

JACKSON BARBER COLLEGE  
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Houston, TX 77051  
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ACADEMIC CURRICULUM CATALOGUE

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## **HISTORY**

After almost 65 years of doing business as Jackson Barber Shop, God gave a vision to establish a barber college to provide services for the community and individuals who have been shut out of society as a result of criminal background or economic hardship. We believe that every individual should be given an opportunity to thrive regardless of the challenges of their past. We are passionate about providing our students with the tools they need to graduate and as much experience as they can gain to become difference makers in their own communities. Jackson Barber College is also committed to providing our customers with the best customer service and an atmosphere that inspires hope, fun, and success.

## **ACCREDITATION AND APPROVALS**

Effective June 2, 2022 JACKSON BARBER COLLEGE became a candidate for accreditation by the commission of the Council on Education and is entitled to the recognition and privileges resulting therefrom.

## **FACILITIES AND EQUIPMENT**

Construction was completed on the present facility in September of 2019, and classes began winter of 2020. The 3000 square foot building is accessible to persons with disabilities and consists of a classroom, breakroom, laundry room, an office, a dispensary closet, and a practical floor for barbering with 20 barber chairs and stations. There are 8 state of the art televisions mounted and an integrated sound system for music, a closed circuit camera system with 2 monitors, a cash register with credit card processing, and a snack vending machine for students and customers.

## **THE CURRENT STAFF CONSISTS OF**

Alvin Jackson	Owner
Michael Latson	Instructor
DeAnne Jackson Angus	Chief Administrator

### **ALVIN JACKSON**

Accomplished Business Owner

### **MICHAEL LATSON**

Licensed Barber Instructor with 15 years of experience  
Instructs Class A Barber theory and practical application.

### **DeANNE JACKSON ANGUS**

Bachelor's degree in Business Finance from CSULB

## **SCHOOL TUITION AND FEES**

Tuition	\$4500
Tools	\$840
Books	\$250
Enrollment	\$100
Permit Fee	\$25
Total Cost	\$5715

## **SCHOLARSHIP TERMS**

Jackson Barber College offers several scholarship opportunities and encourages all new full-time and part-time students to explore and apply for all scholarships they may qualify for. We currently offer scholarships ranging from \$1000 to the full price of tuition in awards. The award is usually dependent upon financial need.

# SCHOOL CALENDAR

## Holidays Observed:

January	New Year's Day
May	Memorial Day
July	Independence Day
Sept.	Labor Day
Nov.	Thanksgiving Break
Dec.	Christmas Break

Enrollment Periods: Every Tuesday of the month yearly

## NORMAL HOURS OF OPERATION

School Hours of Operation  
Tuesday through Saturday 9am-4:30pm

Office Hours of Operation  
Tuesday through Saturday 9am-4:30pm

Class Schedule is as follows:

Barber Theory	Tuesday through Friday 9am-10:15
Barber Practical Work	T-F 10:30am- 4:30pm Sat 9am-4:30pm
Breaks	30 minutes
Lunch	30 minutes

## **ADMISSION/ENROLLMENT POLICIES**

To be eligible for enrollment into JACKSON BARBER COLLEGE, a potential student must show proof of completion of the 7<sup>th</sup> grade (ex: diploma, GED, or transcripts), provide a valid government issued ID and social security card, and must have reached the minimum age of 16 years old.

Student, upon enrollment in JACKSON BARBER COLLEGE (part-time/full-time), understands that the course will be complete in no less than 9 months. Students must attend classes for the scheduled daily hours. Full-time students are to accumulate 120 hours per month and 80 hours per month must be accumulated by part-time students. Program can only be completed in 9 months if all tuition and fees are paid in full in the 9-month period. JACKSON BARBER COLLEGE is in the process of accreditation and acceptance to be able to accept Pell Grants, Student Loans, VA. Education Benefit, and DARS grant from the Texas Department of Assistive and Rehabilitation Services.

## **CREDIT FOR PREVIOUS EDUCATION OR TRAINING**

A student may transfer hours of barber training between Texas schools as well as from an out of state school. If transferring from a Texas school, all previously completed hours will already be on file with Texas Department Licensing and Regulation (TDLR). If transferring from an out of state school, a student must provide required transcripts and a statement from the previous licensing authority to TDLR for approval.

## **CANCELLATION AND REFFUND POLICIES**

### **Cancellation Policy**

A full refund will be made to any student who cancels the enrollment contract within 72 hours (until midnight of the third day excluding Saturdays, Sundays, and legal holidays) after the enrollment contract is signed. A full refund will also be made to any student who cancels enrollment within the students first three scheduled class days, except that the school may retain not more than \$100 in any administrative fees charged, as well as items of extra expense that are necessary for the portion of the program attended and stated separately on the enrollment agreement.

### **Refund Policy**

1. Refund computations will be based on scheduled course time of classes through the last documented day of an academically related activity. Leaves of absence, suspensions and school holidays will not count as part of the scheduled class attendance.
2. The effective date of termination for refund purposes will be the earliest of the following:

- a) The date of termination, if the student is terminated by the school;
  - b) The date of receipt of written notice from the student: or
  - c) Ten school days following the last date of attendance.
3. If tuition and fees are collected in advance of entrance and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than \$100 of any administrative fees charged shall be retained by the school for the entire program.
4. If a student enters the program and withdraws or is otherwise terminated, the school may retain not more than \$100 of administrative fees charged for the entire program. The minimum refund of the remaining tuition and fees will be the pro rata portion of tuition, fees, and other charges that the number of hours remaining in the portion of the course or program or which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged, except that a student may not collect a refund if the student has completed 75 percent or more of the total number of hours in the portion of

the program for which the student has been charged on the effective date of termination. (More simply, the refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 75% completion mark, after which no refund is due.)

5. Refunds for items of extra expense to the student, such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books and tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.
6. A student who withdraws for a reason unrelated to the student's academic status after the 75% completion mark and request a grade at the time of withdrawal shall be given a grade of incomplete and permitted to re-enroll in the course or program during the 12-month period following the date the

student withdrew without payment of additional tuition for that portion of the course or program.

7. A full refund of all tuition and fees is due and refundable in each of the following cases:
  - a) An enrollee is not accepted by the school:
  - b) If the course of instruction is discontinued by the school and this prevents the student from completing the course: or
  - c) If the student's enrollment was procured as a result of any misrepresentations by the advertising, promotional materials of the school, or representations by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges. Refunds, when due, will be paid within 45 days without requiring a request from the student.

## **Refund Policy for Students Called to Active Military Service**

A student of the school or college who withdraws from the school or college as a result of the Texas student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

- a. If tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of a unpaid tuition, fees, or other charges owe by the student or the portion of the program the student does not complete following withdrawal;
- b. A grade of incomplete with the designation “withdrawal-military” for the courses in the program, other than courses or which the student has previously receive a grade on the students transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first

anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges or books for the program; or

- c. The assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:
  1. Satisfactorily completed at least 90% of the required coursework for the program; and
  2. Demonstrated sufficient mastery of the program material to receive credit for completing the program.

The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s) within 60 days after the effective date of termination.