



RACE

Renaissance Academie
Cosmetology and Esthetics

2025
SCHOOL
CATALOG

RENAISSANCE ACADEMIE COSMETOLOGY AND ESTHETICS

1460 N. MOON RIVER DRIVE, PROVO UTAH 84604

Renaissance Academie Cosmetology and Esthetics
will also be referenced
as RACE throughout the catalog.

Table of Contents

Admissions	pg. 3
Transfer Policy	pg. 4
Student Outcomes	pg. 4
Methods of Payment	pg. 5
Federal Student Aid	pg. 6
Programs of Study	pgs. 7-12
Prerequisites for Employment	pgs. 13-14
COURSE OUTLINES	
Cosmetology/Barber	pgs. 15-18
Cosmetology/Barber Distant Education	pgs. 19-23
Hair Design Distant Education	pg. 24-27
Master Esthetics	pgs. 28-30
Master Esthetics Distant Education	pgs. 31-34
Basic Esthetics	pgs. 35-37
Basic Esthetics Distant Education	pgs. 38-41
Lash & Brow Technology	pgs. 42-46
Nail Technology	pgs. 47-49
Nail Technology Distant Education	pgs. 50-53
Graduation Requirements, State Licensing & Job Placement	pg. 54-55
Facility	pg. 56
Academic Calendar	pg. 57
Administration & Staff	pg. 58
GENERAL POLICIES & PROCEDURES	
Satisfactory Academic Policy	pgs. 59-64
Student Access to Files & Student Privacy	pgs. 65-66
Student Grievance Policy	pg. 67
Refund Policy	pgs. 68-70
Leave of Absence Policy	pg. 71-72
General Policies	pg. 72-74
Non-Discrimination & Sexual Harassment Policies	pg. 74-77
State License Reciprocity Disclosure	pg. 77

Mission

Our mission is to provide students with all the tools necessary to properly prepare them for employment upon graduation.

At Renaissance Academie Cosmetology and Esthetics, we focus on a comprehensive educational curriculum designed to give students the skills, experience, and confidence to unlock their potential and achieve their goals.



Admissions

RACE requires each student enrolling within any education program to provide the following:

Proof of secondary education such as a diploma, GED certificate, an official transcript showing secondary school completion, or a state certification of home school certification.

Proof of age ex. Driver's license, birth certificate, government-issued identification.

High school students may only be enrolled through a Training Agreement, as established with the applicable high school/district

VALIDATION OF HIGH SCHOOL COMPLETION

If there is reason to believe that a high school diploma is not valid or was not obtained from an entity that provides secondary school education RACE will implement the following process:

1. Request submission of documentation directly from the secondary school that confirms the validity of the student's diploma.
2. Request documentation from the relevant department or agency within the state in which the secondary school is located to confirm that the secondary school is recognized as a provider of secondary school education.

FOREIGN DIPLOMA

Should an enrolling student provide a foreign high school diploma, RACE will work with the student to obtain an English translation of the document along with confirmation that the education received is equivalent to a U.S. high school diploma. This documentation must come from a qualified outside agency.

NON DISCRIMINATION

In compliance with federal, state, and local government requirements, RACE does not discriminate against any individual based on age, sex, race, color, religion, national and ethnic origin, handicap, or sexual orientation in the administration of its educational programs, school-administered programs, and publications, or employment practices nor does it recruit students already attending or admitted to another school offering similar programs of study.



Transfer Policy

RACE accepts transfer students and shall determine the number of hours to accept toward graduation based upon an evaluation of the student's level of training.

Students must provide an official transcript of hours accumulated at the previous school. These hours will be deducted from the state-required course hours and the remaining hour balance will be the number of hours RACE may contract to supply.

Tuition will be determined by the hourly rate at the time of the transfer multiplied by the hours required.

Any necessary tools, books, or equipment will be added to the contracted tuition fee.

The student will determine their financial aid or school payment plan before they are allowed to begin their course of study.

RACE does not recruit students already attending or admitted to another school offering a similar program of study.

RE-ENTRY

Tuition for re-entry will be determined upon rates current at the time of re-entry and will apply to the balance of training hours needed for students who re-enroll more than 30 days after the formal withdrawal date unless mitigating circumstances apply.

2023 STUDENT OUTCOME RATES

PROGRAM	GRADUATION	PLACEMENT	LICENSING
OVERALL INSTITUTIONAL RATES	88.00%	80.89%	99.40%
Cosmetology/Barber	71.88%	90.91%	100%
Cosmetology/Barber Distant Education	81.25%	90.91%	100%
Master Esthetics Distant Education	86.67%	84.62%	100%
Basic Esthetics Distant Education	81.08%	62.50%	96.15%
Nail Technology Distant Education	97.00%	81.61%	100.0%

****Lash & Brow Technology was not offered during this reporting range.**

Methods of Payment

PRIVATE LENDING

Local banks and credit unions often provide 100% financing through their student-based loans or line of credit. Contact your institution to determine their student options. Students who participate in private educational loans may be required to complete a self-certification form. RACE does not have arrangements with a preferred lender and does not endorse any one lender.

STATE GRANTS

RACE will certify enrollment for Utah Department of Workforce Services <http://jobs.utah.gov/> and Utah State Office of Rehabilitation <http://www.usor.utah.gov/>.

PERSONAL PAYMENT PLAN

Students may pay for their education through a personal payment plan. Students participating in personal payments will pay their student kit upon enrollment and monthly payments towards tuition. Tuition may be divided over the duration of the student's enrollment but must be paid in full before a formal release of student hours. Students may use cash, check, or credit card for their determined payment plan option.

SCHOLARSHIP and FEE WAIVERS

RACE may periodically grant a scholarship or fee waiver to a student, which may be based on merit or need. The decision is made by two or more faculty members. All decisions are final and may not be appealed.

Scholarships are a great way to supplement educational costs. There are many scholarships available for students pursuing a license in the field of cosmetology. Below is a list of some of the available scholarships. Please follow the links for complete information on the scholarships, or contact our Admissions Department.

INDUSTRY SCHOLARSHIPS

In addition, students can find scholarships that are available from their local community organizations and their local high school guidance office. All awarded scholarships a student receives from other organizations will be applied to the student's account as required by that awarded scholarships criteria.

Fashion Rage- \$500 Scholarships www.baraboofashionrage.com

Sport Clips Scholarship- \$1,000 Scholarships www.sportsclips.com

OPI Scholarships- \$500 Scholarships www.opi.com

Aurie J. Gosnell Scholarship - \$1,250 Scholarships www.nictesting.org

Great Clips <http://www.greatclips.com/stylists> scholarship -program

Education Rocks www.kathyjager.com

The Joe Francis Haircare Scholarship www.joefrancis.com

Federal Student Aid

Federal Student Aid options are available to qualifying students in the following programs:

- Cosmetology/Barber
- Hair Design
- Master Esthetics
- Basic Esthetics

*Eligible programs must be a minimum of 600+

Federal Pell Grants

Pell Grants are considered to be the first source of aid to the student. To receive a Pell Grant, a student must first complete the FAFSA. Additionally, a student must complete any other required items, which could include verification. The minimum and maximum award amounts are determined annually by the Federal Government. The students' award amount is based upon the EFC, the cost of attendance, and the payment schedule issued by the U.S. Department of Education. For continued eligibility for a Federal Pell Grant, a student must meet satisfactory academic progress each semester and continue to meet all other eligibility requirements. A student must complete a new FAFSA and other application requirements each award year.

Federal Direct Loans

Federal Direct Loans are low-interest loans for students and parents to help pay for the cost of a student's education. The lender is the U.S. Department of Education, though the servicer the student will work with can be a private business. There are three types of Direct Loans: Subsidized, Unsubsidized, and PLUS. To receive a Federal Direct Loan, a student must first complete the FAFSA. Additionally, a student must complete any other required items, which could include verification. Once awarded, students must sign to accept the loan awards, confirming that the student wants the loan with the exception of PLUS loans, as your application for these loans indicates an acceptance. Students must be enrolled a minimum of 20 hours per week and have met all other financial aid requirements before loans can be disbursed. For continued eligibility for Federal Direct Loans, a student must meet satisfactory academic progress each semester and continue to meet all other eligibility requirements. A student must complete a new FAFSA and other application requirements each award year. If necessary, the student (or parent, for Parent PLUS loan) will need to e-sign a Master Promissory Note (MPN) at www.studentloans.gov. This can be completed approximately three business days after the student accepts their loans. Students must also complete entrance loan counseling at www.studentloans.gov. If a student elects to cancel all or part of their loan before disbursement, they must notify the federal aid office before the scheduled disbursement. If the student opts to cancel all or part of their loan after the funds have already been disbursed, students may meet with the federal aid office with the funds to be returned. If 120 days have elapsed since the loan was disbursed, the funds cannot be returned to RACE and must be returned directly to the servicer of the loan.

Cosmetology/Barber

COSMETOLOGY/BARBER

COSMETOLOGY/BARBER DISTANT EDUCATION

1600 Hours

Learn the art of precision haircutting, barbering, creative hair coloring, chemical texture, skincare, nail care, makeup, extensions and so much more.

Tuition \$18,500.00

Text Book & Supplies \$2,498.00

Application Fee \$75.00

Total Investment \$21,073.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame

46 weeks 1600 Hours

Maximum Time Frames

69 weeks or 2400 Hours

30 hours per week

Minimum Time Frame

54 weeks 1600 Hours

Maximum Time Frame

81 weeks or 2400 Hours

Part-Time 20 hrs. per week

Minimum Time Frame

80 weeks 1600 Hours

Maximum Time Frame

120 weeks or 2400 Hours

Federal Student Aid available for qualifying students.



Hair Design



HAIR DESIGN DISTANT EDUCATION

1200 Hours

Learn the art of color, precision haircutting, chemical texture, formal styling, and other specialty techniques.

Tuition \$15,300.00

Text Book & Supplies \$1,800.00

Application Fee \$75.00

Total Investment \$17,175.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame
Frames

35 weeks 1200 Hours
Hours

Maximum Time

52 weeks or 1800

30 hours per week

Minimum Time Frame
Time Frame

40 weeks 1200 Hours
1800 Hours

Maximum

60 weeks or

Part-Time 20 hrs. per week

Minimum Time Frame
Frame

60 weeks 1200 Hours
Hours

Maximum Time

90 weeks or 1800

Federal Student Aid available for qualifying students.

Master Esthetics

MASTER ESTHETICS

MASTER ESTHETICS DISTANT EDUCATION

1200 Hours

Study advanced techniques including microdermabrasion and laser to enhance the natural beauty of the skin.

Tuition \$15,688.00

Text Book and Supplies \$2,510.00

Application Fee \$75.00

Total Investment \$18,273.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame	Maximum Time Frames
35 weeks 1200 Hours	52 weeks or 1800 Hours

30 hours per week

Minimum Time Frame	Maximum Time Frame
40 weeks 1200 Hours	60 weeks or 1800 Hours

Part-Time 20 hrs. per week

Minimum Time Frame	Maximum Time Frame
60 weeks 1200 Hours	90 weeks or 1800 Hours

Federal Student Aid available for qualifying students.



Basic Esthetics



BASIC ESTHETICS

BASIC ESTHETICS DISTANT EDUCATION

600 Hours

Train hands-on in professional techniques and the latest skincare innovations and technologies.

Tuition \$8,448.00

Text Book and Supplies \$1,900.00

Application Fee \$75.00

Total Investment \$10,423.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame

Frames

18 weeks 600 Hours

Hours

Maximum Time

26 weeks or 900

30 hours per week

Minimum Time Frame

Frame

20 weeks 600 Hours

Hours

Maximum Time

30 weeks or 900

Part-Time 20 hrs. per week

Minimum Time Frame

Frame

30 weeks 600 Hours

Hours

Maximum Time

45 weeks or 900

Federal Student Aid available for qualifying students.

Lash & Brows

LASH & BROW TECHNOLOGY DISTANT EDUCATION

100 Hours

Master the craft of lash and brow technology, delving into the intricacies of lash enhancing the natural beauty of eyes and eyebrows. Learn advanced techniques in lash extensions, brow shaping, and tinting to create stunning looks tailored to each client's preferences.

Tuition \$1,500.00

Text Book and Supplies \$2,495.00

Application Fee \$75.00

Total Investment \$4,070.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

Part-Time 20 hrs. per week

Minimum Time Frame

5 weeks 100 Hours

Maximum Time Frame

12.5 weeks or 250 Hours



Personal payment plans are available for students enrolled in this program—please contact us for details.

Nail Technology

NAIL TECHNOLOGY

NAIL TECHNOLOGY DISTANT EDUCATION

300 Hours

Master the art of manicures, pedicures, and massage techniques for hands, arms, and feet. Study nail design and artistry and the importance of safety, sterilization, and sanitation.

Tuition \$3,995.00

Text Book and Supplies \$1,645.00

Application Fee \$75.00

Total Investment \$5,715.00

Total investment is subject to change, current costs at the time of the student's actual start date will be applied to the enrollment agreement.

PROGRAM LENGTH

Part-Time 25 hours per week

Minimum Time Frame

12 weeks 300 Hours

Maximum Time Frame

18 weeks or 450 Hours

Part-Time 20 hrs. per week

Minimum Time Frame

15 weeks 600 Hours

Maximum Time Frame

22.5 weeks or 450 Hours

Personal payment plans are available for students enrolled in this program—please contact us for details.



Prerequisites

PREREQUISITES FOR EMPLOYMENT

COSMETOLOGY/BARBER and COSMETOLOGY/BARBER DISTANT EDUCATION

HAIR DESIGN DISTANT EDUCATION

Knowledge

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Chemistry — Knowledge of the chemical composition, structure, and properties of substances and of the chemical processes and transformations that they undergo. This includes uses of chemicals and their interactions, danger signs, production techniques, and disposal methods.

Skills

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Service Orientation — Actively looking for ways to help people.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.

Active Learning — Understanding the implications of new information for both current and future problem solving and decision-making.

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

Complex Problem Solving — Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Coordination — Adjusting actions in relation to others actions.

MASTER ESTHETICS and MASTER ESTHETICS DISTANCE EDUCATION

BASIC ESTHETICS and BASIC ESTHETICS DISTANCE EDUCATION

LASH & BROW TECHNOLOGY DISTANCE EDUCATION

Knowledge

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services.

This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

Sales and Marketing — Knowledge of principles and methods for showing, promoting, and selling products or services. This includes marketing strategy and tactics, product demonstration, sales techniques, and sales control systems.

Skills

Speaking — Talking to others to convey information effectively.

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made,

asking questions as appropriate, and not interrupting at inappropriate times.

Service Orientation — Actively looking for ways to help people. Monitoring — Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.

Active Learning — Understanding the implications of new information for both current and future problem-solving and decision-making.

Reading Comprehension — Understanding written sentences and paragraphs in work-related documents.

Coordination — Adjusting actions in relation to others' actions.

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.

Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

NAIL TECHNOLOGY and NAIL TECHNOLOGY DISTANT EDUCATION

Knowledge

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services.

This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction

Skills

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

Service Orientation — Actively looking for ways to help people.

Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

Speaking — Talking to others to convey information effectively.

Abilities

Near Vision — The ability to see details at close range (within a few feet of the observer).

Arm-Hand Steadiness — The ability to keep your hand and arm steady while moving your arm or while holding your arm and hand in one position.

Finger Dexterity — The ability to make precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects.

Manual Dexterity — The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.

Oral Expression — The ability to communicate information and ideas in speaking so others will understand.

Speech Recognition — The ability to identify and understand the speech of another person

CAREER OPPORTUNITIES

Cosmetology/Barber, Hair Design, Master Esthetics, Basic Esthetics, Lash & Brow Technology, and Nail Technology

Hair Stylist * Esthetician * Makeup Artist * Lash Tech * Manicurist

Nail Artist * Sales Representative * Permanent Waving Specialist * Hair Coloring Specialist * Salon/Spa Manager * Salon/Spa Owner

* Industry Educator * Consultant/Trainer * School Owner * Paramedical Esthetician * State Board Member or Inspector * Freelance Artist

COSMETOLOGY/BARBER PROGRAM OUTLINE

1600 Hours

PROGRAM DESCRIPTION

The Cosmetology/Barber program offers 1600 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the cosmetology/barber industry including permanent waving and relaxing, shampooing, hairstyling, haircutting, clipper cutting, facials, makeup application, scalp treatments, hair coloring, manicuring, and all other necessary skills within the beauty industry essential to being a successful cosmetologist and barber.

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including hairstyling, shaping, haircutting, barbering, bleaching, tinting, chemical reformation, scalp/hair conditioning, and extensions.
- Perform the basic analytical skills to determine proper makeup, hairstyle, and color application for the client's best overall look.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, trends, fashions, and methods for career development in cosmetology and related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the educational program.

Discussion- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.

Question and Answer- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.

Demonstration- Important to increase students' understanding of the proper practical application of a concept or technique being presented.

Cooperative Learning- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.

Brainstorming- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally

Interactive Lecture- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

Individual Instruction- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.

Class Presentations- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.

Guest Speakers- Provides students with access to what is currently happening within the field and professional networking opportunities.

Worksheets- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.

Role-Playing- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory completed by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics to be making satisfactory progress standards.

COSMETOLOGY/BARBER PROGRAM OUTLINE

1600 Campus Hours

On Campus	SUBJECT/UNIT	On Campus	SUBJECT/UNIT
4	Course Orientation and Curriculum Overview		
FOUNDATIONS (General Education Units)			
32	Life Skills	53	Hairstyling Implements & Tools Thermal Straightening & Styling Wet Hairstyling
	Professional Image	21	Braiding & Braid Extensions
27	Professional Ethics	16	Wigs & Hair Additions
	Professional Associations		Chemical Texture Services Chemical Hair Relaxing
	Public Relations	58	Implements & Tools Permanent Waving
42	Communicating for Success		Hair Coloring Implements & Tools
37	The Healthy Professional	93	Hair Removal Implements & Tools Tweezing & Waxing
	Infection Control	37	
	Bacteriology		Facials & Skin Care Treatments Aroma Therapy
	Personal, Client & Salon Safety		Implements & Tools
53	Sanitation, Disinfection & Sterilization Methods & Procedures	56	Intro to Chemical Exfoliation & Chemical Reactions
	First Aid		Intro to Medical Devices
	CPR		Masks & Packs
			Massage of the Face & Neck
40	Chemistry & Chemical Safety		
	Chemistry of Cosmetics		Makeup Application
	Electricity & Electrical Safety		Cosmetic Products
40	Electrical & Light Therapy		Implement & Tools
	High Frequency, Galvanic & Heat Lamps	53	Lash & Brows Brow Lamination Lash Extensions Lash Lifts Tinting Lash & Brows
27	Career Planning		
	Developing a Clientele		
27	On the Job		
	The Beauty Business		
	Advertising		
27	Legal & Malpractice Liability		
	Regulatory Agencies		
	Tax Laws		
Cosmetology/Barber (Fundamental Education Units)			
	History & Career Opportunities		Manicuring Implement & Tools
	Cosmetology/Barber	58	Massage for Hand & Arms Natural Manicures Nail Art
22	Esthetics		
	Nail Technology		Pedicuring Natural Pedicures Massage for Legs & Feet
	Lash & Brow Technology	48	

53	General Anatomy & Physiology		Nail Extensions & Resin Systems
	Human Immune System		Implement & Tools
42	Skin Structure & Growth	48	Nail Tips
	Skin Analysis		Nail Wraps
42	Skin Disorders & Diseases		Liquid & Powder Nail Enhancements
	Nail Structure & Growth	37	Acrylic Nails
27	Nail Analysis		implement & Tools
27	Nail Diseases & Disorders		Light Cured Gels
	Hair & Scalp Properties	37	Implement & Tools
37	Scalp Analysis		STATE BOARD & EMPLOYMENT PREP
27	Hair & Scalp Disorders & Diseases		Licensing Rules & Regulations
	Principles of Hair Design	27	Preparation for state board written and practical examinations
42	Implements & Tools		PREPARING FOR EMPLOYMENT
	Hair Service Preparation		Professionalism
38	Draping & Client Protection	40	Resume Development
	Implements & Tools		Interview Preparation
	Haircutting		Job Search Skills
93	Barbering, Shaving, Mustache & Beard Design		INSTRUCTOR DISCRETION
	Clipper Cutting	112	To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.
	Scissor Cutting		



COSMETOLOGY/BARBER DISTANT EDUCATION PROGRAM OUTLINE

1600 Hours

1040 Practical on Campus

560 Remote/Distant Education

PROGRAM DESCRIPTION

The Cosmetology/Barber Distant Education program offers 1600 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the cosmetology/barber industry including permanent waving and relaxing, shampooing, hairstyling, haircutting, clipper cutting, facials, makeup application, scalp treatments, hair coloring, manicuring, and all other necessary skills within the beauty industry essential to being a successful cosmetologist and barber.

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including hairstyling, shaping, haircutting, barbering, bleaching, tinting, chemical reformation, scalp/hair conditioning, and extensions.
- Perform the basic analytical skills to determine proper makeup, hairstyle, and color application for the client's best overall look.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, trends, fashions, and methods for career development in cosmetology and related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the educational program.

PRACTICAL ON CAMPUS

Discussion- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.

Question and Answer- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.

Demonstration- Important to increase students' understanding of the proper practical application of a concept or technique being presented.

Remote learning-

Cooperative Learning- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends.

Encourages peer mentoring.

Brainstorming- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally

Interactive Lecture- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

Individual Instruction- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.

Class Presentations- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.

Guest Speakers- Provides students with access to what is currently happening within the field and professional networking opportunities.

Worksheets- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.

Role-Playing- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory completed by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics to be making satisfactory progress standards.

COSMETOLOGY/BARBER DISTANT EDUCATION PROGRAM OUTLINE

On Campus	DISTANT EDUCATION	SUBJECT/UNIT	On Campus	DISTANT EDUCATION	SUBJECT/UNIT
4		Course Orientation and Curriculum Overview			
FOUNDATIONS (General Education Units)			33	20	Hairstyling Implements & Tools Thermal Straightening & Styling Wet Hairstyling
20	12	Life Skills	13	8	Braiding & Braid Extensions
		Professional Image	17	10	Wigs & Hair Additions
17	10	Professional Ethics Professional Associations Public Relations			Chemical Texture Services Chemical Hair Relaxing Implements & Tools Permanent Waving
20	12	Communicating for Success	36	22	
23	14	The Healthy Professional	58	35	Hair Coloring Implements & Tools
		Infection Control Bacteriology Personal, Client & Salon Safety Sanitation, Disinfection & Sterilization Methods & Procedures First Aid CPR	23	14	Hair Removal Implements & Tools Tweezing & Waxing
33	20		36	22	Facials & Skin Care Treatments Aroma Therapy Implements & Tools Intro to Chemical Exfoliation & Chemical Reactions Intro to Medical Devices Masks & Packs Massage of the Face & Neck
25	15	Chemistry & Chemical Safety Chemistry of Cosmetics			
25	15	Electricity & Electrical Safety Electrical & Light Therapy High Frequency, Galvanic & Heat Lamps			Makeup Application Cosmetic Products Implement & Tools
17	10	Career Planning Developing a Clientele			Lash & Brows Brow Lamination Lash Extensions Lash Lifts Tinting Lash & Brows
17	10	On the Job	33	20	
		The Beauty Business Advertising Legal & Malpractice Liability Regulatory Agencies Tax Laws			
17	10				
Cosmetology/Barber (Fundamental Education Units)					Manicuring Implement & Tools Massage for Hand & Arms Natural Manicures Nail Art
		History & Career Opportunities Cosmetology/Barber Esthetics Nail Technology Lash & Brow Technology	36	22	
20	12		30	18	Pedicuring Natural Pedicures Massage for Legs & Feet



Renaissance Academie
Cosmetology and Esthetics

33	20	General Anatomy & Physiology Human Immune System	30	18	Nail Extensions & Resin Systems Implement & Tools
26	16	Skin Structure & Growth Skin Analysis			Nail Tips Nail Wraps
26	16	Skin Disorders & Diseases			Liquid & Powder Nail Enhancements
17	10	Nail Structure & Growth Nail Analysis	23	14	Acrylic Nails implement & Tools
17	10	Nail Diseases & Disorders			Light Cured Gels Implement & Tools
23	14	Hair & Scalp Properties Scalp Analysis	23	14	STATE BOARD & EMPLOYMENT PREP
17	10	Hair & Scalp Disorders & Diseases			Licensing Rules & Regulations
20	12	Principles of Hair Design Implements & Tools	17	10	Preparation for state board written and practical examinations
23	14	Hair Service Preparation Draping & Client Protection Implements & Tools			PREPARING FOR EMPLOYMENT Professionalism Resume Development Interview Preparation Job Search Skills
58	35	Haircutting Barbering, Shaving, Mustache & Beard Design Clipper Cutting Scissor Cutting	24	16	
			112		INSTRUCTOR DISCRETION To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.

HAIR DESIGN DISTANT EDUCATION PROGRAM OUTLINE

1200 Hours

780 Practical on Campus

420 Remote/Distant Education

PROGRAM DESCRIPTION

The Hair Design Distant Education program offers 1200 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the cosmetology including permanent waving and relaxing, shampooing, hairstyling, precision haircutting, scalp treatments, hair coloring, and all other necessary skills within the beauty industry essential to being a successful Hair Designer..

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including hairstyling, shaping, haircutting, barbering, bleaching, tinting, chemical reformation, scalp/hair conditioning, and extensions.
- Perform the basic analytical skills to determine proper makeup, hairstyle, and color application for the client's best overall look.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, trends, fashions, and methods for career development in cosmetology and related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the educational program.

PRACTICAL ON CAMPUS

Discussion- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.

Question and Answer- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.

Demonstration- Important to increase students' understanding of the proper practical application of a concept or technique being presented.

Remote learning-

Cooperative Learning- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.

Brainstorming- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally

Interactive Lecture- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

Individual Instruction- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.

Class Presentations- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.

Guest Speakers- Provides students with access to what is currently happening within the field and professional networking opportunities.

Worksheets- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.

Role-Playing- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics to be making satisfactory progress standards.

HAIR DESIGN DISTANT EDUCATION PROGRAM OUTLINE

On Campus	DISTANT EDUCATION	SUBJECT/UNIT	On Campus	DISTANT EDUCATION	SUBJECT/UNIT
4 Course Orientation and Curriculum Overview					
FOUNDATIONS (General Education Units)			23	14	Hair Service Preparation Draping & Client Protection Implements & Tools
20	12	Life Skills			Haircutting Barbering, Shaving, Mustache & Beard Design
		Professional Image	58	35	Clipper Cutting Scissor Cutting
17	10	Professional Ethics Professional Associations Public Relations			Hairstyling Implements & Tools Thermal Straightening & Styling Wet Hairstyling
20	12	Communicating for Success	33	20	
23	10	The Healthy Professional	13	8	Braiding & Braid Extensions
		Infection Control	16	10	Wigs & Hair Additions
		Bacteriology			Chemical Texture Services Chemical Hair Relaxing Implements & Tools Permanent Waving
33	20	Personal, Client & Salon Safety Sanitation, Disinfection & Sterilization Methods & Procedures First Aid CPR	36	22	Hair Coloring Implements & Tools
		Chemistry & Chemical Safety	58	35	Principles of Hair Design Implements & Tools
25	15	Chemistry of Cosmetics	20	12	
25	12	Electricity & Electrical Safety			Hair Service Preparation Draping & Client Protection Implements & Tools
17	10	Career Planning	23	14	
		Developing a Clientele			Haircutting Barbering, Shaving, Mustache & Beard Design Clipper Cutting Scissor Cutting
17	10	On the Job			
		The Beauty Business	58	35	
		Advertising			STATE BOARD & EMPLOYMENT PREP Licensing Rules & Regulations Preparation for state board written and practical examinations
17	10	Legal & Malpractice Liability Regulatory Agencies Tax Laws			PREPARING FOR EMPLOYMENT Professionalism Resume Development Interview Preparation Job Search Skills
Cosmetology/Barber (Fundamental Education Units)			17	10	
20	12	History & Career Opportunities Hair Design			INSTRUCTOR DISCRETION To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.
33	20	General Anatomy & Physiology Human Immune System	24	16	
23	14	Hair & Scalp Properties Scalp Analysis			
17	10	Hair & Scalp Disorders & Diseases			
20	12	Principles of Hair Design Implements & Tools			

MASTER ESTHETICS PROGRAM OUTLINE

1200 Hours

PROGRAM DESCRIPTION

The Master Esthetics program offers 1200 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the esthetics industry including spa manicures, advanced pedicures, European facials, facial and body waxing, chemical skin treatments, laser hair removal, and all other necessary skills within the beauty industry essential to being a successful Master Esthetician

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform advanced manipulative skills including advanced facials, microdermabrasion, laser hair removal, advanced body waxing, advanced esthetics machines, and advanced chemical peeling.
- Perform advanced skin analysis to determine proper treatment protocols to support the beauty and health of the skin.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, professional products, and methods for career development in master esthetics and skin-related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

- **Discussion**- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer**- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration**- Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning**- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture**- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

- **Individual Instruction**- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations**- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers**- Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets**- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing**- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

MASTER ESTHETICS PROGRAM OUTLINE

On Campus SUBJECT/UNIT

4 **Course Orientation and Curriculum Overview**

ADVANCED ESTHETICS (Education Units)

80 **Advanced Esthetics Topics**

Advanced Ingredients

AHA's

Aromatherapy

246 **Advanced Treatments**

Advanced Facials

Mechanical and Chemical Exfoliation

Lymphatic Massage

Medical Devices and Machines

Traditional Massage

160 **Basics of Esthetics**

Histology of the Skin

Anatomy and physiology of the skin

Skin analysis

Hair removal

Facials

165 **Business of the Spa and Salon**

Professional Image

Professional Ethics

Legal practices including: Malpractice liability, regulatory agencies and tax laws

Types of Ownership and Salon/Spa Operation

Business Records and Accounting

Selling Products and Services

Career Planning

Effective Communication

On Campus SUBJECT/UNIT

25 **Introduction to Master Esthetics**

Skin Care History and Opportunities

105 **Physiology and Histology of the Skin**

Diseases and Disorders

Skin Conditions and Disorders

Skin Analysis

150 **Sanitation and Disinfection**

Disinfection and sterilization methods and procedures

First Aid & CPR

Universal Precautions

125 **Science of Master Esthetics**

Anatomy and Physiology

Chemistry

Cosmetic Chemistry, Product Selection and Ingredients

Basics of Electricity

25 **State Esthetic Examination Preparation and Review**

Preparing for and passing Utah state board exams

115 **Instructor Discretion**

To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.

MASTER ESTHETICS DISTANT EDUCATION

1200 Hours

780 Practical on Campus

420 Remote/Distant Education

PROGRAM DESCRIPTION

The Master Esthetics Distant Education program offers 1200 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the esthetics industry including spa manicures, advanced pedicures, European facials, facial and body waxing, chemical skin treatments, laser hair removal, and all other necessary skills within the beauty industry essential to being a successful Master Esthetician

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform advanced manipulative skills including advanced facials, microdermabrasion, laser hair removal, advanced body waxing, advanced esthetics machines, and advanced chemical peeling.
- Perform advanced skin analysis to determine proper treatment protocols to support the beauty and health of the skin.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, professional products, and methods for career development in master esthetics and skin-related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

PRACTICAL ON CAMPUS

- **Discussion-** Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer-** Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration-** Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning-** Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.

- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture**- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.
- **Individual Instruction**- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations**- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers**- Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets**- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing**- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments.

Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

MASTER ESTHETICS DISTANT EDUCATION

On Campus	DISTANT EDUCATION	SUBJECT/UNIT	On Campus	DISTANT EDUCATION	SUBJECT/UNIT
4 Course Orientation and Curriculum Overview					
ADVANCED ESTHETICS (Education Units)					
60	20	Advanced Esthetics Topics	20	5	Introduction to Master Esthetics
		Advanced Ingredients			Skin Care History and Opportunities
		AHA's	65	40	Physiology and Histology of the Skin
		Aromatherapy			Diseases and Disorders
146	100	Advanced Treatments			Skin Conditions and Disorders
		Advanced Facials			Skin Analysis
		Mechanical and Chemical Exfoliation	85	65	Sanitation and Disinfection
		Lymphatic Massage			Disinfection and sterilization methods and procedures
		Medical Devices and Machines			First Aid & CPR
		Traditional Massage			Universal Precautions
110	90	Basics of Esthetics	85	65	Science of Master Esthetics
		Histology of the Skin			Anatomy and Physiology
		Anatomy and physiology of the skin			Chemistry
		Skin analysis			Cosmetic Chemistry, Product Selection and Ingredients
		Hair removal			Basics of Electricity
		Facials	20	5	State Esthetic Examination Preparation and Review
100	65	Business of the Spa and Salon			Preparing for and passing Utah state board exams
		Professional Image	85	30	Instructor Discretion
		Professional Ethics			To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.
		Legal practices including: Malpractice liability, regulatory agencies and tax laws			
		Types of Ownership and Salon/Spa Operation			
		Business Records and Accounting			
		Selling Products and Services			
		Career Planning			
		Effective Communication			

BASIC ESTHETICS PROGRAM OUTLINE

600 Hours

PROGRAM DESCRIPTION

The Basic Esthetics program offers 600 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the basic esthetics industry including manicuring, pedicuring, facials, body waxing, lash extensions, and all other necessary skills within the beauty industry essential to being a successful basic esthetician.

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including facials, manicures, makeup, pedicures, facial and body waxing, esthetics machines, and chemical peeling.
- Perform basic skin analysis to determine proper treatment protocols to support the beauty and health of the skin.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, professional products, and methods for career development in esthetics and skin-related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

- **Discussion**- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer**- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration**- Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning**- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture**- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

- **Individual Instruction-** Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations-** This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers-** Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets-** This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing-** Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

BASIC ESTHETICS PROGRAM OUTLINE

On Campus SUBJECT/UNIT

4 Course Orientation and Curriculum Overview

FOUNDATIONS (General Education Units)

22	Life Skills
	Professional Image
	Professional Ethics
16	Professional Associations
	Public Relations
16	Communicating for Success
17	The Healthy Professional
	Infection Control
	Bacteriology
	Personal, Client & Salon Safety
40	Sanitation, Disinfection & Sterilization Methods & Procedures
	First Aid
	CPR
23	Chemistry & Chemical Safety
	Chemistry of Cosmetics
23	Electricity & Electrical Safety
	Career Planning
15	Developing a Clientele
15	On the Job
	The Beauty Business
	Advertising
15	Legal & Malpractice Liability
	Regulatory Agencies
	Tax Laws
15	State Esthetic Examination Preparation and Review
	Preparing for and passing Utah state board exams
95	Instructor Discretion
	To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.

On Campus SUBJECT/UNIT

Basic Esthetics (Fundamental Education Units)

13	History & Career Opportunities
	Esthetics
12	General Anatomy & Physiology
	Human Immune System
47	Physiology & Histology of the Skin
12	Disorders & Diseases of the Skin
	Skin Conditions and Disorders
8	Skin Analysis
47	Skin Care Products: Chemistry, Ingredients, & Selection
20	The Treatment Room
30	Facial Treatments
	Aroma Therapy
	Implements & Tools
	Intro to Chemical Exfoliation & Chemical Reactions
	Intro to Medical Devices
	Masks & Packs
16	Facial Massage
35	Facial Devices & Technology
10	Hair Removal
22	Makeup Essentials
12	Advanced Topics & Treatments

BASIC ESTHETICS DISTANT EDUCATION PROGRAM OUTLINE

600 Hours

390 Practical on Campus

210 Remote/Distant Education

PROGRAM DESCRIPTION

The Basic Esthetics Distant Education program offers 600 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of the basic esthetics industry including manicuring, pedicuring, facials, body waxing, lash extensions, and all other necessary skills within the beauty industry essential to being a successful basic esthetician.

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including facials, manicures, makeup, pedicures, facial and body waxing, esthetics machines, and chemical peeling.
- Perform basic skin analysis to determine proper treatment protocols to support the beauty and health of the skin.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, professional products, and methods for career development in esthetics and skin-related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

PRACTICAL ON CAMPUS

- **Discussion**- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer**- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration**- Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning**- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally

- **Interactive Lecture-** Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.
- **Individual Instruction-** Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations-** This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers-** Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets-** This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing-** Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

BASIC ESTHETICS DISTANT EDUCATION PROGRAM OUTLINE

On Campus DISTANT
EDUCATION SUBJECT/UNIT

On Campus DISTANT
EDUCATION SUBJECT/UNIT

4 Course Orientation and Curriculum Overview

FOUNDATIONS (General Education Units)

Basic Esthetics (Fundamental Education Units)

16	6	Life Skills
		Professional Image
10	6	Professional Ethics
		Professional Associations
		Public Relations
10	6	Communicating for Success
10	7	The Healthy Professional
		Infection Control
		Bacteriology
		Personal, Client & Salon Safety
30	10	Sanitation, Disinfection & Sterilization
		Methods & Procedures
		First Aid
		CPR
15	8	Chemistry & Chemical Safety
		Chemistry of Cosmetics
15	8	Electricity & Electrical Safety
10	5	Career Planning
		Developing a Clientele
10	5	On the Job
		The Beauty Business
		Advertising
10	5	Legal & Malpractice Liability
		Regulatory Agencies
		Tax Laws
10	5	State Esthetic Examination Preparation and Review
		Preparing for and passing Utah state board exams
35	10	Instructor Discretion
		To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.

10	3	History & Career Opportunities
		Esthetics
	12	General Anatomy & Physiology
		Human Immune System
35	12	Physiology & Histology of the Skin
10	12	Disorders & Diseases of the Skin
		Skin Conditions and Disorders
10	8	Skin Analysis
45	12	Skin Care Products: Chemistry, Ingredients, & Selection
10	10	The Treatment Room
20	10	Facial Treatments
		Aroma Therapy
		Implements & Tools
		Intro to Chemical Exfoliation & Chemical Reactions
		Intro to Medical Devices
		Masks & Packs
10	6	Facial Massage
15	10	Facial Devices & Technology
10	10	Hair Removal
20	12	Makeup Essentials
10	12	Advanced Topics & Treatments

LASH & BROW TECHNOLOGY DISTANT EDUCATION PROGRAM OUTLINE

100 Hours

60 Practical on Campus

40 Remote/Distant Education

PROGRAM DESCRIPTION

The Lash & Brow Technology Distant Education program offers 100 hours of instruction and prepares students to meet the requirements for taking state licensure exams. The program covers all aspects of lash and brow care to include:

Classic and Volume Lash Extensions

Lash lifts and tints

Eyebrow shaping

Brow lamination and tinting

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- Project a positive attitude and a sense of personal integrity and self-confidence.
- Practice effective communication and consultation skills.
- Understand employer-employee relationships and respect the need to deliver worthy service for value received.
- Perform the basic manipulative skills including facials, manicures, makeup, pedicures, facial and body waxing, esthetics machines, and chemical peeling.
- Perform basic skin analysis to determine proper treatment protocols to support the beauty and health of the skin.
- Apply the theory, technical information, and related matter to assure sound judgments and safe practice in decisions, and procedures.
- Learn new and current information related to techniques, professional products, and methods for career development in esthetics and skin-related fields.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

PRACTICAL ON CAMPUS

- **Discussion-** Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer-** Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration-** Important to increase students' understanding of the proper practical application of a concept or technique being presented.

- **Cooperative Learning**- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture**- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.
- **Individual Instruction**- Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations**- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers**- Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets**- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing**- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

LASH & BROW TECHNOLOGY DISTANT EDUCATION PROGRAM OUTLINE

On Campus	DISTANT EDUCATION	SUBJECT/UNIT	On Campus	DISTANT EDUCATION	SUBJECT/UNIT
4		Course Orientation and Curriculum Overview			
FOUNDATIONS (General Education Units)					
2	2	Eyelash Extension History and Careers Eyelash and brow industry Scope of practice for lash and brow technicians	8	2	Eyelash and Eyebrow Chemical Services Lash and brow chemical service options Contraindications to chemical services for lash and brows Chemical treatment aftercare Lash lift procedure Brow lamination procedure Lash tint procedure Brow tint procedure
4	12	Eye and Eyelash Anatomy and Physiology Understanding the eye, eyelash and brow anatomy and physiology Understand the structure of the eye Identify eyes and eyelid shapes Identify complimentary brow shapes Identify eyespacing Recognize the the growth stages of brow and lash hair	4.5	2	Brow Shaping and Arching Brow Mapping Hair removal through use of tweezers
4	5	Disorders, Diseases and Allergies of the Eye Area Importance of understanding disorders, diseases and allergies of the eye area Recognize diseases and disorders of the eye, eyelid, eyelash, and eyebrows Identify allergies and sensitivities related to the eyelash extensions	4	3	Building and Eyelash and Brow Business How to build an eyelash business Professional image Business Ethics Production selections and retail sells Service pricing Marketing your business Social media best practices
4	5	Client Safety and Infection Control Client Safety and Infection Control Effective disinfection of tools and work surfaces Exposure protocols to protect yourself and clients			STATE BOARD & EMPLOYMENT PREP Licensing Rules & Regulations Preparation for state board written and practical examinations
3	2	Tools, Product and Ingredients Eyelash tools, products and ingredients Eyelash adhesive ingredients: Proper use and storage Implements, tools and equipment for lash and brow services Types of lash extensions Professional products used during an eyelash or eyebrow service	2.5		
			4	3	PREPARING FOR EMPLOYMENT Professionalism Resume Development Interview Preparation Job Search Skills

4 Eyelash Extension Applications

Client consultations

Length and thickness selection

Lash mapping

Contraindications for lash application

Applying temporary clutter or strip lashes

Classic lash application

Volume lash application

Lash fill procedure

Lash extension removal procedures

Aftercare for lash extensions

NAIL TECHNOLOGY PROGRAM OUTLINE

300 Hours

PROGRAM DESCRIPTION

The Nail Technology program offers 300 hours of instruction and prepares students to meet the requirements for taking state licensure exams. Master the art of manicures, pedicures, and massage techniques for hands, arms, and feet. Study nail design and artistry and the importance of safety, sterilization and sanitation

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- To provide a total experience that unlocks students potential and aids them in achieving their goals
- To increase the students understanding of the career opportunities available within the beauty industry
- To help students determine the principles that contribute to both personal and professional success
- Prepare students to make and meet short and long term goals
- Help students to learn to apply the technical skill in harmony with creative elements
- Learn new and current information related to techniques, professional products, and methods for career development with the field of nail technology.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

- **Discussion-** Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer-** Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration-** Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning-** Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming-** Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture-** Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.
- **Individual Instruction-** Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.

- **Class Presentations**- This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers**- Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets**- This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing**- Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments.

Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

NAIL TECHNOLOGY PROGRAM OUTLINE

On Campus SUBJECT/UNIT

4 Course Orientation and Curriculum Overview

Nail Technology (General Education Units)

104 Artificial and Natural Nail Care

Natural Manicures/Pedicures

Care of the natural nail

Gel and Acrylic Sculptured Nail Enhancements

Massage

45 Bacteriology, Sanitation, Sterilization, Safety, Disease and Infection Control

Safety and sanitation procedures to prevent injury and possible spread of disease

Sanitation, sterilization, and decontamination

Universal precautions and responsibilities of a salon professional

First Aid

40 Business of the Spa and Salon

Professional Image

Professional Ethics

Legal practices including: Malpractice liability, regulatory agencies and tax laws

Types of Ownership and Salon/Spa Operation

Business Records and Accounting

Selling Products and Services

Career Planning

Effective Communication

On Campus SUBJECT/UNIT

9 Introduction to Nail Technology

Course and Curriculum Overview

History of Nails

35 Nail Theory

Diseases and Disorders of the Nails and Skin

Implements, Tools and Equipment for Nail Technology

45 Science of Nails

Anatomy and Physiology of the Skin and Nail

Chemistry

Cosmetic Chemistry, Product Selection and Ingredients of Nail Products

Basics of Electricity

10 State Esthetic Examination Preparation and Review

Preparing for and passing Utah state board exams

8 Instructor Discretion

To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.

NAIL TECHNOLOGY DISTANT EDUCATION

300 Hours

180 Practical on Campus

120 Remote/Distant Education

PROGRAM DESCRIPTION

The Nail Technology Distant Education program offers 300 hours of instruction and prepares students to meet the requirements for taking state licensure exams. Master the art of manicures, pedicures, and massage techniques for hands, arms, and feet. Study nail design and artistry and the importance of safety, sterilization and sanitation

PROGRAM OBJECTIVES

Upon completion of course requirements program graduates shall:

- To provide a total experience that unlocks students potential and aids them in achieving their goals
- To increase the students understanding of the career opportunities available within the beauty industry
- To help students determine the principles that contribute to both personal and professional success
- Prepare students to make and meet short and long term goals
- Help students to learn to apply the technical skill in harmony with creative elements
- Learn new and current information related to techniques, professional products, and methods for career development with the field of nail technology.

INSTRUCTIONAL METHODS

RACE utilizes the following academic and learning methods throughout the course of the education program.

PRACTICAL ON CAMPUS

- **Discussion**- Provides opportunities for student consideration, examination, comment or to explore creative solutions in an organized classroom setting.
- **Question and Answer**- Great way to monitor that students recognize or recall information and a valuable way to check for general comprehension. Encourages class participation and feedback regarding topics at hand.
- **Demonstration**- Important to increase students' understanding of the proper practical application of a concept or technique being presented.
- **Cooperative Learning**- Improves teamwork and general student interaction. Provides students an opportunity to work as a group or one on one with students other than their immediate friends. Encourages peer mentoring.
- **Brainstorming**- Creative education exercise that allows for innovative thinking and new ideas. Encourages positive participation because all ideas are recognized equally
- **Interactive Lecture**- Useful when teaching concepts to a large group. Material is presented in a direct, logical manner, and interaction is encouraged to check for general understanding.

- **Individual Instruction-** Most often used on the clinic floor to check for students' level of understanding regarding the assigned task or client service.
- **Class Presentations-** This allows students the opportunity to study and prepare material to be presented to the class. Very effective when upper-level students present introductory information to Orientation students. Students seem to absorb the information at a faster rate when they are required to present. Builds confidence in students presenting and camaraderie with basic and advanced students.
- **Guest Speakers-** Provides students with access to what is currently happening within the field and professional networking opportunities.
- **Worksheets-** This allows students to think for themselves without being influenced by others. Individual thoughts can then be shared in group discussions.
- **Role-Playing-** Introduces potential client situations and provides an opportunity for students to explore solutions and a chance to practice professional skills.

REMOTE/DISTANT EDUCATION

Hybrid students are enrolled within the Milady CIMA online learning platform. CIMA is interactive, personal, and available on-demand providing both instructors and students with current, contemporary content and measurable, relevant feedback.

CIMA employs the following learning activities to enhance engagement and to ensure student comprehension:

- Instant E-Book access for reading, note-taking, and research
- Reading assignments, focus questions, essay topics, fill in the blank, educational videos, step by step protocols, knowledge checks, study slides, flashcards quizzes, and detailed exams.

REMOTE LEARNING IT REQUIREMENTS

When participating in distance education courses, it is vital to consider the technology needed in order to support success within your course. Here are the minimum technical requirements for required software and hardware for your course:

HARDWARE

A computer desktop/laptop) or mobile device (smartphone/tablet) that is less than 5 years old.

NOTE: Chromebooks are not recommended and may not be compatible with all 3rd party education platforms.

Headphones/earbuds for listening to audio or videos presented in the course.

SOFTWARE

Google Chrome internet browser

Adobe Acrobat Reader

Adobe Digital Editions

INTERNET

A stable internet connection of 56K or greater is recommended.

COURSE GRADING AND EVALUATION PROCEDURES

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study.

Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

NAIL TECHNOLOGY DISTANT EDUCATION

On Campus	DISTANT EDUCATION	SUBJECT/UNIT	On Campus	DISTANT EDUCATION	SUBJECT/UNIT
		4 Course Orientation and Curriculum Overview			
Nail Technology (General Education Units)					
70	34	Artificial and Natural Nail Care	5	4	Introduction to Nail Technology
		Natural Manicures/Pedicures			Course and Curriculum Overview
		Care of the natural nail			History of Nails
		Gel and Acrylic Sculptured Nail Enhancements	20	15	Nail Theory
		Massage			Diseases and Disorders of the Nails and Skin
20	25	Bacteriology, Sanitation, Sterilization, Safety, Disease and Infection Control			Implements, Tools and Equipment for Nail Technology
		Safety and sanitation procedures to prevent injury and possible spread of disease			
		Sanitation, sterilization, and decontamination	25	20	Science of Nails
		Universal precautions and responsibilities of a salon professional			Anatomy and Physiology of the Skin and Nail
		First Aid			Chemistry
20	20	Business of the Spa and Salon			Cosmetic Chemistry, Product Selection and Ingredients of Nail Products
		Professional Image			Basics of Electricity
		Professional Ethics	10		State Esthetic Examination Preparation and Review
		Legal practices including: Malpractice liability, regulatory agencies and tax laws			Preparing for and passing Utah state board exams
		Types of Ownership and Salon/Spa Operation	6	2	Instructor Discretion
		Business Records and Accounting			To be applied by program leaders to strengthen student performance; supervised field trips; or other related training.
		Selling Products and Services			
		Career Planning			
		Effective Communication			

GRADUATION REQUIREMENTS

- In conjunction with the completion of all curriculum requirements, the student must pass a comprehensive written academic and practical final exam to include any applicable competencies required by the State licensure agency.
- Obtain all course clock hours. (Or contracted hours to equal, in combination with other school hours, applicable hours within the program of study.
- Fulfill all financial obligations to RACE, or have an approved payment plan in place.
- A student who meets all graduation requirements will receive a personalized certificate of Graduation.
- For those graduating from a program that incorporates Distance Education as a method of delivery: All transcripts or documents (official or unofficial) listing academic attainment received will identify the distance education component.

STATE TESTING

Each student is given materials and literature to aid in preparation for required Utah State Board examinations; however, RACE cannot guarantee the passing of the exam.

To receive a Utah state license, all students must pass the required state board exams.

RACE will aid the student in scheduling their applicable test dates. All fees related to state board testing and licensing are the students' direct responsibility.

STATE LICENSING

COSMETOLOGY/BARBER & COSMETOLOGY/BARBER DISTANT EDUCATION

Submit an "Official Verification Form" provided by RACE to confirm 1600 clock hours have been acquired.

Obtain a passing score on both the National Interstate Council of State Boards of Cosmetology (NIC)

Cosmetology/Barber Theory and Practical Examinations

Complete and submit an online application for licensure

ASSOCIATED FEES

\$96.00 This fee is for each examination, whether written or practical

\$50 kit deposit: refundable if the kit is returned with all supplies in good condition)

\$60.00 State licensing fee

HAIR DESIGN DISTANT EDUCATION

Submit an "Official Verification Form" provided by RACE to confirm 1200 clock hours have been acquired.

Obtain a passing score on both the National Interstate Council of State Boards of Cosmetology (NIC)

Hair Design Theory and Practical Examinations

Complete and submit an online application for licensure

ASSOCIATED FEES

\$96.00 This fee is for each examination, whether written or practical

\$50 kit deposit: refundable if the kit is returned with all supplies in good condition)

\$60.00 State licensing fee



MASTER ESTHETICS, MASTER ESTHETICS DISTANT EDUCATION, BASIC ESTHETICS & BASIC ESTHETICS DISTANCE EDUCATION

Submit an "Official Verification Form" provided by RACE to confirm 1200/600 clock hours have been acquired.

Obtain a passing score on both the National Interstate Council of State Boards of Cosmetology (NIC) Master/Basic Esthetics Theory and Practical Examinations

Complete and submit an online application for licensure

ASSOCIATED FEES

\$96.00 State written exam. \$98.00 State practical exam.

\$50 kit deposit: refundable if the kit is returned with all supplies in good condition)

\$85.00 State licensing fee for Master \$60.00 State Licensing fee for Basic.

Lash & Brow Technology

Submit an "Official Verification Form" provided by RACE to confirm 100 clock hours have been acquired.

Obtain a passing score on both the National Interstate Council of State Boards of Cosmetology (NIC)

Eyelash and Brow Technology Theory and Practical Examinations

Complete and submit an online application for licensure

ASSOCIATED FEES

\$96.00 This fee is for each examination, whether written or practical

\$50.00 kit deposit: refundable if the kit is returned with all supplies in good condition)

\$60.00 state licensing fee

NAIL TECHNOLOGY & NAIL TECHNOLOGY DISTANCE EDUCATION

Submit an "Official Verification Form" provided by RACE to confirm 300 clock hours have been acquired.

Obtain a passing score on both the National Interstate Council of State Boards of Cosmetology (NIC) Nail Technology Theory and Practical Examinations

Complete and submit an online application for licensure

ASSOCIATED FEES

\$96.00 This fee is for each examination, whether written or practical

\$50 kit fee: refundable if the kit is returned with all supplies and in good condition.

\$60.00 State licensing fee for licensing.

STUDENT JOB PLACEMENT

RACE will assist students with future employment by providing networking opportunities for students with prominent salons and spas in the local area. RACE will provide students with a list of salons and spas seeking employment upon request. When notified, RACE will communicate notices of all job opportunities seeking qualified cosmetologists, estheticians, or nail technicians. RACE is not responsible or liable in any way to provide or guarantee student employment.

Campus

FACILITY

Our 12,800 square foot facility features four practical classrooms, a student study center, a breakroom, a skin spa, and a beautiful salon-inspired clinic floor.

CLINIC FLOOR

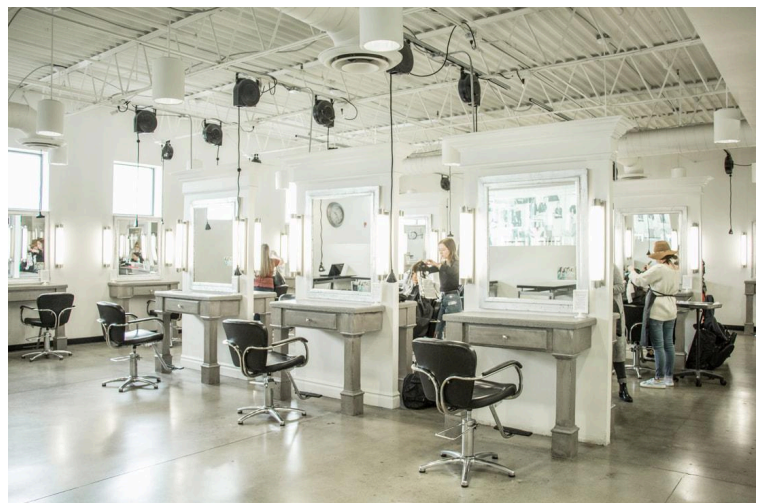
The clinic floor provides 20 working stations. Each station is complete with its own pull-down electrical unit and sleek leather hydraulic styling chair. As a student stylist, you will have the opportunity to perform a variety of guest services under the supervision of your education staff.

TREATMENT ROOMS

The clinic spa consists of 6 private fully-equipped spa rooms, a body treatment room for back treatments and full-body wraps as well as a room dedicated to laser hair removal.

CLASSROOMS

6 learning classrooms are equipped with state-of-the-art audio and visual equipment to enhance the learner's overall experience. Flat screens are available in each classroom for educational DVDs, slides, and interactive PowerPoint presentations.



Academic Calendar

COSMETOLOGY/BARBER, MASTER ESTHETICS AND BASIC ESTHETICS

Winter

Monday, January 27th

Spring

Monday, March, 10th

Summer

Monday, June 9th

Fall

Monday, August 11th

Monday, September 29th

Monday, November 10th

HAIR DESIGN

Winter

Monday, February 11th

Spring

Monday, March, 24th

Summer

Monday, June 23rd

Monday, August 25th

Fall

Monday, October 12th

Monday, November 17th

NAIL TECHNOLOGY (Day: 9:00-1:00 & Night: 4:00-8:00)

LASH & BROWS (Night: 4:00-9:00)

Winter

Tuesday, January 28th

Spring

Nails: Tuesday, April 29th

Lash & Brows: Tuesday, May 6th

Summer

Tuesday, June 10th

Tuesday, August 12th

Fall

Tuesday, September 30th

Tuesday, November 11th

2025 HOLIDAYS & SCHOOL CLOSURES

Winter Break: January 1st – 5th

Spring Break: April 19th-20th

Memorial Weekend: May 25th-26th

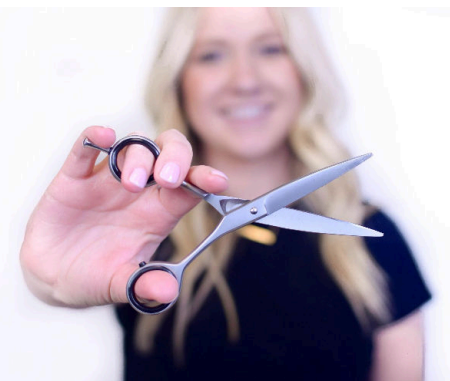
Summer Break: July 4th – 6th

Pioneer Day: July 24th

Labor Day Weekend: August 31st –September 1st

Fall Break: November 26th-November 30th

Winter Break: December 21st-January 3rd



Administration & Staff



ADMINISTRATION

Jay Taylor	Owner
Therese Taylor	CEO/Owner
Mandy Humphrey	School Director
Erika Blanchard	Admissions Coordinator
Therese Lauritzen	Federal Student Aid Coordinator
Emily Shurtleff	Student Accounts & Campus Admissions

Operational Administration

Ali Hair	Clinic Coordinator
Jaicee Bailey	Nail Technology Clinic Coordinator

EDUCATIONAL ADMINISTRATION

Hailey Howton	Student Engagement Coordinator
Amber Doulas	Campus Adviser
Cassidy Armstrong	Campus Adviser
Sonya Berry	Nail Technology Campus Adviser & GE Coordinator
Natalie Seiler	Student Hour Engagement
Janelle Groneman	Nail Technology Admissions, Advisement & Student Hour Engagement

EDUCATIONAL LEADERSHIP

Kimmi Budding	Cosmetology & Hair Design GE Coordinator
Jaci Warner	Esthetics GE Coordinator

Academic Progress

SATISFACTORY ACADEMIC PROGRESS POLICY

The Satisfactory Academic Progress Policy is consistently applied to all students enrolled at RACE.

Students are provided a copy of this policy via email in their Pre-Enrollment welcome information to ensure all students receive a copy before enrollment. This 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.

The Satisfactory progress of both attendance and academic participation is a requirement for all students enrolled within any program. Students will be notified if the results of an evaluation period impact the student's eligibility for Title IV funding.

DETERMINATION OF PROGRESS

Student progress is determined using both quantitative and qualitative elements that are evaluated on a cumulative basis according to the student's actual hours of attendance for the following evaluation periods:

The institution operates on a 900 hour academic year over 27 academic weeks.

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Cosmetology/Barber & Cosmetology/Barber Distant Education	450 Actual Hours	13 weeks
	900 Actual Hours	26 weeks
	1250 Actual Hours	36 weeks

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Hair Design Distant Education	450 Hours	13 weeks
	900 Hours	26 weeks

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Master Esthetics & Master Esthetics Distant Education	450 Hours	13 weeks
	900 Hours	26 weeks

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Basic Esthetics & Basic Esthetics Distant Education	300 Hours	9 weeks

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Lash & Brow Technology Distant Education	100 Hours	2.5 weeks

Weeks Associated to Evaluation Point		
PROGRAM	EVALUATION PERIOD	Minimum Weeks
Nail Technology & Nail Technology Distant Education	150 Hours	4.5 weeks

*Transfer Students- Midpoint of the contracted hours or the established evaluation periods, whichever comes first.

Evaluations will determine if the student has met the minimum requirements for satisfactory academic progress. The frequency of evaluations ensures that students have had at least one evaluation by midpoint in the course

ATTENDANCE EVALUATIONS

Students are required to attend a minimum of 67% of the hours possible based on their applicable attendance schedule to be considered maintaining satisfactory attendance progress. 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 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.

MAXIMUM TIMEFRAME

The maximum time (which does not exceed 150% of the course length) allowed for students to complete each course at satisfactory academic progress is stated below:

Standard Course Length Maximum Time Frames:

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

COSMETOLOGY/BARBER & COSMETOLOGY/BARBER DISTANT EDUCATION PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame

46 weeks 1600 Hours

Maximum Time Frames

69 weeks or 2400 Hours

30 hours per week

Minimum Time Frame

54 weeks 1600 Hours

Maximum Time Frame

81 weeks or 2400 Hours

Part-Time 20 hrs. per week

Minimum Time Frame

80 weeks 1600 Hours

Maximum Time Frame

120 weeks or 2400 Hours

HAIR DESIGN DISTANT EDUCATION PROGRAM LENGTH

Full Time 35 hrs. Per week

Minimum Time Frame

35 weeks 1200 Hours

Maximum Time Frame

52 weeks or 1800 Hours

30 hours per week

Minimum Time Frame

40 weeks 1200 Hours

Maximum Time Frame

60 weeks or 1800 Hours

Part-Time 20 hrs. Per week

Minimum Time Frame

60 weeks 1200 Hours

Maximum Time Frame

90 weeks or 1800 Hours

MASTER ESTHETICS & MASTER ESTHETICS DISTANT EDUCATION PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame

35 weeks 1200 Hours

Maximum Time Frames

52 weeks or 1800 Hours

30 hours per week

Minimum Time Frame

40 weeks 1200 Hours

Maximum Time Frame

60 weeks or 1800 Hours



Part-Time 20 hrs. per week

Minimum Time Frame

60 weeks 1200 Hours

Maximum Time Frame

90 weeks or 1800 Hours

BASIC ESTHETICS & BASIC ESTHETICS DISTANCE EDUCATION PROGRAM LENGTH

Full Time 35 hrs. per week

Minimum Time Frame

18 weeks 600 Hours

Maximum Time Frames

26 weeks or 900 Hours

30 hours per week

Minimum Time Frame

20 weeks 600 Hours

Maximum Time Frame

30 weeks or 900 Hours

Part-Time 20 hrs. per week

Minimum Time Frame

30 weeks 600 Hours

Maximum Time Frame

45 weeks or 900 Hours

LASH & BROW TECHNOLOGY PROGRAM LENGTH

Part-Time 20 hrs. per week

Minimum Time Frame

5 weeks 100 Hours

Maximum Time Frame

12.5 weeks or 250 Hours

NAIL TECHNOLOGY & NAIL TECHNOLOGY PROGRAM LENGTH

25 hours per week

Minimum Time Frame

12 weeks 300 Hours

Maximum Time Frame

18 weeks or 450 Hours

Part-Time 20 hrs. per week

Minimum Time Frame

15 weeks 600 Hours

Maximum Time Frame

22.5 weeks or 450 Hours

The maximum time allowed for transfer students, who need less than the full course requirements or part-time students, will be determined based on 67% of the scheduled contracted hours.

Students who exceed the maximum time frame shall be terminated from enrollment. A student may apply to re-enroll on a cash pay basis only.

EVALUATION OF ACADEMIC PROGRESS

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study.

Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory complete by a qualified instructor. If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated.

Students shall complete at least two comprehensive practical skills evaluations during their course of study. Practical skills are evaluated according to text procedures and practical skills evaluation criteria adopted by the school.

Students must make up for failed or missed tests and incomplete assignments.

Numerical grades are considered according to the following scale:

90%-100% A Excellent

80%-89% B Good

70-79% C Satisfactory

60%-69% D Unsatisfactory

Below 60% F Failing

Students must maintain a cumulative C average or 70% in academics in order to be making satisfactory progress standards.

Upon completion of all curriculum requirements, the student must pass a comprehensive written academic and practical final exam to include any applicable competencies required by the State licensure agency before graduation from the program.

DETERMINATION OF 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. Students are provided a digital copy of their progress at each evaluation period.

Students deemed not maintaining Satisfactory Academic Progress may have their Title IV Funding interrupted unless the student is on warning.

WARNING

Students who fail to meet minimum requirements for attendance or academic progress are placed on warning and considered to be making satisfactory academic progress while during the warning period. The student will be advised in writing on the actions required to attain satisfactory academic progress by the next evaluation. If at the end of the warning period, the student has still not met both the attendance and academic requirements, students may be deemed ineligible to receive Title IV funds.

RE-ESTABLISHMENT OF SATISFACTORY ACADEMIC PROGRESS

Students may re-establish satisfactory academic progress and Title IV aid, as applicable, by meeting minimum attendance and academic requirements by the end of the warning period.

INTERRUPTIONS, COURSE INCOMPLETES, WITHDRAWALS

If enrollment is temporarily interrupted for a Leave of Absence, the student will return to school in the same progress status as prior to the leave of absence. Hours elapsed during a leave of absence will extend the student's contract period and maximum time frame by the same number of days taken in the leave of absence and will not be included in the student's cumulative attendance percentage calculation.

Students who withdraw prior to completion of the course and wish to re-enroll will return in the same satisfactory academic progress status as at the time of withdrawal.

NONCREDIT, REMEDIAL COURSES, REPETITIONS

Noncredit, remedial courses, and repetitions do not apply to this institution. Therefore, these items have no effect on the school's satisfactory academic progress standards.

TRANSFER CREDITS

With regard to Satisfactory Academic Progress, a student's transfer hours will be counted as both attempted and earned hours for the purpose of determining when the allowable maximum time frame has been exhausted. Satisfactory progress evaluation periods are based on actual contracted hours at the institution.

Student Access & Privacy

STUDENT ACCESS TO FILES

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Students, or parents/guardians, may have access to student files through written request.

Students or parents/guardians shall have access to review or be provided with a copy of their school records within 45 days of receipt of a request.

Parents/guardians or students have the right to inspect and review student education records maintained by RACE.

Copies of student records may be provided if the student or parent/guardian is not able to review records on campus due to great distance.

Parents/guardians or students have the right to request that RACE correct records which they believe to be inaccurate or misleading. A student or parent/guardian has the right to request a formal hearing if RACE determines not to make the correction. If, after the hearing, RACE still determines not to amend the record, the parent/guardian or student may provide a statement to be filed with the record expressing their view regarding the contested information.

Student records may be disclosed to parents/guardians if the student is dependent. Students are considered dependent if they are listed as dependents on their parent's/guardian income tax returns. If a student is determined dependent, as defined by the IRS, student records may be made available to either parent/guardian regardless of what parent/guardian claims the student as a dependent. In general, RACE



would require prior written permission from the student or parent/guardian in order to release information from a student's education record except to the extent FERPA authorizes disclosure without consent. RACE keeps on record each request for access and each disclosure of personally identifiable student information. The record is maintained in the student's file as long as the education records themselves are kept.

RACE may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, RACE informs parents/guardians and students about directory information and allows parents/guardians and students 30 days from their start date to request that RACE does not disclose directory information about them.

RACE notifies students of their rights under FERPA within the student catalog.

According to FERPA, the following conditions would allow RACE to disclose student records without the student's or parent/guardian's consent.

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

STUDENT PRIVACY & PROTECTION

At RACE, we are committed to protecting the privacy and security of your personal, financial, health, and academic information. This notice explains how we collect, use, store, and share your information, and what rights you have as a student.

1. Information We Collect

We may collect the following information about you:

- Full name, contact information, and date of birth
- Social Security number or other government-issued identification
- Academic records (grades, attendance, progress reports)
- Financial aid records and payment information
- Health information (if needed for enrollment, clinic safety, or accommodations)

2. How We Use Your Information

We use your information to:

- Support your education and training
- Administer financial aid and scholarships
- Maintain accurate academic and attendance records



- Comply with federal and state regulations
- Ensure safety in school and clinic settings

3. How We Protect Your Information

We follow strict procedures to protect your information, including:

- Secure digital systems and password protections
- Limited access to your records by authorized staff only
- Regular staff training on data protection
- Physical safeguards for paper records

4. When We May Share Your Information

We do not sell your information. We may share your data only when:

- Required by law or accreditation agencies
- Working with trusted service providers (e.g., financial aid processors, licensing boards)
- You provide written consent
- There is a safety or legal concern that requires immediate reporting

5. Your Rights as a Student

Under FERPA and other applicable laws, you have the right to:

- Review your education records
- Request corrections to inaccurate information
- Limit the sharing of your "directory information"
- File a complaint with the U.S. Department of Education if you believe your rights have been violated
- To make a request or ask a question about your records, please contact the School Director.

6. Data Breach Notification

If we ever experience a data breach that impacts your personal information, you will be notified as soon as reasonably possible in accordance with federal and state laws. We will explain what happened, what steps we've taken, and what you can do to protect yourself.

Questions?

If you have questions or concerns about how your information is handled, please contact:

Chief Information Security Officer (CISO)

Mandy Humphrey

mandy@race.edu

This notice may be updated from time to time. The most current version will always be available on the RACE website and in the student handbook.

Grievance Policy

In accordance with RACE's mission statement, the school will make every attempt to resolve any student complaint that is not frivolous or without merit. Complaint procedures will be included in new student orientation thereby assuring that all students know the steps to follow should they desire to register a complaint at any time. Evidence of the final resolution of all complaints will be retained in school files in order to determine the frequency, nature, and patterns of complaints about the institution. The following procedure outlines the specific steps of the complaint process.

The student should register the complaint in writing on the designated form provided by the institution within 60 days of the date that the act which is the subject of the grievance occurred.

The complaint form will be given to the school Director.

The complaint will be reviewed by management and a response will be sent in writing to the student within 30 days of receiving the complaint. The initial response may not provide for the final resolution of the problem but will notify the student of continued investigation and/or actions being taken regarding the complaint.

If the complaint is of such nature that it cannot be resolved by the management, it will be referred to an appropriate agency if applicable.

Depending on the extent and nature of the complaint, interviews with appropriate staff and other students may be necessary to reach a final resolution of the complaint.

In cases of extreme conflict, it may be necessary to conduct an informal hearing regarding the complaint. If necessary, management will appoint a hearing committee consisting of one member selected by the school who has had no involvement in the dispute and who may also be a corporate officer, another member who may not be related to the student filing the complaint, or another student in the school, and another member who may not be employed by the school or related to the school owners. The hearing will occur within 90 days of the committee appointment. The hearing will be informal with the student presenting his/her case followed by the school's response. The hearing committee will be allowed to ask questions of all involved parties. Within 15 days of the hearing, the committee will prepare a report summarizing each witness' testimony and a recommended resolution for the dispute. School management shall consider the report and either accept, reject, or modify the recommendations of the committee. Corporate management shall consider the report and either accept, reject, or modify the recommendations of the committee.

Students must exhaust the institution's internal complaint process before submitting the complaint to the school's accrediting agency, if applicable.

Withdrawal & Refund

WITHDRAWAL & REFUND POLICY

For applicants who cancel enrollment or students who withdraw from enrollment a fair and equitable settlement will apply. The following policy will apply to all terminations for any reason, by either party, including student decision, course or program cancellation, or school closure. Any monies due to the applicant or students shall be refunded within 45 days of official cancellation or withdrawal. Official cancellation or withdrawal shall occur on the earlier of the dates are:

1. An applicant is not accepted by the school. The applicant shall be entitled to a refund of all monies paid.
2. A student (or legal guardian) cancels his/her enrollment in writing within three business days of signing the enrollment agreement. In this case, all monies collected by the school shall be refunded, regardless of whether or not the student has actually started classes.
3. A student cancels his/her enrollment after three business days of signing the contract but prior to starting classes. In these cases, he/she shall be entitled to a refund of all monies paid to the school less the application fee in the amount of \$75.
4. A student notifies the institution of his/her withdrawal in writing.
5. A student on an approved leave of absence notifies the school that he/she will not be returning. The date of withdrawal shall be the earlier of the date of expiration of the leave of absence or the date the student notifies the institution that the student will not be returning.
6. A student is expelled by the school. (Unofficial withdrawals will be determined by the institution by monitoring attendance at least every 30 days.)
7. In type 2, 3, 4, or 5, official cancellations or withdrawals, the cancellation date will be determined by the postmark on the written notification, or the date said notification is delivered to the school administrator or owner in person.

For students who enroll and begin classes but withdraw prior to course completion (after three business days of signing the contract), the following schedule of tuition earned by the school applies. All refunds are based on scheduled hours:

Percentage of enrollment in relation to scheduled course hours	Amount of total tuition RACE may retain.
0.01%-4.9	20%
5% -9.9%	30%
10%-14.9%	40%
15%-24.9%	45%
25%-49.9%	70%
50% or more	100%

All refunds will be calculated based on the student's last date of attendance. Any monies due to a student who withdraws shall be refunded within 45 days of a determination that a student has withdrawn, whether



officially or unofficially. In the case of disabling illness or injury, death in the student's immediate family, or other documented mitigating circumstances, a reasonable and fair refund settlement will be made.

If the school is permanently closed and is no longer offering instruction after a student has enrolled and instruction has begun, the school shall provide a pro-rata refund OR provide course completion through a prearranged Teach-Out Agreement with another institution.

If the course is canceled subsequent to a student's enrollment and before instruction in the course has begun, the school shall provide a full refund of all monies paid OR provide completion of the course at a later time.

If the course is canceled after a student's enrollment and after instruction in the course has begun, the school shall provide a pro-rata refund for all students transferring to another school based on the hours accepted by the receiving school, OR provide completion of the course, OR participate in a Teach-Out Agreement OR provide a full refund of all monies paid

Students who withdraw or terminate prior to course completion are charged a cancellation or termination fee of \$125.00. This refund policy applies to tuition and fees charged in the enrollment agreement. Other miscellaneous charges the student may have incurred at the institution (EG: extra kit materials, books products, unreturned school property, etc.) will be calculated separately at the time of withdrawal. All fees are identified in the catalog and in this enrollment agreement

Financial Obligations

Student hours, supplies, and equipment will not be released until a student fulfills all financial obligations to RACE, or has an approved payment plan in place. Financial obligations include any amounts owed under financing arrangements. When a student graduates, withdraws or is terminated for any reason, any balance owing will become due immediately. The undersigned reserves the right to prepay this enrollment contract in full or part without penalty. Any amount past due will bear interest at the rate of 1 ½ % per month and may be turned over to collections. Failure to pay financial obligations when due may result in termination. In the event of any default, the undersigned agrees to pay all reasonable attorney fees and costs of collection including any commissions due to the collection agency. This agreement will be enforced in accordance with the laws of the State of Utah. The student agrees to abide by The Renaissance Academie's rules & regulations and to act in a responsible manner. The student releases Renaissance Academie, LLC, its agents, and employees from any and all responsibility and/or liability in regards to personal injury, loss, or damage to personal property.

Collection correspondence regarding cancellation and settlement from the institution itself, banks, collection agencies, lawyers, or any other third parties representing the institution clearly acknowledges the existence of the Withdrawal and Settlement Policy. If promissory notes or contracts for tuition are sold or discounted to third parties, the third party must comply with the cancellation and settlement policy of the institution

These regulations are subject to change. A student has the right to appeal their refund calculation. To appeal a decision, a student must submit all pertinent facts and information in writing within 10 days of



termination to Academie Administration. A final determination will be made within 30 days. All decisions will be final.

**If a Title IV financial aid recipient withdraws prior to the course completion, a calculation for return of TIV funds will be completed and any applicable returns by the school shall be paid, as applicable, first to unsubsidized Federal Stafford Student Loan Program; second to subsidized Federal Stafford Student Loan Program; third to Federal Pell Grant Program; fourth to other Federal, State, private or institutional student financial assistance programs; and last to the student. After all applicable returns to Title IV aid have been made, this refund policy will apply to determine the amount earned by the school and owed by the student.

ADDITIONAL FEES

Each course/program has been scheduled for completion within an allotted time frame. A grace period of approximately ten percent has been added to the calculated completion date for each program. It is not realistic to expect to receive an education for free. The school has reserved space, equipment, and licensed instructors for each student and course/program. If a student does not graduate within the contract period, additional training will be billed at the rate of \$10 per hour. In addition, students may be charged a \$50.00 fee for each scheduled mandatory clinic shift that is not made up prior to graduation.

TERMINATION POLICY

RACE may terminate a student's enrollment for the following

Immoral or improper conduct

Non-compliance with education requirements and student guidelines, general policies and the RACE enrollment agreement.

If termination occurs the student will be charged a \$125.00 termination fee.

Leave of Absence

LEAVE OF ABSENCE POLICY

A leave of absence (LOA) is a temporary interruption in a student's program of study. LOA refers to the specific time period during a program when a student is not in attendance. An LOA is not required if a student is not in attendance for an institutionally scheduled break. However, a scheduled break may occur during an LOA.

According to the department of education, an LOA must meet certain conditions to be counted as a temporary interruption in a student's education. If an LOA does not meet the conditions in 34 CFR 668.22(d), the student is considered to have ceased attendance and to have withdrawn from the school, and the school is required to perform an official closeout for the student.

However, it is understood that extenuating circumstances may arise which necessitate a student to take a leave from enrollment for a temporary period of time.

Such extenuating circumstances could include the following situations:

Debilitating Medical Condition

Death, Severe Injury, or Critical Illness of a Spouse and/or Child

Military Obligations (i.e., calling up of a reserve unit)

Divorce and/or Marital Estrangement

Please Note: Students may be asked to provide pertinent documentation in order to support circumstances related to the leave request.

Students must follow the institutions policy in requesting an LOA to include the following:

1. Students must apply in advance and in writing for a leave of absence using the approved leave request form.
2. All requests must include the purpose if applicable, supporting documentation and include the student's signature.

The institution may grant an LOA to a student who did not provide the request prior to the LOA due to the following circumstances if:

1. The institution documents the reason for its decision within the student file;
2. The LOA request form is collected from the student at a later date, along with any applicable documentation supporting the reason for which the request could not have been made in advance;
AND
3. The start date of the LOA shall be determined as the first date the student was unable to attend.

Leaves will be reviewed by the RACE administration team for approval. Leaves may be granted to students for an adequate reason and if it is reasonable that the student will return to enrollment at the end of their requested leave. Students on an approved leave of absence will not be assessed any additional institutional charges as a result of a requested LOA.



Approved leave is a period, approved by RACE when a student is not attending but is expected to return. In no case shall a leave, together with any additional leaves of absence, exceed 180 days in a 12-month period. This 12-month period begins on the first day of the student's initial leave of absence. A scheduled break may occur during a student's scheduled leave time; however, this time would be considered as leave time.

A student granted a leave of absence that meets the criteria outlined by RACE, is not considered to have withdrawn and no calculation refund is required at the time of leave.

The period of time for which a student has been approved leave shall be excluded from the maximum time frame which the student would be expected to complete the program. The student's contract will be extended by the same number of days taken in the approved LOA.

A dated addendum to the student's contracted graduation date will be generated reflecting the new graduation date. The addendum must be signed by both the student and the school.

The student shall return with the same progress status with which he/she left.

A student may not receive any additional financing during a leave of absence and must return and complete the applicable academic period before receiving further financial aid.

If a student takes an unapproved LOA or the student fails to return by the expiration of an approved leave of absence, the student's enrollment will be terminated. In the case a student contacts or fails to contact RACE to inform them that they will not be returning, the student's last date of attendance shall be the official date of withdrawal for the purpose of calculating a refund. A student's failure to return from an approved leave of absence may have an effect on the student's loan repayment terms, including the expiration of the student's grace period.

General Information

LICENSING AND REGULATING AGENCIES

Accredited through National Accrediting Commission of Career Arts and Sciences

3015 Colvin Street

Alexandria, VA 22314

(703)-600-7600

State of Utah

Department of Business Regulations

Division of Occupational and Professional Licensing

460 Heber M. Wells Building

160 E. 300 S.

Salt Lake City, Utah 84145

(801)-530-6627

ATTENDANCE POLICY

COMMUNICATING ATTENDANCE

If a student is tardy and not able to make their scheduled daily clock-in they must provide prior communication no later than 9:00 AM, unless an extenuating circumstance occurs. Attendance communication must be made directly to the Front Desk by messaging/emailing front.desk@race.edu. Email communication should include the time of arrival, students should arrive by the time specified or their clock will be closed for the day.

DEPARTING CAMPUS

Students departing campus, out of their personal scheduled hours, should gain approval from their direct leader and notify the Front Desk prior to clock out and departure.

MAKEUP WORK/HOURS

Students may make up missing work or class assignments after established due dates with a max credit of 80%.

Students may make up missed hours through additional attendance outside of their weekly scheduled hours. Makeup attendance must be approved through the front desk.

DRESS CODE

DRESS CODE STANDARDS COSMETOLOGY/BARBER, HAIR DESIGN, LASH & BROW TECHNOLOGY & NAIL TECHNOLOGY

*Applies to both on campus and distance education programs.

Standard- Business Professional When dressing for school consider the following: "Clothing that reveals too much cleavage, your back, your chest, your stomach, underarms or your underwear is not appropriate for a place of business."

1. Arrive at school with hair and makeup in place and ready for the day.
2. Pants of jean material may be worn as long as they are in good condition, free of excessive holes
3. Tight pants and leggings should not be worn alone without the proper coverage.
4. Skirts and dresses should be no more than 3 fingers above the knee
5. Shirts must have a strap of 1" inch or wider.
6. Any clothing that has words, terms or pictures that may be offensive to students or guests is not permitted.
9. No shorts or loungewear. (Sweat pants, sweatshirts, gym shorts, athletic wear, etc. Beanies, & Ball Caps)

DRESS CODE MASTER ESTHETICS & BASIC ESTHETICS

*Applies to both on campus and distant education programs.

Standard- Medical Professional

1. Students must arrive at school with hair and makeup in place and ready for the day.
2. Pants must be black, provide full coverage, and have no sheer cutouts.
3. A black medical scrub top is mandatory. Style is open to students' preferences.
4. Closed-toed, professional clean shoes.

5. No loungewear, shorts or skirts. (Sweat pants, sweatshirts, gym shorts, athletic wear, etc. Beanies, & Ball Caps, Slider sandals ex: Adidas)

RACE CAMPUS CODE OF CONDUCT

The Student Code of Conduct sets out the standards of conduct expected of students. It holds individuals responsible for the consequences of their actions. Failure to fulfill these responsibilities may result in the withdrawal of privileges or the imposition of fees and penalties. The purpose of these guidelines is to support an environment conducive to learning and student achievement.

1. Be Accountable

Take responsibility for your actions. Being accountable simply means being responsible for decisions made, actions taken, and responsibilities fulfilled. Accountability builds trust between leaders, students, and the campus community as a whole. Accountability eliminates the time and effort you spend on distracting activities and other unproductive behavior. Accountability is a direct demonstration that you value and respect your responsibilities within the campus community. An accountable student is a reliable student.

2. Be Considerate

Be thoughtful of the rights and feelings of others. Practicing consideration allows you to put others before yourself and you recognize that you are part of a community. It's understanding your actions have a direct impact on others and doing your part to support what is best for everyone. Your decisions will affect clients, classmates, and your leaders, you should take possible consequences into account when making decisions.

3. Be Inclusive

Inclusion is extending a sense of belonging, showing respect, and valuing others for who they are as individuals. A level of supportive energy for others allows a space that we can individually and collectively can do our best work.

At RACE we welcome and support people of all backgrounds and identities. This includes, but is not limited to members of any sexual orientation, gender identity and expression, race, ethnicity, culture, national origin, social and economic class, educational level, color, immigration status, sex, age, size, family status, political belief, religion, and mental and physical ability.

4. Be respectful.

We won't all agree all the time, but disagreement is no excuse for disrespectful behavior. We will all experience frustration from time to time, but we cannot allow that frustration to become personal attacks. An environment where people feel uncomfortable or threatened is not a productive or creative one. Respect includes consideration for other people's privacy, physical space, and belongings. In addition, respect for different viewpoints, philosophies, physical abilities, beliefs, and personalities. Receiving respect from others is important because it helps us to feel safe and to express ourselves. Respect in your relationships builds feelings of trust, safety, and wellbeing.

5. Choose your words carefully.

Always conduct yourself professionally. Be kind to others. Do not insult or put down others. Harassment and exclusionary behavior aren't acceptable. This includes, but is not limited to:

- Cross talking (Negative conversations about others (student, staff, or clients) without them present to defend themselves. If you have an issue or concern, go directly to the source, not everyone else but the source.
- Do not rally. When frustrated, it is a natural reaction to want to vent and rally others to our cause. This is toxic to a community. There is no us vs. them. We are one community. If there is a concern or issue that arises, rather than rallying others and causing unneeded drama, stop and seek to understand directly at the source.

The following behaviors are not tolerated on campus:

- Threats of violence.
- Insubordination.
- Discriminatory jokes and language.
- Sharing sexually explicit or violent material via electronic devices or other means.
- Personal insults, especially those using racist or sexist terms.
- Unwelcome sexual attention.
- Advocating for, or encouraging, any of the above behavior.

6. Make differences into strengths.

We can find strength in diversity. Different people have different perspectives on issues, and that can be valuable for solving problems or generating new ideas. Being unable to understand why someone holds a viewpoint doesn't mean that they're wrong. Don't forget that we all make mistakes, and blaming each other doesn't get us anywhere. Instead, focus on resolving issues and learning from mistakes. When we disagree, try to understand why. Differences of opinion and disagreements are mostly unavoidable. What is important is that we resolve disagreements and differing views constructively and directly.

NOTICE OF NON-DISCRIMINATION& SEXUAL HARASSMENT POLICIES & GRIEVANCE PROCEDURES

I. Policy

It is the policy of Renaissance Academie Cosmetology and Esthetics to maintain an environment for students, faculty, administrators, staff, and visitors that is free of all forms of discrimination and harassment, including sexual harassment. RACE has enacted the Sexual Harassment Policies & Grievance Procedures (the "Policy") to reflect and maintain its institutional values, to provide for fair and equitable procedures for determining when this Policy has been violated, and to provide recourse for individuals and the community in response to violations of this Policy. The Policy can be found on the RACE website at www.race.edu or obtained in person from the Title IX Coordinator (see below)

RACE does not discriminate on the basis of sex in its educational, extracurricular, or other programs or in the context of employment. Sex discrimination is prohibited by Title IX of the Education Amendments of 1972, a federal law that provides:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

This Policy prohibits all forms of sex discrimination, harassment, and misconduct, including sexual assault, domestic violence, dating violence, and stalking. The requirement not to discriminate in RACE education



programs or activities extends to admission. This Policy also prohibits retaliation against a person who has made a report or complaint, testified, assisted, or participated, or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy. Inquiries about the application of Title IX may be referred to RACE's Title IX coordinator, the U.S. Department of Education Office for Civil Rights, or both. RACE also prohibits other forms of discrimination and harassment, including discrimination and harassment on the basis of race, color, national origin, disability, or age in its programs and activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies, including Title IX:

Mandy Humphrey, Director
1460 N Moonriver Dr. Provo, UT 84604
Phone: (801) 373-2887 ext.
Email: mandy@race.edu

Inquiries or complaints concerning RACE's compliance with Title IX or other federal civil rights laws may be referred to the U.S. Department of Education's Office for Civil Rights.

Office for Civil Rights,
Denver Office U.S. Department of Education
Cesar E. Chavez Memorial Building 1244 Speer Boulevard, Suite 310 Denver, CO 80204-3582
Phone: (303) 844-5695 Facsimile: (303) 844-4303
Email: OCR.Denver@ed.gov

Renaissance Academie Cosmetology and Esthetics desires to create and sustain an anti-discriminatory environment and will not tolerate discrimination of any kind. RACE will achieve this through education, orientation, and training for all students, staff, and faculty for the purpose of creating awareness of both the issues surrounding discrimination as well as accountability, sensitivity training and anti-discrimination training in their classrooms, at least once while the student is in school.

II. Sexual Harassment Grievance Procedure

Reports of sexual harassment should be made to RACE's Title IX Coordinator or a designated school official. As set forth in the Policy, RACE's designated school officials include the CEO, Education Director, Admissions Director, and Federal Aid Director. RACE will respond promptly when it has actual knowledge of sexual harassment in its education programs or activities. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

RACE will investigate all formal complaints of sexual harassment. A formal complaint must be in writing, filed by a complainant, or signed by the Title IX Coordinator alleging sexual harassment against a respondent, and requesting that RACE investigate the allegation of sexual harassment. A formal complaint form may be obtained from the Title IX Coordinator, although no particular form is required to submit a formal complaint so long as the complaint is in writing, signed by a complainant, alleges sexual



harassment against a respondent, and requests an investigation. RACE's Title IX Coordinator oversees the school's investigation, response to, and resolution of all reports of prohibited sexual harassment, and of related retaliation, involving students, faculty, and staff.

If all parties voluntarily agree to participate in an informal resolution that does not involve a full investigation and adjudication after receiving notice of a formal complaint and if RACE determines that the particular formal complaint is appropriate for such a process, RACE will facilitate an informal resolution to assist the parties in reaching a voluntary resolution.

RACE retains the discretion to determine which cases are appropriate for voluntary resolution. RACE will convene a hearing panel following the end of an investigation. The hearing panel determines whether the respondent is responsible or not responsible for a violation of the Policy. If the respondent is determined to be responsible, the hearing panel's written determination will include any disciplinary sanctions RACE imposes on the respondent. The Policy provides that the parties have the right to appeal the hearing panel's determination under certain circumstances.

STATE LICENSE RECIPROCITY DISCLOSURE

RACE will provide a program of study that meets minimum curriculum requirements as prescribed by the state of Utah.

For states outside of Utah: the institution has not made a determination on whether the program meets other states' educational/licensure requirements.

Information regarding other states' requirements can be found at the following link:
<https://www.beautyschoolsdirectory.com/faq/license-requirements>

RACE does not provide training or activities out of state. All programs offered at the institution lead to professional licensure in the state of Utah. All students, including those who live in border states, are notified prior to enrollment that education received at RACE follows the (State Agency) regulations which require Utah hours of education for the applicable program(s) of enrollment.

The institution makes information available to students and applicants regarding the hour requirements in other states (via the Consumer Information disclosures page on our website)* and recommends that all applicants and students familiarize themselves with the comparison of other states' regulations and hours required for licensure, as applicable.

Additionally, the Transfer Policy indicates that RACE does not guarantee transferability of credits earned to any other institution." Per the transfer policy on the website and in the catalog, our curriculum has not been reviewed for compliance with other states' professional licensure requirements.