federal Direct Unsubsidized Loan:** This is a non-need based long-term repayable loan where the student is responsible for interest payments on the loan. Students have the option to either pay the interest while in school, or have the interest capitalized (deferred) during an eligible in school status. Repayment begins six months after a student graduates, drops below half time attendance or ceases to attend school.
- » **Federal Direct Parent Loan for Undergraduate Students (PLUS):** This loan is a long-term repayable loan that enables parents who do not have an adverse credit history to borrow funds to pay the education of dependent children. Generally, parents can borrow up to the cost of education minus any other financial aid.

Federal Assistance is available to help students pay for their education and training. You may receive additional Financial Aid information from the Financial Aid department during office hours.

FEDERAL FINANCIAL AID ELIGIBILITY REQUIREMENTS

Financial Aid is available for those who qualify. In order to qualify for financial aid, you must meet the following criteria:

- » Demonstrate financial need (except for certain loans and scholarships)
- » Be a U.S. citizen or eligible noncitizen with a valid Social Security Number (SSN)
- » Be working towards a degree or certificate in an eligible program
- » Not currently enrolled in high school
- » Have earned a high school diploma or General Equivalency Diploma (GED)
- » Register with the Selective Service if you are a male between the ages of 18 and 25
- » Maintain Satisfactory Academic Progress (SAP) while attending Beauty Schools of America® (BSA)
- » Not be in default of student loans
- » Not owe Federal Overpayment
- » Not have certain drug convictions
- » Use federal and state aid for educational purposes only

AMOUNT OF FEDERAL AID DETERMINATION

- » Students are awarded Federal Aid based on the Expected Family Contribution (EFC) determination from the FAFSA. Federal and outside aid combined may not exceed students Cost of Attendance (COA). The COA is an estimate of the student's educational expenses for the period of enrollment. Components of COA include tuition, fees, room and board, books and supplies, transportation, personal, dependent care, handicap care and miscellaneous expenses for one academic year cost.
- » The COA for each program offered at BSA is located at <https://www.bsa.edu/programs/ge-disclosures/>

NOTE: Financial Aid and any other outside resources cannot exceed the Cost of Attendance.

LOAN ENTRANCE AND EXIT COUNSELING

Federal Direct Loan borrowers must complete Student Loan Entrance Counseling. Entrance counseling will provide the borrower with important information needed to know to be able to make an informed decision about student loan borrowing. Entrance counseling must be completed before the Financial Aid may accept and process a student loan application.

All graduating or students that drop below half time are required to complete Loan Exit Counseling. Students who drop and are Federal Loan recipients and were not seen by the Financial Aid office prior to their drop will be mailed the appropriate packet with information on how to complete Exit counseling on-line.

Student Loan Entrance and EXIT Counseling is completed at BSA electronically at www.studentloans.gov.

DEFERMENT AND FORBEARANCE FOR EDUCATIONAL LOANS

Under certain circumstances, students who borrowed Federal Student Aid funds and are unable to meet their repayment obligations may be eligible for a deferment or forbearance, allowing them more time to repay the loan and/or lower monthly payments. Borrowers should consult with the Financial Aid department for more information. Students must contact their loan servicer directly to apply for a deferment or forbearance.

STUDENT LOAN CODE OF CONDUCT

Beauty Schools of America® (BSA) participates in the William D. Ford Federal Direct Loan Program which includes the Direct Subsidized, Direct Unsubsidized and the Direct Parent PLUS Loans. To comply with the Higher Education Opportunity Act of 2008, the institution follows legislated requirements which prohibit a conflict of interest with the responsibilities of an officer, employee, or agent of the school regarding Title IV loans.

REFUND POLICY AND REQUIREMENTS FOR WITHDRAWAL AND RETURN OF TITLE IV

Institutional refund calculations will be calculated by the program length for all students who withdraw from the institution. The student will be obligated to pay for any tuition, fees, books and equipment not covered by Title IV funds or any other payments received to cover institutional costs. Under a pro-rated refund calculation, the institution is entitled to retain only the percentage of charges proportional to the scheduled hours in the program at the time of the student's Last Date of Attendance (LDA). The amount of tuition earned is calculated by taking the total scheduled hours at the point in which the student withdrew, divided by the total number of hours in the student's program. Institutional refunds are completed within 30 days.

After application of the return to Title IV Policy, the following institutional refund policy will apply:

- » Withdrawal from the 1st day of class and during the first 10%: The school shall retain 10% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.
- » Withdrawal after 10% and through 20%: The school shall retain 20% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.
- » Withdrawal after 20% and through 30%: The school shall retain 30% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.
- » Withdrawal after 30% and through 40%: The school shall retain 40% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.
- » Withdrawal after 40% and through 50%: The school shall retain 75% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.
- » Withdrawal after 50%: The school shall retain 100% of the tuition, plus a \$100 registration fee, and the full cost of equipment and books.

RETURN TO TITLE IV POLICY

For each Title IV aid recipient who terminates/withdraws, the school must calculate the amount of Title IV assistance the student has earned which is determined on a pro-rata basis. The amount of aid that was disbursed or could have been disbursed for the payment period is multiplied by the percentage of scheduled clock hours up to the last date of attendance (date of withdrawal) divided by the clock hours in the payment period. Once the student has completed more than 60 percent of the payment period, the student has earned 100 percent of the assistance. If the amount earned is greater than the amount disbursed or could have been disbursed, the student may be eligible for a post-withdrawal disbursement. If a student is eligible for a post-withdraw disbursement, the school will confirm with the student or parent in the case of a PLUS loan, that they want a portion or all of the post-withdraw disbursement of the loan. If the amount earned is less than the amount disbursed or could have been disbursed, then the school and perhaps the student will be required to return Title IV funds back to the federal account(s). If the student is required to return loan funds (or the parent, in the case of a PLUS Loan), the student/parent must repay any unearned funds that the school did not return in accordance with the terms and conditions of the Master Promissory Note. If the student is required to return grant funds, he/she must return any grant funds that are in excess of 50 percent of the amount of grant(s) received.

Federal Regulations require the return of Title IV funds in the following order: Unsubsidized loans, Subsidized loans, Plus loans, and Pell Grants. These returns will be made within forty five days from the date of determination. In the case of a leave of absence, the refund shall not exceed forty five days from the date of documented non-return.

Under the Federal Regulations, once the Return of Title IV Funds policy has been applied, the school may then apply their Refund Policy (see Cancellation & Tuition Calculations) and charge for unpaid portions of their schooling.

It is the intent of Beauty Schools of America to inform Federal Aid recipients who may withdraw from school to seriously consider the implications of this R2T4 policy. Students who are having difficulty in their classes should seek assistance through their instructors. Beauty Schools of America is committed to student success and to helping students stay in school and reach his/her educational goals.

Federal Title IV financial aid is returned in the order mandated by the U.S. Department of Education, in the following order:

- » Unsubsidized Federal Direct Loan
- » Subsidized Federal Direct Loan
- » Federal Direct PLUS Loans
- » Federal Pell Grants
- » Federal Supplemental Educational Opportunity Grant (FSEOG)
- » Other Title IV aid

All requests for refunds must be in writing and addressed to the Office of Student Accounts after the completed Withdrawal Form is submitted to the Registrar's Office.

OTHER FINANCIAL AID CONTACTS

- » Assumption Program of Loans for Education (APLE): 1-888 -224-7268 ext. 3
- » FAFSA 1-800-433-3243
- » IRS 1-800-829-1040
- » Selective Services 1-(847) 688-6888
- » Social Security Administration: 1-800-772-1213
- » US Department of Education: 1-800-433-3243

CAREER SERVICES DEPARTMENT

Beauty Schools of America's Career Services department makes every effort to assist its alumni in obtaining employment that will fully utilize their skills. Career Services assistance and job information is available without charge to all our current and former students. Each campus maintains a placement listing of current job openings in the area. Our Career Services department collaborates with salons, spas, hotels, barbershops, health clinics and renowned make-up and product companies in the industry. We take pride building professional relationships in order to benefit our students upon completion. The Career Services department is readily available to offer the following services:

- » Generate employment listings for assistant jobs, part-time, full-time and/or freelance positions
- » Help find the job that best interests the student/alumni
- » Set appointments for phone or in-person interviews
- » Act as a liaison between employer and student/alumni
- » Career advice and guidance
- » Motivation and ethical advice
- » Interview tips
- » Professional appearance suggestions
- » Assistance in writing Cover Letters
- » Résumé writing techniques
- » Mock interview activities
- » Field trips to salons and spas
- » Bring salons and spas to our classrooms - demos
- » Maintain communication with students and employers
- » Placement assistance

Although our Career Services department will provide you with the guidance and tools to succeed, it is essentially the student's responsibility to utilize the information effectively. Career Services is a joint effort between the school and student. The school does not guarantee or promise employment to any student or alumni. Our Career Services Representatives are in charge of opening position in the Beauty Industry, positions such as:

- » Stylist
- » Assistant Stylist
- » Massage Therapist
- » Medical Assistant Esthetician
- » Nail Technician
- » Electrolysis-Laser
- » Spa Attendant
- » Front Desk
- » Barber
- » Salon Manager
- » Freelance Stylist and Make-Up Artist
- » Wax Specialist
- » Full Specialist
- » Educator

NOTE: Completing a course or program in a language other than English may reduce employability where English is required.

MISREPRESENTATION POLICY

Beauty Schools of America holds integrity as one of its fundamental core values. As such, the institution is committed to truthful representation in all of the institution's communications. This includes information published or communicated to students, prospective students and their families regarding our programs, financial charges, and employability of graduates, as well as honest and open communication with the US Department of Education and the Council on Occupational Education (COE). No employee may misrepresent the BSA academic programs, financial charges or employability of graduates. Misrepresentation refers to any false, erroneous or misleading statement, or a statement that has the likelihood or tendency to mislead or confuse. A substantial misrepresentation is one on which the person to whom it was made can reasonably be expected to rely, or has reasonably relied, to that person's detriment.

PRIVACY OF STUDENT RECORDS

– FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) afford eligible certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Beauty Schools of America receives a request for access. A student should submit to the Registrar, or Campus Director, a written requests that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records must be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request an amendment or the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under *FERPA*.
3. A student who wishes to ask the school to amend a record should write to the school official responsible for the record, clearly identifying the part of the record the student wants changed, and specifying why it should be changed. If the school decides not to amend the record as requested, the school will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding hearing procedures will be provided to the student when notified of the right to a hearing.
4. If the school does not make an amendment to the student file the student may request a statement be included in the file regarding the information they wanted changed.
5. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that *FERPA* authorizes disclosure without consent.

Generally, schools must have written permission from the parent 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:

- » School officials with legitimate educational interests;
- » Other schools to which a student is transferring;
- » Appropriate parties 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;
- » State and local authorities, within a juvenile justice system, pursuant to specific state laws;
- » Parent of a dependent student as defined by the IRS; and
- » Parent of a student under 21 regarding the violation of a law relating to alcohol or abuse

6. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of *FERPA*. The name and address of the office that administers *FERPA* is: **Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.**

DISCLOSURES TO SCHOOL OFFICIALS

Some of these disclosures may be made to officials at your school or another school who have legitimate interest in the student's record. Typically, these might be admissions records, grades, or financial aid records. Disclosures may be made to:

- » Other school officials, including teachers, within the school whom the school has determined to have legitimate educational interests.
- » To officials at another postsecondary school or school system, where the student receives services or seeks to enroll.

DISCLOSURES TO GOVERNMENT AGENCIES

Disclosures may be made to authorized representatives of the U.S. Department of Education for audit, evaluation, and enforcement purposes. Authorized representatives includes employees of the Department such as employees of the Office of Federal Student Aid, the Office of Postsecondary Education, the Office of Civil Rights, and the National Center of Educational Statistics as well as firms that are under the contract to the Department to perform certain administrative functions or studies. In addition:

Disclosures may be made if it is in connection with financial aid that the student has received or applied for. Such a disclosure may only be made if the student information is needed to determine the amount of the aid, or to enforce the terms and conditions of the aid.

A school may release personally identifiable information of an F, J, or M nonimmigrant student to the U.S. Immigrations and Customs Enforcement, (formally the Immigration and Naturalization Service) in compliance with the Student Exchange Visitor Information System (SEVIS) program without violating *FERPA*.

DISCLOSURES IN RESPONSE TO SUBPOENAS OR COURT ORDERS

FERPA permits schools to disclose educational records, without the student's consent, in order to comply with a lawfully issued subpoena or court order. In most cases, the school must make a reasonable effort to notify the student who is the subject of the subpoena or court order before complying, so that the student may seek

protective action. However, the school does not have to notify the student if the court or issuing agency has prohibited such disclosures. A school may also disclose information from educational records, without the consent or knowledge of the student, to the representative of the U.S Department of Justice in response to an *ex parte* order issued in connection with the investigations of crimes of terrorism.

DOCUMENTING THE DISCLOSURE OF INFORMATION

Except as noted below, the school must keep a record of each request for access and each disclosure of personable identifiable student information. The record must identify the parties who requested the information and their legitimate interest in the information. This record must be maintained in the student's file as long as the educational records themselves are kept.

STUDENT RECORDS

The school maintains permanent student records and guarantees the right of students to gain access to their files. A written request is required and an appointment must be scheduled for the Registrar or Financial Aid department to review the records with the student. All grades, services, hours and student accounts are recorded and kept on file. The school recognizes the right to privacy; therefore, no information on a student will be released without the written permission of the student. Notification of rights under the Family Educational Rights and Privacy Act (FERPA) is available in the Financial Aid department.

DIRECTORY INFORMATION

Some information in the student education records are defined as directory information under *FERPA*. Under a strict reading of *FERPA*, the school may disclose this type of information without the written consent of the student. However, the student can exercise the option to restrict the release of directory information by submitting a formal request to the school to limit disclosure. Directory Information may include, but is not limited to:

- » Name
- » Address
- » Phone number
- » E-mail address
- » Dates of attendance
- » Degree(s) awarded
- » Enrollment status
- » Major field of study

NON-DIRECTORY INFORMATION

Non-directory Information is any education record not considered directory information. Non-directory information must not be released to anyone, including parents of the student, without the prior written consent of the student. Further, faculty and staff can access non-directory information only if they have a legitimate academic need to do so. Non-directory Information may include:

- » Social Security numbers
- » Date of birth
- » Student Identification numbers
- » Place of birth

- » Race, ethnicity, and/or nationality
- » Gender
- » Transcripts, grade reports
- » Biometric records (ex; fingerprints, eye scans, DNA, handwriting, etc)

WRITTEN CONSENT INFORMATION

In general, a student must provide a signed and dated written consent before an education agency or school can legitimately disclose non-directory information from the student's education records.

The written consent must:

Specify the records that may be disclosed.

State the purpose of the disclosure.

Identify the party or class of parties to whom the disclosure may be made, and be signed and dated.

When a disclosure is made:

If a parent or eligible student so request, the school must provide him or her with a copy of the records disclosed, and if the parent of a student who is not an eligible student so requests, the school must provide the student with a copy of the records disclosed.

If the consent is given electronically, the consent form must:

Identifies and authenticates a particular person as the source of the electronic consent.

Indicates such person's approval of the information contained in the electronic consent.

Prior written consent is not required when disclosure is made directly to the student or to other school officials within the same institution where there is a legitimate educational interest. A legitimate educational interest may include enrollment or transfer matters, financial aid issues, or information requested by regional accrediting organizations.

Institutions do not need prior written consent to disclose non-directory information where the health and safety of the student is at issue, when complying with a judicial order or subpoena, or where, as a result of a crime of violence, a disciplinary hearing was conducted by the school, a final decision was recorded, and the alleged victim seeks disclosure.

In order for institutions to be able to disseminate non-directory information in these instances, *FERPA* requires that institutions annually publish the policies and procedures that they will follow in order to meet *FERPA* guidelines

STUDENT BODY DIVERSITY

Pursuant to the *Higher Education Opportunity Act (HEOA) of 2008*, Colleges and Universities must make available to current and prospective students information about student body diversity, including the percentage of enrolled full-time students who are male, female, self-identified members of a major racial or ethnic group, and those who receive a Federal Pell Grant. The information is as follows:

Male – 17%

Female - 83%

American Indian or Alaska Native – 0% Asian – 0%
Black or African American – 32% Hispanic/ Latino – 67%
Native Hawaiian or other Pacific – 0% White – 1%
Two or More Races – 0%
Race and ethnicity unknown – 0% Nonresident alien – 0%
First-time Undergraduate Pell recipients – 65%

STUDENTS RIGHT-TO-KNOW ACT

Beauty Schools of America is pleased to provide the following information regarding our institution's graduation and completion rates. The information is provided in compliance with *the Higher Education Act of 1965*, as amended. Students *Right-to-Know Act* is a federal policy which mandates that all schools participating in Title IV programs provide the information to its students.

The following is the four year average from 2009-2012 graduation and completion rate reported in IPEDS for our main and branch campuses for cohort year 2012.

GRADUATION RATES:

Hialeah Campus – 65% Miami
Campus – 68%
North Miami Beach – 67%
Homestead – 66%

STUDENT CONSUMER RIGHTS

You have the right to:

- » Know the names of the institution accrediting/licensing organizations.
- » Ask about programs offered, facilities, and faculty.
- » Know what special facilities and services are available to students with disabilities.
- » Be treated equally in academic and social settings.
- » Have the expectation of a positive learning environment.
- » Know academic requirements and to be evaluated fairly.
- » Equal educational opportunity and freedom from discrimination because of race, religion, sex, national origin, economic status, marital status, sexual orientation, pregnancy, previous arrest or incarceration, or a physical, mental, or sensory handicap.
- » Procedural due process whenever you are subject to disciplinary action, suspension, or dismissal by school authorities.
- » Know the process to address and file a grievance.

STUDENT RESPONSIBILITIES

It is your responsibility to:

- » Review and consider all the information about the school's programs before you enroll.
- » Attend school daily and be on time to all classes and pursue your course studies.
- » Be aware of all the rules governing student behavior and to conduct yourself accordingly.
- » Submit to reasonable corrective action or punishment imposed by school authorities.
- » Express your opinions and ideas in a respectful manner so as not to libel or slander others.
- » Conduct yourself in a manner that will not disrupt yours or the education of fellow students.
Comply with lawful instructions of school employees in the performance of their duties.

- » To notify the school officials if a condition exists which is in violation of a student's
 - rights, institutional policies, standards and/or procedures.

VACCINATION POLICY

Although not a requirement to gain admissions into the school, BSA strongly recommends for young adults to be up to date with the following immunizations listed below:

MMR (Measles, Mumps, Rubella) – Measles, mumps and rubella are serious diseases.

The Measles virus can cause rash, coughing, runny nose, eye irritation and fever. It can lead to ear infection, pneumonia, seizures (jerking and staring), brain damage, and death.

Mumps virus causes fever, headache, and swollen glands. It can lead to deafness, meningitis (infection of the brain and spinal cord covering), painful swelling of the testicles or ovaries, and, even death. Rubella Virus (German Measles) can cause rash, mild fever, and arthritis (mostly in women). If a woman gets rubella while she is pregnant, she could have a miscarriage or her baby could be born with serious birth defects. You or your child could catch these diseases by being around someone who has them. They can be contracted by another person through the air. Measles, Mumps and Rubella (MMR) vaccine can prevent these diseases. Children should get 2 doses of MMR Vaccine, the first at 12-15 months of age and the second at 4-6 years of age. These are recommended ages. Children can get the second dose at any age, as long as it is 28 days after the first dose.

Meningococcal Meningitis – Meningococcal disease is a serious bacterial illness. It is a leading cause of bacterial meningitis in children 2 through 18 years old in the United States. Meningitis is an infection of the fluid surrounding the brain and spinal cord. Meningococcal disease also causes blood infections. Anyone can get meningococcal disease, but it is most common in infants less than one year of age and people with certain medical conditions, such as a lack of a spleen. College freshmen who live in dormitories and teenagers 15-19 have an increased risk of getting meningococcal disease. There are two kinds of meningococcal vaccines in the U.S. Meningococcal conjugate vaccine (MCV4) was licensed in 2005. It is the preferred vaccine for people 2 through 55 years of age. Meningococcal Polysaccharide Vaccine (MPSV4) has been available since the 1970s. It may be used if MCV4 is not available, and is the only meningococcal vaccine licensed for people older than 55. Children 2 years of age and older should get 1 dose. Sometimes a second dose is recommended for people who remain at high risk. MPSV4 may be recommended for children 3 months to 2 years of age under special circumstances. These children should get 2 doses, 3 months apart.

Hepatitis B – Hepatitis B is a serious disease that affects the liver. It is caused by the Hepatitis B Virus (HBV). HBV can cause acute (short-term) illness and can lead to loss of appetite, diarrhea and vomiting, tiredness, jaundice (yellow skin and eyes), pain in muscles, joints, and stomach. Acute illness is more common in adults. Children who become infected usually do not have acute illness. Chronic (long-term) infection can cause some people to go on and develop chronic HBV infection. This can be very serious, and often leads to liver damage (cirrhosis), liver cancer and death. Chronic infection is more common among infants and children than among adults. People who are infected can spread HBV to others, even if they don't appear sick. The Hepatitis B virus can spread through contact with the blood or other bodily fluids of an infected person. The Hepatitis B vaccine can prevent Hepatitis B, and the serious consequences of HBV infection, including liver cancer and cirrhosis. All children should get their first dose of hepatitis B vaccine at birth and should have completed the vaccine series by 6 to 18 months of age. Children and adolescents through 18 years of age who did not get the vaccine when they were younger should also be vaccinated.

TITLE IX – KNOW YOUR RIGHTS

Beauty School of America is dedicated to creating and fostering a learning environment where all members of our community can thrive. BSA maintains a zero tolerance policy on sexual harassment, sexual misconduct, sexual assault, relationship (dating and domestic) violence and stalking. The University provides resources and reporting options to students, faculty and staff to address concerns related to sexual harassment and sexual violence prohibited by Title IX and University policy.

To file a complaint or for more information, please contact the Title IX Coordinator:

Ashley Rebstock
Title IX Coordinator
Beauty Schools of America
1176 SW 67th Ave
Miami, FL 33144
(305) 824-2200
arebstock@bsa.edu

POLICIES AND SANCTIONS RELATED TO COPYRIGHT INFRINGEMENT

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Copyright infringement can subject the student to criminal and civil liabilities. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or statutory damages at no less than \$750.00, and no more than \$30,000. For willful and malicious conduct, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorney fees. Criminal penalties can also apply, up to and including imprisonment for five years, and fines up to \$250,000 dollars. Violations of this policy are subject to disciplinary action, probation, legal proceeding, suspension, up to and/or including termination and expulsion. For details, see Title 17, Sections 504 and 505 of the United States Code.

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Violations of this policy are subject to disciplinary action, probation, legal proceeding, suspension, up to and/or including termination and expulsion.

HEALTH AND SAFETY INFORMATION

Campus Safety / Crime Statistics and BSA Drug and Alcohol Prevention Program. Click here <https://www.bsa.edu/wp-content/uploads/2019/01/Beauty-Schools-of-America-Campus-Security-Policies-and-Procedures-HandbookFinal2019.pdf>

VOTER REGISTRATION

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