



AZ Barber Academy LLC

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azbarberacademy.com

Veteran's Catalog

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Information about education benefits offered by VA is Available at the official U. S. Government
Web site at <https://www.benefits.va.gov/gibill>.

Table of Contents

| | |
|-----------------------------------------------------------|---|
| VETERAN STUDENTS | 3 |
| POINT OF CONTACT FOR QUESTIONS AND ENROLLMENT | 3 |
| FACILITIES | 3 |
| LICENSING AND APPROVALS | 3 |
| PROGRAMS | 3 |
| ADMISSIONS | 3 |
| RE-ENTRY (RE- ENROLLMENT POLICY) | 4 |
| MAKE-UP WORK | 4 |
| VETERANS FUNDING AND SATISFACTORY ACADEMIC PROGRESS | 4 |
| EVALUATION PERIODS | 5 |
| LEAVE OF ABSENCE POLICY (LOA) | 5 |
| EXCUSED AND UNEXCUSED ABSENCES | 6 |
| VETERAN'S ENROLLMENT VERIFICATION | 6 |
| POLICY FOR COMPLIANCE WITH 38 U.S.C. § 3679(E) | 6 |
| VTBA POLICY | 7 |
| ACKNOWLEDGEMENTS | 7 |

Veteran's Information

Veteran Students

Students are encouraged to review both this bulletin and the regular AZ Barber Academy catalog, which contains a complete listing and descriptions of the school policies, prior to enrollment. This Bulletin is designed to clarify Title 38 beneficiary policies specific only to enrolled Veterans.

Point of Contact for Questions and Enrollment

For any questions about this catalog or your Veteran's Benefits please contact Hillary Alegre Monday through Friday 10:00am to 5:00pm for inquiries about enrollments, or by appointment. To schedule an appointment, call the school on 480.953.3550 or email info.azbarberacademy@gmail.com

Facilities

AZ Barber Academy is located at Tempe Village, Suite 1425-04, W Southern Ave, Tempe AZ, 85282, where all instruction occurs. The college facilities consist of a Classroom, featuring visual equipment, an office, 2 bathrooms, 11 barber chairs and 12 tool cabinets, 2 shampoo bowls, 5 sinks, 13 mirrors, and 6 lockers. The college is equipped to enroll 20 students per program.

Licensing and Approvals

AZ Barber Academy is approved and licensed to operate by: Arizona Barbering & Cosmetology Board. 1740 W Adams St, Suite #4400 Phoenix, AZ 85007. Phone: 480.784.4539

Programs

AZ Barber Academy currently offers the following programs: Barbering (1200 hours), Barber/Cosmetology Crossover Course (200 hours), Hairstylist (1,000 hours) and Barber Instructor (350 hours).

Admissions

In addition to the Academy's other admission requirements, Veteran Students shall provide to the school a signed summary and transcripts when available, of all prior post-secondary educational institutions attended, prior to enrollment.

Complete enrollment requirements are in the school's catalog which should be carefully reviewed prior to enrollment.

Veteran students will have a reduced registration fee of \$10.00.

Re-entry (Re- Enrollment Policy)

A student who withdraws from AZ Barber Academy may re-enter into the same course of study without the loss of credit for prior hours and operations earned during prior enrollment, ***if re-entry occurs within 180 days of last day of attendance***. A student who was terminated for behavior reasons may not be eligible for re-entry. Students who re - enter more than 180 days after last day of attendance will have their transcripts evaluated for the number of hours/credits and services, they will receive credit for and such review and transferring of hours will be at the sole discretion of the school's Director. At time of re-entry another \$50.00 registration fee must be paid.

Veterans who were deployed during any lapse in enrollment will be given the most favorable evaluation of reentry credits possible when evaluating their transcripts upon re-entry.

Make-up Work

If a student fails or misses classroom theory, they are required to make it up in their own time after the theory lesson. If a written or a practical exam/quiz is missed, student will be given 2 opportunities to make up that exam/quiz, and an appointment with an instructor is required. Students are reminded that they are required to have a score of 80% (qualitative) from each of their written and practical exams at the SAP evaluation point to be deemed making Satisfactory Academic Progress.

Veterans Funding and Satisfactory Academic Progress

Students receiving Veteran 's funding ***will be*** eligible for Veteran's and Title IV funding if they are on Satisfactory Academic Progress warning. Failure to achieve Satisfactory Academic Progress status on the next evaluation after a student is placed on warning will result in an interruption of veteran's educational benefits funding ***and*** Title IV funding, if applicable. AZ Barber Academy does not have a Satisfactory Academic Progress status of probation for any students, at this time.

Enrolled Veteran's students must maintain Satisfactory Academic Progress (SAP) as outlined in the School's SAP policy to maintain my Veteran's educational benefits.

Evaluation Periods

The frequency of evaluations ensures that students have had at least one evaluation by midpoint in the course. Evaluations will be performed on actual hours. The chart below details the evaluation points applicable to each program:

| Program | Total Program Hours needed | Evaluation Times | Additional for Veteran Students |
|-------------|----------------------------|--------------------|---------------------------------|
| Barbering | 1,200 | 450/ 900/ 1,000hrs | 300/ 750/ 1,200hrs |
| Crossover | 200 | 100 /150hrs | 50 / 200hrs |
| Instructor | 350 | 90 / 175hrs | 150 / 350hrs |
| Hairstylist | 1,000 | 300 / 750 / 900 | 150 / 400 / 1,000hrs |
| | | | |

Leave of Absence Policy (LOA)

Occasionally students may experience extended personal, medical or other problems that make it difficult to attend class. AZ Barber Academy review requests for a Leave of Absences (LOA) for all students. A LOA is granted or denied at the sole discretion of the school Director or staff designated in the Director's absence. A Leave of Absence (LOA) request will be granted for no less than 7 calendar days and cannot exceed 180 calendar days in any given 12-month period. A written signed request for LOA can be submitted in-person to the school Admission's Office, via email at info.azbarberacademy@gmail.com or by mail at 1425 W Southern Ave, Ste 4, Tempe, AZ 85282

Requests will be granted for family medical reasons, jury summons, death in the family, military service and other reasons approved by school's administration. All students must follow AZ Barber Academy's policy in requesting a LOA.

The request for a leave of absence must be accompanied by a written signed statement as to the reason for the request.

All requests must be made in advance unless unforeseen circumstances prevent the student from doing so. AZ Barber Academy may grant a LOA to a student who did not provide a request prior to the LOA due to unforeseen circumstance if the institution documents the reason for its decision and collects the request from the student at a later date. In this event, the beginning date of the approved LOA would be the first date the student was unable to attend school because of the accident, illness or other approved event.

Veteran's Information

A student granted a LOA in accordance with this policy is not considered to have withdrawn and no refund calculation is required at the time of approval.

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. There will be NO additional charges while student is on an approved LOA.

- Student's contract period will be extended by the same number of calendar days taken in the LOA and these changes to the enrollment agreement will be initialed by all parties and/or on an addendum to the enrollment agreement, must be signed by all parties, or initialed by all parties if made to the original enrollment agreement.
- The student will be withdrawn if he/she takes an unapproved LOA or if student does not return by the expiration of an approved LOA. The student's withdrawn date for the purpose of calculating the refund will be the student's last date of attendance.
- Students returning from a leave of absence will return to the academic progress accomplished before the start of the leave.

Excused and Unexcused Absences

An absence is an absence at International Barber College, there is no contract extension for an excused absence, but the school does appreciate you calling/texting in if you will know you will be out for scheduling purposes. In the event a student is absent 14 consecutive calendar days, for any reason, said student(s) will be dropped and may re-enroll per the terms of the re-enrollment policy. Students may also use the Leave of Absence Policy in the event of a need for an extended absence.

Veteran's Enrollment Verification

Veteran's Students are required to verify their enrollment each month with the Veteran's Administration to receive their benefits at 877-823-2378 or online @ www.gibill.va.gov.

Students receiving VA education benefits will NOT be certified beyond the approved hours for the program. VA Students also receiving education benefits will also not be penalized for a late payment in accordance with 38 USC 3679 (e) AZ Barber Academy's Veterans Refund Policy complies with CFR 21.4255.

POLICY FOR COMPLIANCE WITH 38 U.S.C. § 3679(e)

AZ Barber Academy must permit any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility (COE) for entitlement to educational assistance under chapter 31 or 33 and ending on the earlier of the following dates:

Veteran's Information

- 1) The date on which the U.S. Department of Veterans Affairs (DVA) provides payment for a course of education to an institution
- 2) The date that is 90 days after the date on which the educational institution certifies for tuition and fees following receipt of the COE from the student

AZ Barber Academy ensures they will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from the DVA under chapter 31 or 33.

NOTE: A Covered Individual is any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation, or chapter 33, Post 9/11 GI Bill® benefits.

VTBA Policy

AZ Barber Academy in accordance with the Veterans Benefits and Transition Act of 2018 will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U.S. Department of Veteran Affairs. This policy is limited to tuition funds paid by the U.S. Department of Veteran Affairs. in accordance with the Veterans Benefits and Transition Act of 2018 will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U.S. Department of Veteran Affairs. This policy is limited to tuition funds paid by the U.S. Department of Veteran Affairs.

Acknowledgement

By signing I acknowledge I have read both the International Barber College Student Catalog and Veteran's Information Catalog, **prior to enrollment**.

By signing below, I acknowledge I have provided the school a signed summary and transcripts when available, **of all prior post-secondary educational institutions attended, prior to enrollment**.

Veteran's Information

I also understand and acknowledge that AZ Barber Academy will not certify VA students until their certificate of eligibility is received. AZ Barber Academy complies with USC 3679 has a policy in place that will allow an individual to attend or participate in a course of education, pending VA payment, providing the individual submits a certificate of eligibility for entitlement to educational assistance under Chapter 31 or 33.

Student Name (Print): _____

Student Signature: _____

Date: ____/____/_20____