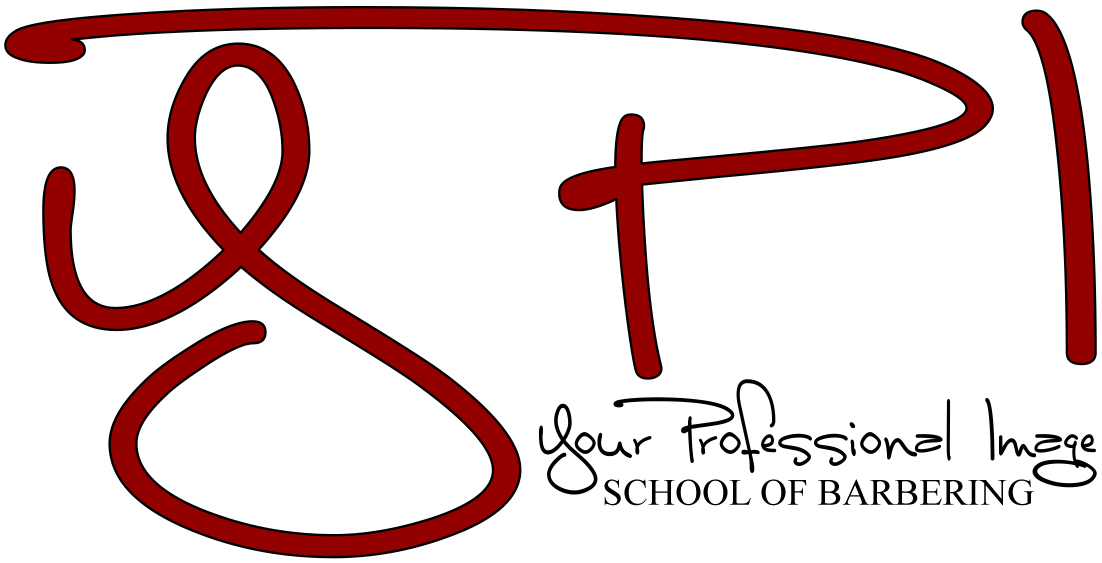

Your Professional Image
SCHOOL OF BARBERING

Your Professional Image School Of Barbering

School Catalog

4107 West BeltLine Blvd., Columbia 29204
Phone: 8037280167
ypischoolofbarbering@yahoo.com

Revised: September 21, 2026

School representative: Tony M. Taylor Sr.

School Catalog

Table of Contents

School Publication Catalog Dates	4
History/Mission Statement/objective/Non discrimination policy/Staff & Administration	4
Admissions/Applications Procedures/Enrollement Procedures	5
Title 38/United States Code Section 3679C School Compliance	8
School Programs	9
School Curriculum	10
Course Evaluation	12
Graduation Requirements	12
Tuition, Fees & Payments	13
Student Barbering Kit Policy	14
Refund policy (Withdrawal & Settlement Policy)	15
Grading System	16
Satisfactory Progress Policy	17
Transfer Students	18
Termination Procedures	19
Rules and Regulations	19
Leave Of Absence (LOA)	21
Serving Clients/ Student Barbers	21
Prior Credit	22
Grievance Procedures	22
Student Services	23
School Holidays / Closings	23
B—School Calendars	24
School Closure Statement	35
School Facilities	35
Annual Security Report	36
Career / Employment Opportunities	36
Privacy Act	36
A—Barbering Sanitary Rules and Regulations	37

School Publication Catalog Dates

January 2025 -- January 2028

History/Mission Statement/objective/Non discrimination policy/Staff & Administration

HISTORY

Your Professional Image School of Barbering opened August 12, 2011, after becoming licensed by the South Carolina Board of Barber Examiners.Your Professional Image School of Barbering is a community—based institution since its establishment. The school has graduated students who has proven to be successful.Your Professional Image School of Barbering continues to be devoted to its students and the community. The Institution has been in operation since the date of opening under the founder and director, Tony M. Taylor, Sr.

MISSION STATEMENT

Your Professional Image School of Barbering mission is to give students the foundational design principles from theory and then incorporate these with practical applications. Students will also learn how to adapt every aspect of the design to the client's needs and will prepare students to pass the state licensing exam. This provides each student with limitless possibilities, molding them to be a true hair designer and a great asset to the barbering industry.

OBJECTIVE

Your Professional Image School of Barbering will be designed around these five basic principles, teaching the art and science of barbering: 1. Inspiration 2. Institution 3. Creativity 4. Techniques 5. Skills. Each day our students will be challenged with our curriculum allowing them to see, think, create, and adapt as a hair designer, along with utilizing the most innovative techniques in the industry while learning the necessary fundamentals.

NON-DISCRIMINATION POLICY

Your Professional Image School of Barbering does not discriminate on the grounds of age, race, religion, color, sex, national and ethnic origin in its administration of educational policies, admission policies, other school administered programs and employment. The school offers equal opportunity in its employment and vocational activities.

Statement of Non-Discrimination and Accommodation

Your Professional Image School of Barbering, does not discriminate on the basis of disability. Individuals with disabilities are entitled to a reasonable accommodation to ensure that they have full and equal access to the school's educational resources, consistent with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) ("Section 504") and the Americans with Disabilities Act (42 U.S.C. § 12182) ("ADA"), their related statutes and regulations, and corresponding state and local laws.

Section 504 prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance. The ADA prohibits a place of public accommodation from discriminating on the basis of disability. The applicable law and regulations may be examined in the office of the ADA Compliance Coordinator, or his/her trained designee who has been designated to coordinate the efforts of the school to comply with Section 504 and ADA.

Please contact the school if you have any concerns about accommodation.

STAFF & ADMINISTRATION

Mr. Tony M. Taylor SR. Director / Chief Executive Administrator, a graduate of Tolliver's Barbering College in Columbia SC, has over 33 years administrative services in the barbering industry, a Licensed Instructor for 14 years, and Licensed Barber for 33 years. Mrs. Tanya LaSha Taylor, also brings over 28 years of HR and Administrator experience. Mrs. Aretha L. Elmore has over 25 years as a /Licensed Cosmetology and Barber Instructor& Technical Education (CATE) Instructor with extensive experience in hair care, cosmetology, beauty education, salon operations, master hair care and student development.

Mrs. Trista Engle/ Chief financial Officer, Accounting and financial management professional with approximately 22 years of CFO and senior accounting experience, including specialized expertise in postsecondary education compliance. Experienced in Title IV federal student aid requirements, SFA regulations.

Administrator - Mrs. Tanya LaSha Taylor

Admissions - Mrs. Tanya LaSha Taylor

Financial Aid - Mr. Tony M. Taylor Sr.

Chief Financial officer (CFO) - Trista Engle

Lead Instructor - Mr. Tony M. Taylor Sr.

Substitute Instructor - Mrs. Aretha L. Elmore

Director of Education -Mr. Tony M. Taylor Sr.

Front Desk Coordinator - Mrs. Tanya LaSha Taylor

Front Desk- Mrs. Tanya LaSha Taylor

Admissions/Applications Procedures/Enrollement Procedures

APPLICATION PROCEDURES

1. Schedule an appointment by writing or calling the Admissions Office at (803-728-0167) to request an interview and tour of the facility.

2. Complete an application for admission. Please note the permit fee is included with the application fee.

The application may be hand delivered or mailed to:

Your Professional Image School of Barbering

c/o Admissions Office

4107 West Beltline Blvd

Columbia, SC 29204

3. Applicants may be required to submit to a drug screening test from a selected medical facility.

PROGRAMS

Courses are only taught in the English language.

Programs 1: Barber-Styling (1500 Hours)

Goal: To train the students to become licensed practitioners in the field of hair design and hair care.

Students are required to complete 1500 hours of instruction and training as outlined by the South Carolina Board of Barber Examiners.

Each student must complete a course of at least 11 1/2 months, fifteen hundred clock hours as follows:

1. 280 total hours of theory/training is required before the student is allowed to render clinical services on live models.

2. Total hours of Theory is 280hrs with a minimum of 1hr of class per day. This meets the LLR Board of Barbering

Examiners requirement.

3. Total hours of Practical/Lab is 1220hrs. This meets the LLR Board of Barber Examiners requirement.

ENROLLMENT PROCEDURES

The school will send the applicant written notification indicating acceptance or non-acceptance within seven business days following interviews with school officials.

Prior to starting class, enrollees must meet the program requirements, and provide the following:

1. High School Diploma or General Education Development (GED), Official transcript of any college or technical courses completed.

2. Proof of Age (Birth Certificate, Driver's License, or official State Identification)

3. Proof of Citizen or Immigration (Social Security Card, Green card, etc.)

4. Registration Fee ($100)

5. Current Master Barbering License for (3) years or more (Instructor Program only)

6. Transcript from Barbering School (Instructor Program and Transfer Students only)

Your professional Image School of Barbering Program start and end dates for the remainder of the 2026--2028 calendar years.

09/30/25 – 08/11/2026

10/07/2025 – 08/18/2026

10/14/2025 – 08/25/2026

10/21/2025 – 09/01/2026

10/28/2025 – 09/08/2026

11/04/2025 – 09/15/2026

11/11/2025 – 09/22/2026

11/18/2025 – 09/29/2026

11/25/2025 – 10/06/2026

12/02/2025 – 10/13/2026

12/09/2025 – 10/20/2026

12/16/2025 – 10/27/2026

12/23/2025 – 11/03/2026

12/30/2025 – 11/10/2026

01/06/2026 – 11/17/2026

01/13/2026 -- 11/24/2026

01/20/2026 -- 12/01/2026

01/27/2026 -- 12/08/2026

02/03/2026 -- 12/15/2026

02/10/2026 --12/22/2026

02/17/2026 -- 12/29/2026

02/24/2026 -- 01/05/2027
03/03/2026 -- 01/12/2027
03/10/2026 -- 01/19/2027
03/17/2026 -- 01/26/2027
03/24/2026 -- 02/02/2027
03/31/2026 -- 02/09/2027
04/07/2026 -- 02/16/2027
04/14/2026 -- 02/23/2027
04/21/2026 -- 03/02/2027
04/28/2026 -- 03/09/2027
05/05/2026 -- 03/16/2027
05/12/2026 -- 03/23/2027
05/19/2026 -- 03/30/2027
05/26/2026 -- 04/06/2027
06/02/2026 -- 04/13/2027
06/09/2026 -- 04/20/2027
06/16/2026 --04/27/2027
06/23/2026 -- 05/04/2027
06/30/2026 -- 05/11/2027
07/07/2026 -- 05/11/2027
07/14/2026 -- 05/18/2027
07/21/2026 -- 05/25/2027
07/28/2026 -- 06/01/2027
08/04/2026 -- 06/08/2027
09/01/2026 -- 07/07/2027
10/01/2026 -- 08/06/2027
11/03/2026 -- 09/08/2027
12/01/2026 -- 09/30/2027
01/05/2027 – 11/02/2027
02/02/2027 -- 12/02/2027
03/02/2027 -- 01/04/2028
04/01/2027 -- 02/03/2028
05/04/2027 -- 03/07/2028
06/01/2027 -- 04/04/2028
07/01/2027 -- 05/03/2028
08/03/2027 -- 06/02/2028
09/01/2027 -- 07/05/2028
10/01/2027 -- 08/03/2028
11/02/2027 -- 09/01/2028

12/01/2027 -- 09/28/2028

01/04/2028 – 10/27/2028

02/01/2028 -- 11/24/2028

03/01/2028 -- 12/26/2028

04/04/2028 -- 01/26/2029

05/01/2028 -- 02/23/2029

06/01/2028 -- 03/28/2029

07/05/2028 -- 05/01/2029

08/01/2028 -- 05/25/2029

09/01/2028 -- 06/28/2029

10/03/2028 -- 07/27/2029

11/01/2028 -- 08/28/2029

12/01/2028 -- 09/27/2029

End dates will have holidays calculated

CLASS START DATES: The enrollment period shall be once a month or until class has met its capacity. This

information will be available by contacting the Admissions Office.

Title 38/United States Code Section 3679C School Compliance

Title 38 United States Code Section 3679(e) School Compliance

NOTE: A Covered Individual is any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation and Employment, or chapter 33, Post-9/11 GI Bill benefits and who submits a VA Certificate of Eligibility to the enrolling institution.

• Your policy must permit any covered individual to attend or participate in the course of education, without financial or access penalty, during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33. A “certificate of eligibility” may also include a “Statement of Benefits” obtained from the U. S. Department of Veterans Affairs’ (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes. The period of time when the school may not assess a financial or access penalty against a covered individual ends on the earlier of the following dates:

1. The date on which payment from VA is made to the institution.

2. 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

Specifically, the school’s policy must ensure that your educational institution 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 of funding from VA, under chapter 31 or 33.

In addition, statute allows our school policy to require the covered student to take the following additional actions:

submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education.

Submit a written request to use such entitlement.

Provide additional information necessary to the proper certification of enrollment by the educational institution.

School Programs

Courses are only taught in the English language.

Programs 1: Barber-Stylist (1500 Hours)

Goal: To train the students to become licensed practitioners in the field of hair design and hair care.

Students are required to complete 1500 hours of instruction and training as outlined by the South Carolina Board of Barber Examiners.

Each student must complete a course of at least 11 1/2 months, fifteen hundred clock hours as follows:

1. 280 total hours of theory/training is required before the student is allowed to render clinical services on live models.

2. Total hours of Theory is 280hrs with a minimum of 1hr of class per day. This meets the LLR Board of Barbering

Examiners requirement.

3. Total hours of Practical/Lab is 1220hrs. This meets the LLR Board of Barber Examiners requirement.

Programs 2: Master Haircare Stylist (1500 Hours)

FYI-- This program is currently available and will be offered at a later date.

Goal: To train the students to become licensed practitioners in the field of hair design and hair care.

Students are required to complete 1500 hours of instruction and training as outlined by the South Carolina Board of Barber Examiners.

Each student must complete a course of at least 11 1/2 months, fifteen hundred clock hours as follows:

1. 280 total hours of training is required before the student is allowed to render clinical services on live models.

2. Total hours of Theory is 280hrs with a minimum of 1hr of class per day. This meets the LLR Board Of Barbering

Examiners requirement.

3. Total hours of Practical/Lab is 1220hrs. This meets the LLR Board of Barber Examiners requirement.

ENROLLMENT PROCEDURES

The school will send the applicant written notification indicating acceptance or non-acceptance within seven business days following interviews with school officials.

Prior to starting class, enrollees must meet the program requirements, and provide the following:

1. High School Diploma or General Education Development (GED) or Official transcript of any college or technical courses completed.

2. Proof of Age (Birth Certificate, Driver’s License, or official State Identification)

3. Proof of Citizen or Immigration (Social Security Card, Green card, etc.)

4. Registration Fee ($100)

5. Transcript from Barbering School (Transfer Students only)

6. (2) 2x2 passport pictures

7. Tuberculosis test from a medical facility (test be negative to be enrolled)

CLASS START DATES: The enrollment period shall be the 1st of each month or once class has met its capacity. This

information will be available by contacting the Admissions Office.

School Curriculum

BARBERING COURSE CURRICULUM (1500 HOURS)

1. History of Barbering... 10

2. Life Skills..... 10

3. Professional Image (Hygiene, Grooming, Ethics).. 20

4. Professional Ethics—ethical conduct and attitudes..... 20

5. Infection Control: Principals, Practices (Sanitation and Disinfection) 80

6. Implements, Tools & Equipment: Implements Use & Safety, Tools Use & Safety, Equipment Use & Safety..... 20

7. Anatomy and Physiology– the body and its functions.....20

8. Basics of Chemistry, pH, and Product Knowledge....80

9. Basics of Electricity, Electrotherapy & Light Therapy.... 10

10. Properties & Disorders of the Skin, Scalp & Hair: Analysis of Skin, Scalp or Hair.... 70

11. Treatment of the Hair & Scalp: Shampooing & Conditioning (Basic)...50

12. Facial Massage Manipulation & Treatments. 25

13. Shaving & Facial Hair Design; 14– step of shaving, Mustache or Beard Design.... 100

14. Men's Haircutting & Styling; Haircuts & Styles. Head Shaves, Temporary Color, Color Enhancements (spray on color, hair fibers) Non– oxidative semi– permanent... 420

15. Hair Replacement Systems: Measure, Fit, Cut and attach.... 10

16. Women's Haircutting & Styling; Blunt, Uniform– layered, long– Layered Cuts, Blow Drying, Thermal Styling, Wet Styling Techniques, Temporary Color, Color Enhancements (spray on color, hair fibers) Non–oxidative semi– permanent.... 395

17. Barbershop Management..... 40

18. Retailing..... 40

19. State Board Preparation, Licensing Laws and Regulations.

State Board Prep-- Licensing Laws & Regulations

State Board Prep-- Practical– Practice & Testing

State Board Prep– Theory– Review & Testing..... 80

TOTAL HOURS FOR BARBER STUDENTS: 1500 HOURS

MASTER HAIRCARE CURRICULUM (1500 HOURS)

1. History of Barbering ……10

2. Life Skills ……10

3. Professional Image (Hygiene, Grooming, Ethics) ……20

4. Professional Ethics---ethical conduct and attitudes

.....20

5. Infection Control: Principals, Practices (Sanitation and Disinfection) 80

6. Implements, Tools, & Equipment 20

• Implements Use & Safety

• Tools Use & Safety

• Equipment Use & Safety

7. Anatomy & Physiology ……..... 20

8. Basics of Chemistry, pH, and Product Knowledge ……....80

9. Basics of Electricity, Electrotherapy & Light Therapy ……..10

10. Properties & Disorders of the Skin, Scalp & Hair ……..70

• Analysis of Skin, scalp or hair

11. Treatment of the Hair and Scalp ……80

• Shampooing and Conditioning (Basic)

• Scalp & Hair Treatments (Advanced)

12. Facial Massage Manipulations & Treatments ……...25

13. Shaving and Facial Hair Design ……....60

• 14-Step Shave

• Mustache or Beard Design

14. Men's Haircutting & Styling ……..300

• Haircuts and Styles

• Head Shaves

15. Hair Replacement Systems ……..10

• Measure, fit, cut and attach

16. Women's Haircutting & Styling ……..300

• Blunt, Graduated, Uniform-layered, Long-layered Cuts

• Blow-drying, Thermal Styling, Wet Styling Techniques

17. Chemical Texture Services ……95

• Permanent Waves (Cold Wave & Exothermic)

• Soft Curl Perms

• Chemical Relaxers

18. Haircoloring & Lightening ……150

• Temporary Color Application

• Semi-permanent Color Application

• Demi-permanent Color Application

• Permanent Color Virgin and Retouch Applications

• Hair Lightening Virgin and Retouch Applications

19. Barbershop Management ……40

20. Retailing ……..40

21. State Board Preparation, Licensing Laws and Regulations ……60

• State Board Prep – Licensing Laws & Regulations

• State Board Prep – Practical – Practice & Testing

• State Board Prep – Theory – Review & Testing

TOTAL HOURS FOR MASTER HAIRCARE STUDENTS: 1500 HOURS

Course Evaluation

Course Evaluation:

Written exams are given at the end of each unit of study. During the unit of study where practical procedures need to be completed, they will also be evaluated. Students are assigned a minimum number of lab requirements. Students are given progress reports during their training. Upon completion of their training students' evaluations are based on written and practical applications and lab work.

Graduation Requirements

GRADUATION REQUIREMENTS

BARBER-STYLIST

Satisfactory completion of 280 Theory hours and 1220 Practical/Lab hours. Totaling 1500 hours

Completion of required clinical performances as required by the South Carolina Board of Barbers Examiners.

Satisfactory completion of all examinations, both practical and theory, with a score of 75% or greater.

Completion of portfolio.

Have a cumulative Grade Point Average (GPA) of 2.0 or greater.

Upon completion of the above items:

Student will then be awarded a certificate of completion.

The school will certify the student to South Carolina Board of Barber Examiners for their Barber Stylist Examinations.

Programs 2: Master Haircare (1500 Hours) FYI-- This program is currently available and will be offered at a later date.

Goal: To train the students to become licensed practitioners in the field of hair design and hair care.

Students are required to complete 1500 hours of instruction and training as outlined by the South Carolina Board of Barber Examiners.

Each student must complete a course of at least 9 1/2—12 1/2 months, fifteen hundred clock hours as follows:

1. 280 total hours of training is required before the student is allowed to render clinical services on live models.

2. Total hours of Theory is 280hrs with a minimum of 1hr of class per day. This meets the LLR Board Of Barbering

Examiners requirement.

3. Total hours of Practical/Lab is 1220hrs. This meets the LLR Board Of Barber Examiners requirement.

TEACHING METHODOLOGY

Students will be taught by trained certified instructors. In teaching both theoretical and practical training various teaching methods are used: interactive lectures, classroom presentations, question and answer, demonstrations, problem-solving, one-on-one and sessions, laboratory, student shop activities and evaluations.

CAREER OPPORTUNITES

The school will post job opportunities on the student's bulletin board. The school will post all job opportunities on the bulletin as soon as the school receives them.

Tuition, Fees & Payments

TUITION, FEES,

Students paying out-of-pocket or paying tuition with VA Benefits will begin monthly payments approximately thirty days from the enrollment date. Tuition payments schedule for students utilizing Financial Aid will be determined upon receipt of Financial Aid approval. Tuition will be paid directly to the School from the Department of Education based on its payment schedule and the student's academic and attendance satisfactory progress.

FINANCIAL COMMITMENT

Attending barber school is an extensive responsibility, both personally and financially. Students must fulfill their written payment commitment with us in order to attend school.

TUITION AND EXPENSES

Category: Barber Stylist

Tuition: $ 19,500.00

Student Barber Kit & supplies: $ 600.00

Registration Fee: $ 100.00

Uniforms (8) Shirts, polo & button down: $ 260.00

Books: $250.00

Total cost: $ 20,710.00

Hourly rate for tuition is: $13.00

Master Haircare Stylist

Tuition: $22,000.00

Student Barber Kit & supplies: $1,000.00

Registration Fee: $100.00

Uniforms (8) Shirts, polo & button down: $260.00

Books: $250.00

Total cost: $23,610.00

Hourly rate for tuition is: $14.66

Hourly rate for tuition is based on clock hour (transfer student prorated calculation)

SCHEDULE OF PAYMENT

Students are expected to submit payments on time. Payment plans are available, and are listed under

the Tuition and Fee Schedule section of this handbook. If a student has difficulty making monthly payments, he/she is encouraged to speak to the administrator immediately.

After the initial deposit has been made, a student shall begin submitting monthly payments on the 1st

of the month as outlined in the student's contract. Remaining payments will be made on

the same day each month thereafter, until paid in full.

FEE/PAYMENT OPTIONS

Payments can be made via cashier's check, money order or cash.

Cashiers Check/Money Orders should be made payable to your professional image school of barbering. Write your name and student

permit number on the cashier's check/money order. Submit in person or by mail to: Your Professional Image School Of Barbering 4107 West Beltline Blvd. Columbia, SC... NO PERSONAL CHECKS WILL BE ACCEPTED.

There is no prepayment penalty.

CASH PAYMENTS

Cash payments may be paid in the Admissions office in person only. Do not send cash in the mail.

Students will make weekly or Monthly payments as scheduled above, payable at the office of the school. Students will have up 180 days after their graduation date to fulfill all financial obligations or legal actions maybe taken to collect any school tuition & fees.

If a scheduled payment is not made within (5) business days, the unpaid balance shall immediately become in default and attendance may be held in abeyance

At the option of the school until to past due balance is fully paid. The student acknowledges and under-

Stands, that reasonable attorney's fees and costs shall be awarded in any action taken on this contract

Or any part of it. The course of study is intended to qualify students for the state barbering licensing

examination. If additional instruction is required after graduation, it will be provided at the cost of $22.00 per hour.

Student Barbering Kit Policy

Student Kit Policy

At Your Professional Image School of Barbering, we are committed to providing students with the necessary tools and materials to succeed in their programs and meet industry and licensure requirements. This Student Kit Policy outlines the procedures and expectations regarding the distribution, ownership, use, and replacement of student kits.

1. Provision of Kits

Each student will receive a comprehensive kit containing the tools, supplies, and materials needed for their program. A detailed inventory of the kit contents will be provided during orientation.

Kits will be distributed to students upon payment of kit fees or as outlined in the enrollment agreement.

2. Ownership of Kits

The kit becomes the property of the student once payment is made in full.

Students are responsible for maintaining their kits in good condition and ensuring they have all required items for classes and practical training.

3. Kit Usage Policy

Students are required to use their kits exclusively during class and practice sessions unless otherwise specified by an instructor.

Proper care and handling of tools and materials are expected at all times. Any misuse of kit items may result in disciplinary action.

4. Replacement Policy

Lost, stolen, or damaged items from the kit are the responsibility of the student. Replacements can be purchased through the school or an approved supplier.

The institution is not liable for kit items lost, stolen, or damaged once distributed to the student.

Students are encouraged to secure their kits and personal belongings at all times.

5. Cost and Payment Details

Kit costs are included in the total program tuition or listed separately in the enrollment agreement. A breakdown of kit fees will be provided upon request.

Payment plans for kit costs may be available. Students should contact the Financial Aid Office for more details.

6. Compliance with State and Industry Requirements

All items in the kit comply with state regulations and industry standards to ensure students are adequately prepared for licensure and employment.

The institution reserves the right to update kit contents as necessary to align with curriculum updates, state board requirements, or industry advancements.

7. Additional Notes

Students should inventory their kits upon receipt and report any missing or defective items within five business days. The institution will replace verified missing or defective items at no additional cost within this timeframe.

Kits are non-refundable once opened or used.

By signing the enrollment agreement, students acknowledge their understanding and acceptance of this Student Kit Policy.

Refund policy (Withdrawal & Settlement Policy)

WITHDRAWAL & SETTLEMENT POLICY

If applicant is rejected by the school, prior to beginning his/her first class, applicant is entitled to a full refund of paid tuition.

If a student (or in case of a student 16 years old, his/her parent or guardian) cancels enrollment and requests a refund in writing within three business days after signing the Contract Agreement, all paid tuition will be refunded.

If a student cancels enrollment after three business days following the signing of the Contract Agreement, but prior to beginning classes, he/she will be entitled to a refund of all paid tuition.

For students who enroll in and begin classes, but fails to complete the course (student drops or withdraw), refunds will be calculated as follows on chart below:

Percentage of Courses Completed Amount of Tuition Retained by School

0.01% to 4.9% 20%

5% to 9.9% 30%

10% to 14.9% 40%

15% to 24.9% 45%

25% to 49.9% 70%

50% and Over 100%

Refunds due will be paid within, but no later than, thirty days following written cancellation signed by the student and the Director.

When a student notifies the school in writing that he/she is officially withdrawing, the school will prepare a refund calculation based on percentage of course completed. The official withdrawal date will be determined by the postmark on written notification, or the date said notification is delivered to the Institution in person.

Students who officially withdraw are required to complete and sign a Withdrawal Form (available from the School Administrative Office).

Unofficial withdrawals (drops) are determined by the Institutions monitoring clock hour attendance and academic progress every thirty days. When a student is dropped, the Institution prepares a Refund Calculation (see percentage chart above). The effective date of the withdrawal will be the student's last day of attendance.

In case of illness or a disabling accident, death in the immediate family (mother, father, child, spouse, grandparents, siblings) or other circumstances beyond the control of the student, the school will make a reasonable and fair settlement of paid tuition based upon the student's completion percentage (see chart).

If the school is permanently closed and is no longer offering instruction after a student has enrolled, the student shall be entitled to prorate refund of tuition.

If the course is canceled after the student enrolls and before instruction begins, the school will provide a full refund of all monies paid, including the registration fee.

Unless course is canceled, registration fees are non-refundable.

Grading System

GRADING SYSTEM

The grading system is designed to promote student knowledge of the learning curriculum. It also establishes passing grades that document student's achievement for course competencies at levels acceptable for job entry. Your Professional Image School of Barbering requires a minimum of 75% to progress from one course segment to another. Students are required to maintain a 2.0 average.

Percentage	Grade	GPA
93% - 100%	**A**	**4.0**
85% - 92%	**B**	**3.0**
75% - 84%	**C**	**2.0**
74% - 70%	**D**	**1.0**

69% - Below	**F**	**0.0**
	I	**Incomplete**

I = Incomplete. This is given when a student receives no credit for the class at the end of the term; for example, if a student didn't turn in a necessary project or have not taken all required test/quiz, the school will allow the student 30 days to make up all the assignments. The student may request an additional 30 days to complete the assignment at the discretion of the instructor, as a result of extenuating or mitigating circumstances.

Note: Failure to adhere to the "I" grade policy will result in a failing grade (F)

MAKE-UPWORK

If any assignments, including practical work, are missed, it is the responsibility of the student to request a make-up date with the instructor within one week of missing the assignment. In cases of excused absences, the student will have one week after returning to complete make-up work. Make-up work will be assigned by the instructor to be completed online. This does not apply in cases of approved LOA absences, or other excused absences. In the case of an approved LOA, assignments are not considered late, and the student will pick up where he/she left off

Satisfactory Progress Policy

SATISFACTORY PROGRESS POLICY

The Satisfactory Progress (SAP) policy applies to all students including those receiving, Full or Partial funding assistances, and/or self-pay. SAP in academic and attendance is a requirement. Students must maintain "SAP" to continue eligibility for funding. To determine SAP, all students are evaluated in academics and attendance at the end of each evaluation period. Students are advised of their academic and attendance status via on their progress report.

SATISFACTORY ATTENDANCE PROGRESS

Students must attend a minimum of 67% of the curriculum scheduled hours to maintain SAP (80% for Veteran Students) and complete the course within the maximum allowed time frame. The maximum time frame is equal to 1.5 times the published length of the course. Authorized leaves of absence (LOA) will not be considered in the maximum time frame evaluation. LOA will extend the student's contract period and maximum time frame by the same number of days taken in the LOA.

SATISFACTORY ACADEMIC PROGRESS

The student's academic achievement is evaluated by written exams given after each unit of study. The student's practical skills are evaluated throughout the course of study, and a final grade for each practical application is included in the student's grade point average. Students must maintain a grade point average of 75% or greater. Students are required to maintain a cumulative grade point average of 2.0 or greater.

DETERMINATION OF SAP

Students will receive academic reports at the end of each evaluation period (450 clock hours, 900 clock hours and 1200 clock hours).

FYI

If a student SAP falls below school policy before or between evaluation periods, the school will conduct

an advisory meeting with the student and a advisory form will be filled out with a plan of action for maintaining compliance of SAP.

FINANCIAL AID WARNING

Students failing to meet requirement for attendance (actual hours) and/or academic progress at an evaluation point (450, 900, or 1200) will be placed on a Financial Aid warning.

FINANCIAL AID PROBATION

A student on warning status who does not achieve Satisfactory Progress by the next evaluation point will be placed on Financial Aid Probation. Students on Financial Probation cannot receive program funds, if applicable, unless he/she files an appeal and receives a reversal. (See Appeal Procedures below).

APPEAL PROCEDURES

Students placed on Financial Aid Probation may file an Appeal. To do so, the student must submit a written appeal on the School's Appeal Form to the School's office within 5 days from the date of probation notice. The Appeal Form must be submitted with supporting documentation, including reasons (reasons include death of a relative, injury/illness of a student, or other special circumstances) why the Financial Aid Probation should be reversed and request a re-evaluation. An Appeal hearing must take place within 5 days from receipt of the written Appeal. The hearing will be attended by the student, parent/legal guardian, if applicable, and appropriate School staff members. A decision will be made within three (3) business days following the hearing, and communicated to the student in writing and documented in student's file. The decision will be final. If the Probation is reversed, the student's eligibility for funds will be reinstated.

RE-ESTABLISHMENT OF STATUS

A student who is not making Satisfactory Progress may re-establish Satisfactory Progress by:

(1) making up missed tests and/or practical evaluations-thereby, increasing his/her GPA to 75% or better; and/or (2) increasing his/her cumulative attendance to 67% or better. 80% for veteran.

REINSTATEMENT OF FINANCIAL AID

Students on Financial Aid Probation will be monitored via an electronic Satisfactory Progress report to determine when they re-establish Satisfactory Progress.

RE-ENTRY STUDENTS/INTERRRUPTIONS

Students who withdraw or have been terminated from School may re-enroll (if determined eligible) within 180 days and will not incur additional charges. However, these students will be responsible for paying any remaining balance from the previous enrollment for paying any remaining balance from the previous enrollment, plus any increase in tuition rates, if applicable. Students who withdraw or have been terminated and re-enroll after more than 180 days will pay a $160 registration fee and will be charged for contracted hours at the current tuition rate. All re-enrolling students will be provided with the School's Re-enrollment Policy, and will be evaluated by the School's Director for placement in the curriculum and kit needs (re-enrolling students may be required to purchase the current school kit). Students applying for re-entry or transfer in from other schools may be required, as a condition of enrollment, to bring delinquent (prior) student loans to a current status. Re-enrollment is at the discretion of the Director.

Transfer Students

TRANSFER STUDENTS

The cost of transferring grades, hours, and performance records is fifteen ($15) dollars. Transfer will be given to student providing all financial obligations to the school are satisfied.

Student wishing to transfer into Your Professional Image School of Barbering must first meet all

admissions requirements.

Students must enroll for a minimum of three hundred clock hours. Additional hours maybe necessary if all requirements for graduation are not met.

Tuition will be charged on a prorate basis. Cost will include registration fees and any equipment and books necessary to complete the training. Transferring students must submit an official transcript.

Termination Procedures

TERMINATION PROCEDURE

A student maybe terminated from the school for any of the following reasons:

Not adhering to school rules and regulations

Failure to maintain satisfactory progress

Failure to uphold contracted financial agreement

Bringing weapons of any kind on the school premises.

Unlawful manufacture, possession, dispensing, distribution, or use of controlled substances

Attendance rate drops below 67% in any given calendar month (80% for VA students).

Unprofessional conduct or behavior that inhibits the educational process (ex: verbal or physical assaults, stealing, lack of cooperation, sexual harassment, fighting, or other poor conduct).

Conviction of felony

Note: Any student whose conduct is determined to be detrimental to a learning environment or the peace and order of the classroom, school, or grounds will be dismissed for unsatisfactory conduct. Re-entry will be considered only after the cause for dismissal has been eliminated and is at the discretion of the Director.

USE OF LEGAL/ILLEGAL DRUGS AND FIREARMS

Students have the right to possess physician prescribed medication.

Students are not allowed to possess, use of, and distribution of any illegal drugs (Including vape or any smoking devices, cigarettes included) while on school property. Designated smoking area is on the side of the building. No smoking or vaping is allowed in front of the school or along the sidewalk. Such behavior will result in suspension from school.

If a student is suspected of using drugs, he/she may be required to take a drug test as detailed in his/her enrollment contract.

Firearms are prohibited on school property.

VIDEOS, PHOTOS AND/OR TEXT RELATED TO THE SCHOOL

Students aren’t allowed to place any videos, photos and/or text related to the school on any form of media without written permission from the school’s director. To do so may result in immediate suspension.

Rules and Regulations

RULES AND REGULATIONS

SCHOOL SCHEDULE

Morning Session is from 8:00am to 5:30pm - Tuesday thru Thursday and Friday 8:00am to 4:00pm

Evening Session is from 4:00pm to 9:30pm - Tuesday thru Friday (Evening classes only when we have

students on roaster)

ATTENDANCE

All students must document on time sheet in and out when leaving the training area (including lunch periods).

AM students who don't sign in by 9:00am (Tuesday thru Friday) are considered tardy unless the director approves the late arrival. PM students who don't sign in my 4:00pm (Tuesday thru Friday) are considered tardy unless the director approves the late arrival.

Any student who dismisses their self without the director's or instructor's approval will not accrue time for that day.

If a student is absent more than seven days in a calendar month, they are subject to suspension and/or may be dropped from enrollment.

ASSIGNED INSTRUCTIONS

Students are required to complete instructional tasks assigned by the instructor.

Any student that refuses an instructional task will be subject to suspension.

LUNCH BREAKS/BREAKS

Day students are required to take a 30 minute lunch break and must sign in and out.

Students are not allowed to smoke inside the school or within 50 feet of the front entrance of the building. Smoking is permitted on the side of the building.

Student must not take breaks while providing service to a client. To do so may result in suspension and loss of hours for the day.

TARDY/ABSENT

Students maybe dropped if absences fall below 67% in a calendar month.(80% for VA student).

Students are responsible for any make up work within 5 school days.

Student should notify the school if they are anticipating being absent.

Habitual absences and tardiness may result in suspension or expulsion from the program.

No credit can be accrued during absences.

DRESS CODES

Students are required to wear a barber jacket (smock) and name badge at all time while in class/lab.

Students are required to wear all black shoes, school issued shirt with khaki pant or skirt (females and only due to religion).

Pants must be worn neatly on the waistline with seat (crouch) at proper height above the knees and skirts length must past knees.

Clothing must fit whereas that it does not expose the abdomen, chest, cleavage, or buttock areas.

Tattoos must be free of sexually related references, references to drugs or weapons, and foul language.

Body piercing may only be worn on the ear (s).

Students are not allowed to wear any head gear (ex: hats, scarves, etc.) during class and/or lab sessions.

Any student who doesn't comply with the dress code is subject to suspension and/or maybe dropped from enrollment.

LOCKERS

Each student will be provided a locker.

It is the student's responsibility to place a lock on his/her locker.

Lockers are available so that students may store only school related items and materials that can't be carried into class/lab sessions (ex: mannequins, lunch, purses, etc.). Any illegal substances or materials are prohibited in lockers.

Your Professional Image will not be responsible for any lost or stolen item from your locker / work area.

Leave Of Absence (LOA)

LEAVE OF ABSENCE

To request a Leave of Absence (LOA), the student must submit a signed and dated LOA form to their instructor. If the instructor agrees with the request, he/she signs the form and submits it to the Director for approval. The LOA is granted once approved by the Director.

In order to receive approval for a LOA, the student must 1. provide a legitimate reason 2. return to school on the return date listed on the signed LOA request form. Legitimate reasons include, but not limited to, death in the family, personal/family illness, maternity leave

A Leave of Absence extends the student's contract period and maximum time frame by the same number of days as the LOA.

If a student is not able to return on the date specified in the signed LOA form, he/she must submit a new signed request to extend his/her leave of absence.

Students who don't return from leave of absence will be withdrawn from the school. Effective date of withdrawal will be the last day of attendance.

Students may be granted up to 120 days of leave during his/her contracted enrollment period.

Serving Clients/ Student Barbers

SERVING CLIENTS

Only students who have completed the first 280 hours and have been certified as ready are allowed to serve clients.

After signing in, the students are required to set up his/her station to be ready to service clients. The instructor will inspect stations for proper implements and sanitation.

Students aren't permitted to receive special clients without prior approval from the instructor.

Students will receive practical assignments on a rotational basis from the instructor in charge.

Students may not provide services to a client without an instructor present in the lab.

Student must request a visual check of services from the instructor prior to dismissing a client.

All client services must be assigned to students by the instructor on duty.

Before and after serving each client, the students are required to follow school's sanitation procedures.

Student must ensure that their station is set up with clean towels, cape (s), fumigant, clipper cleaning solution, ultra-violet sanitizer and antiseptic solution.

Student should service the disinfectant tray before practice training begins.

Students aren't allowed to engage in conversation with other students while clients are being served.

SERVING OTHER STUDENTS

Students must obtain permission from the instructor on duty prior to providing service to another student.

When a student receives services he/she must pay a student discounted rate for each services. FYI—

Students services are free to students only on Tuesdays and you must have instructor permission before services are rendered

Prior Credit

PRIOR CREDIT

Students that have been enrolled at another barber college/institution must provide an official transcript for previously completed clock hours. They will be given an assessment test to determine the amount of clock hours that will be awarded as prior credit for previous education and training with the program shortened proportionately.

Please be advised that students will have to provide an official transcript before their start date to receive credit . Failure to provide the official transcript will cause a delay with enrollment.

Grievance Procedures

GRIEVANCE PROCEDURES

A student, teach, or staff member may file a complaint against the school or any school official. If a student, teacher or staff member feels that he/she has been adversely affected by the school's Operational Procedures, Rules and Regulations, or any faculty or staff member, he/she has the right to the school's complaint process. The complaint process is established as a two-part system: (a) pre-complaint process (b) formal complaint process.

PRE-COMPLAINT PROCESS

If the affected student feels he/she has a valid complaint, the affected party must contact the designated student counselor within 20 calendar days of the incident occurrence. If the complainant does not wish to use the designated counselor, he/she may request in writing the appointment of another student counselor.

The Counselor will attempt to resolve the matter on informal basis within 10 calendar days from the time of the initial contact.

If unsuccessful, the Counselor will inform the aggrieved party in writing of his/her subsequent rights.

If complainant is not satisfied or a resolution was not met, the complainant may pursue the matter through the formal process.

FORMAL COMPLAINT PROCESS

A formal complaint must be filed within 15 calendar days of the notice in writing from the counselor.

A formal complaint may be filed in person or by mail with the Director of the School. The Director will form a Hearing Committee consisting of one faculty or staff member, one hair care industry professional that is not associated with the school, and one student.

The complainant has the right to have a representative of his/her own choosing at all stages of the process.

The hearing may be held on or off the school premises. If held on the school's premises, it must be approved by the school's Director.

The committee's decision must be issued to the Complainant within fifteen calendar days from the hearing.

A copy of the Committee's decision will be submitted to the Director for final adjudication.

Student Services

STUDENT SERVICES

Your Professional Image School of Barbering provides student counseling services on an individual basis to help students with personal, financial, academic or other areas of concern. Counseling is obtained by faculty referral or by student request. Information about students is released only with written permission of the student, or parent/guardian if the student is a minor.

LICENSING INFORMATION

Secretary of the State

Professional Licensing Boards Division

South Carolina Board of Barbers Examiners

110 Centerview Drive

Post Office Box 11329

Columbia, SC 29211-1329

(803) 896-4491

FEES

Examination fee for Registered Barber License $ 155.00

Examination fee for Instructor License $ 160.00

Application fee for Registered Barber License $ 45.00

Application fee for Instructor License $ 45.00

S.C. State Registered Barber—Licensed Renewal $ 140.00

For more information on job licensing go to; O* Net Code Connector

Barbers code 39-5011-00 / Barber, Barber shop operator, Barber stylist, Stylist

https://www.onetcodeconnector.org/ccreport/39-5011.00

School Holidays / Closings

SCHOOL HOLIDAYS/CLOSING

The school will be closed for the following holidays.

New Year’s eve

New Year’s Day

Martin Luther King Jr. Day

President’s Day

Memorial Day

Juneteenth

Independence Day

Labor Day

Veteran’s Day

Thanksgiving’s weekend (3) Days starting on that Thursday

Christmas eve

Christmas Day

Annual calendars for the current year and the following year are part of this catalog and are marked as Appendix

---

B—School Calendars

ASCII Picture Calendar — 2025, 2026, 2027

(South Carolina school handbook insert)

How to read: days marked with an asterisk * have one or more observances.

Each month’s 'Notes' section lists the observances with full names and their codes.

Important notes:

• Some observances (Chinese New Year, Ramadan begins, Passover, Rosh Hashanah, Hanukkah) follow lunar calendars.

Dates can vary by local sighting and time zone. The dates shown here are the commonly observed civil dates;

please verify locally if you need absolute precision for compliance.

• Equinox/Solstice dates shown are in GMT/UTC.

LEGEND (codes used with * days):

AA: Admin Assistants Day

AF: April Fool's Day

AW: Ash Wednesday

C5: Cinco de Mayo

CD: Columbus Day

CN: Chinese New Year

DS: December Solstice (GMT)

EA: Easter

ED: Earth Day

FD: Father's Day

FG: Flag Day

HK: Hanukkah begins

HW: Halloween

ID: Independence Day

JS: June Solstice (GMT)

JT: Juneteenth

KZ: Kwanzaa begins

LD: Labor Day

MD: Mother's Day

ME: March Equinox (GMT)

ML: Martin Luther King Day

MM: Memorial Day

NE: New Year's Eve
NY: New Year's Day
PD: President's Day
PE: Pentecost
PS: Passover
RB: Ramadan begins
RH: Rosh Hashanah
SE: September Equinox (GMT)
SP: St. Patrick's Day
TG: Thanksgiving
VD: Valentine's Day
VV: Veterans Day
XM: Christmas Day
========== 2025 CALENDAR ==========
January 2025
Su Mo Tu We Th Fr Sa
1* 2 3 4
5 6 7 8 9 10 11
12 13 14 15 16 17 18
19 20* 21 22 23 24 25
26 27 28 29* 30 31
Notes:
- 01: New Year's Day [NY]
- 20: Martin Luther King Day [ML]
- 29: Chinese New Year [CN]
February 2025
Su Mo Tu We Th Fr Sa
1
2 3 4 5 6 7 8
9 10 11 12 13 14* 15
16 17* 18 19 20 21 22
23 24 25 26 27 28
Notes:
- 14: Valentine's Day [VD]
- 17: President's Day [PD]
March 2025
Su Mo Tu We Th Fr Sa
1*
2 3 4 5* 6 7 8

9 10 11 12 13 14 15
16 17* 18 19 20* 21 22
23 24 25 26 27 28 29
30 31
Notes:
- 01: Ramadan begins [RB]
- 05: Ash Wednesday [AW]
- 17: St. Patrick's Day [SP]
- 20: March Equinox (GMT) [ME]
April 2025
Su Mo Tu We Th Fr Sa
1* 2 3 4 5
6 7 8 9 10 11 12
13* 14 15 16 17 18 19
20* 21 22* 23 24 25 26
27 28 29 30*
Notes:
- 01: April Fool's Day [AF]
- 13: Passover [PS]
- 20: Easter [EA]
- 22: Earth Day [ED]
- 30: Admin Assistants Day [AA]
May 2025
Su Mo Tu We Th Fr Sa
1 2 3
4 5* 6 7 8 9 10
11* 12 13 14 15 16 17
18 19 20 21 22 23 24
25 26* 27 28 29 30 31
Notes:
- 05: Cinco de Mayo [C5]
- 11: Mother's Day [MD]
- 26: Memorial Day [MM]
June 2025
Su Mo Tu We Th Fr Sa
1 2 3 4 5 6 7
8* 9 10 11 12 13 14*
15* 16 17 18 19* 20 21*
22 23 24 25 26 27 28

29 30

Notes:

- 08: Pentecost [PE]
- 14: Flag Day [FG]
- 15: Father's Day [FD]
- 19: Juneteenth [JT]
- 21: June Solstice (GMT) [JS]

July 2025

Su Mo Tu We Th Fr Sa

1 2 3 4* 5

6 7 8 9 10 11 12

13 14 15 16 17 18 19

20 21 22 23 24 25 26

27 28 29 30 31

Notes:

- 04: Independence Day [ID]

August 2025

Su Mo Tu We Th Fr Sa

1 2

3 4 5 6 7 8 9

10 11 12 13 14 15 16

17 18 19 20 21 22 23

24 25 26 27 28 29 30

31

September 2025

Su Mo Tu We Th Fr Sa

1* 2 3 4 5 6

7 8 9 10 11 12 13

14 15 16 17 18 19 20

21 22* 23 24 25 26 27

28 29 30

Notes:

- 01: Labor Day [LD]
- 22: September Equinox (GMT) [SE]

October 2025

Su Mo Tu We Th Fr Sa

1 2 3 4*

5 6 7 8 9 10 11

12 13* 14 15 16 17 18

19 20 21 22 23 24 25
26 27 28 29 30 31*
Notes:
- 04: Rosh Hashanah [RH]
- 13: Columbus Day [CD]
- 31: Halloween [HW]
November 2025
Su Mo Tu We Th Fr Sa
1
2 3 4 5 6 7 8
9 10 11* 12 13 14 15
16 17 18 19 20 21 22
23 24 25 26 27* 28 29
30
Notes:
- 11: Veterans Day [VV]
- 27: Thanksgiving [TG]
December 2025
Su Mo Tu We Th Fr Sa
1 2 3 4 5 6
7 8 9 10 11 12 13
14 15* 16 17 18 19 20
21* 22 23 24 25* 26* 27
28 29 30 31*
Notes:
- 15: Hanukkah begins [HK]
- 21: December Solstice (GMT) [DS]
- 25: Christmas Day [XM]
- 26: Kwanzaa begins [KZ]
- 31: New Year's Eve [NE]
========== 2026 CALENDAR ==========
January 2026
Su Mo Tu We Th Fr Sa
1* 2 3
4 5 6 7 8 9 10
11 12 13 14 15 16 17
18 19* 20 21 22 23 24
25 26 27 28 29 30 31
Notes:

- 01: New Year's Day [NY]
- 19: Martin Luther King Day [ML]

February 2026

Su Mo Tu We Th Fr Sa
1 2 3 4 5 6 7
8 9 10 11 12 13 14*
15 16* 17* 18* 19 20 21
22 23 24 25 26 27 28

Notes:
- 14: Valentine's Day [VD]
- 16: President's Day [PD]
- 17: Chinese New Year [CN]
- 18: Ash Wednesday, Ramadan begins [AW/RB]

March 2026

Su Mo Tu We Th Fr Sa
1 2 3 4 5 6 7
8 9 10 11 12 13 14
15 16 17* 18 19 20* 21
22 23 24 25 26 27 28
29 30 31

Notes:
- 17: St. Patrick's Day [SP]
- 20: March Equinox (GMT) [ME]

April 2026

Su Mo Tu We Th Fr Sa
1* 2* 3 4
5* 6 7 8 9 10 11
12 13 14 15 16 17 18
19 20 21 22* 23 24 25
26 27 28 29* 30

Notes:
- 01: April Fool's Day [AF]
- 02: Passover [PS]
- 05: Easter [EA]
- 22: Earth Day [ED]
- 29: Admin Assistants Day [AA]

May 2026

Su Mo Tu We Th Fr Sa
1 2

3 4 5* 6 7 8 9
10* 11 12 13 14 15 16
17 18 19 20 21 22 23
24* 25 26 27 28 29 30
31
Notes:
- 05: Cinco de Mayo [C5]
- 10: Mother's Day [MD]
- 24: Pentecost [PE]
June 2026
Su Mo Tu We Th Fr Sa
1* 2 3 4 5 6
7 8 9 10 11 12 13
14* 15 16 17 18 19* 20
21* 22 23 24 25 26 27
28 29 30
Notes:
- 01: Memorial Day [MM]
- 14: Flag Day [FG]
- 19: Juneteenth [JT]
- 21: June Solstice (GMT), Father's Day [JS/FD]
July 2026
Su Mo Tu We Th Fr Sa
1 2 3 4*
5 6 7 8 9 10 11
12 13 14 15 16 17 18
19 20 21 22 23 24 25
26 27 28 29 30 31
Notes:
- 04: Independence Day [ID]
August 2026
Su Mo Tu We Th Fr Sa
1
2 3 4 5 6 7 8
9 10 11 12 13 14 15
16 17 18 19 20 21 22
23 24 25 26 27 28 29
30 31
September 2026

Su Mo Tu We Th Fr Sa

1 2 3 4 5

6 7* 8 9 10 11 12

13 14 15 16 17 18 19

20 21 22* 23* 24 25 26

27 28 29 30

Notes:

- 07: Labor Day [LD]
- 22: September Equinox (GMT) [SE]
- 23: Rosh Hashanah [RH]

October 2026

Su Mo Tu We Th Fr Sa

1 2 3

4 5 6 7 8 9 10

11 12* 13 14 15 16 17

18 19 20 21 22 23 24

25 26 27 28 29 30 31*

Notes:

- 12: Columbus Day [CD]
- 31: Halloween [HW]

November 2026

Su Mo Tu We Th Fr Sa

1 2 3 4 5 6 7

8 9 10 11* 12 13 14

15 16 17 18 19 20 21

22 23 24 25 26* 27 28

29 30

Notes:

- 11: Veterans Day [VV]
- 26: Thanksgiving [TG]

December 2026

Su Mo Tu We Th Fr Sa

1 2 3 4 5*

6 7 8 9 10 11 12

13 14 15 16 17 18 19

20 21* 22 23 24 25* 26*

27 28 29 30 31*

Notes:

- 05: Hanukkah begins [HK]

- 21: December Solstice (GMT) [DS]
- 25: Christmas Day [XM]
- 26: Kwanzaa begins [KZ]
- 31: New Year's Eve [NE]

========== 2027 CALENDAR ==========

January 2027

Su Mo Tu We Th Fr Sa

1* 2

3 4 5 6 7 8 9

10 11 12 13 14 15 16

17 18* 19 20 21 22 23

24 25 26 27 28 29 30

31

Notes:

- 01: New Year's Day [NY]
- 18: Martin Luther King Day [ML]

February 2027

Su Mo Tu We Th Fr Sa

1 2 3 4 5 6*

7 8* 9 10* 11 12 13

14* 15* 16 17 18 19 20

21 22 23 24 25 26 27

28

Notes:

- 06: Chinese New Year [CN]
- 08: Ramadan begins [RB]
- 10: Ash Wednesday [AW]
- 14: Valentine's Day [VD]
- 15: President's Day [PD]

March 2027

Su Mo Tu We Th Fr Sa

1 2 3 4 5 6

7 8 9 10 11 12 13

14 15 16 17* 18 19 20*

21 22 23 24 25 26 27

28* 29 30 31

Notes:

- 17: St. Patrick's Day [SP]
- 20: March Equinox (GMT) [ME]

- 28: Easter [EA]

April 2027

Su Mo Tu We Th Fr Sa

1* 2 3

4 5 6 7 8 9 10

11 12 13 14 15 16 17

18 19 20 21 22* 23 24

25 26 27 28* 29 30

Notes:

- 01: April Fool's Day [AF]
- 22: Earth Day, Passover [ED/PS]
- 28: Admin Assistants Day [AA]

May 2027

Su Mo Tu We Th Fr Sa

1

2 3 4 5* 6 7 8

9* 10 11 12 13 14 15

16* 17 18 19 20 21 22

23 24 25 26 27 28 29

30 31*

Notes:

- 05: Cinco de Mayo [C5]
- 09: Mother's Day [MD]
- 16: Pentecost [PE]
- 31: Memorial Day [MM]

June 2027

Su Mo Tu We Th Fr Sa

1 2 3 4 5

6 7 8 9 10 11 12

13 14* 15 16 17 18 19*

20* 21* 22 23 24 25 26

27 28 29 30

Notes:

- 14: Flag Day [FG]
- 19: Juneteenth [JT]
- 20: Father's Day [FD]
- 21: June Solstice (GMT) [JS]

July 2027

Su Mo Tu We Th Fr Sa

1 2 3
4* 5 6 7 8 9 10
11 12 13 14 15 16 17
18 19 20 21 22 23 24
25 26 27 28 29 30 31
Notes:
- 04: Independence Day [ID]
August 2027
Su Mo Tu We Th Fr Sa
1 2 3 4 5 6 7
8 9 10 11 12 13 14
15 16 17 18 19 20 21
22 23 24 25 26 27 28
29 30 31
September 2027
Su Mo Tu We Th Fr Sa
1 2 3 4
5 6* 7 8 9 10 11
12* 13 14 15 16 17 18
19 20 21 22* 23 24 25
26 27 28 29 30
Notes:
- 06: Labor Day [LD]
- 12: Rosh Hashanah [RH]
- 22: September Equinox (GMT) [SE]
October 2027
Su Mo Tu We Th Fr Sa
1 2
3 4 5 6 7 8 9
10 11* 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30
31*
Notes:
- 11: Columbus Day [CD]
- 31: Halloween [HW]
November 2027
Su Mo Tu We Th Fr Sa
1 2 3 4 5 6

7 8 9 10 11* 12 13

14 15 16 17 18 19 20

21 22 23 24 25* 26 27

28 29 30

Notes:

- 11: Veterans Day [VV]

- 25: Thanksgiving [TG]

December 2027

Su Mo Tu We Th Fr Sa

1 2 3 4

5 6 7 8 9 10 11

12 13 14 15 16 17 18

19 20 21* 22 23 24 25*

26* 27 28 29 30 31*

Notes:

- 21: December Solstice (GMT) [DS]

- 25: Christmas Day, Hanukkah begins [XM/HK]

- 26: Kwanzaa begins [KZ]

- 31: New Year's Eve [NE]

School Closure Statement

Due to the severe weather forecast and in the interest of everyone’s safety, [School will be closed. If Local authorities have issued weather advisories predicting hazardous conditions, and we have decided that it is in the best interest of our community to cancel classes for the day.

Please be advised that will be closed on for scheduled maintenance and repair work. This closure is necessary to complete essential updates to our facilities, ensuring a safe and modern environment for our students and staff.

In light of a recent health concern affecting our community, we have decided to close. This precautionary measure is being taken to safeguard the health and well-being of our students and staff.

In the event of an actual closure, Your Professional Image School of Barbering shall be considered in default of the

enrollment agreement if the institution closes prior to completion of the educational program. If

Bladesmith Barber College is in default, student institutional charges may be refunded on a pro rata

basis. The school shall do its due diligence to make provisions for students enrolled at the time of

default to complete a comparable educational program at another institution

School Facilities

SCHOOL FACILITIES

All programs are held at the current location of 4107 West Beltline Blvd. Columbia, SC 29204.Our

7500sqft. building serves as a great spacious place where training is our top priority, and the shopping center provides plenty of parking. The classroom is equipped with up to date technology, audio/video, TV, and CD/DVD player. Clinical areas are similar to standard barbering/salon settings. In addition to the classroom and clinical areas, the school has business offices, student library /study room and a student break room. Student lockers are located by the classrooms.

Annual Security Report

ANNUAL SECURITY REPORT

A copy of Your Professional Image School of Barbering annual security report may be obtained by contacting our Admissions Office. This report includes statistics for the previous two years concerning reported crimes that occurred on-campus. This report also includes institutional polices concerning school security, such as policies concerning sexual assault, and other matters.

Career / Employment Opportunities

CAREER/EMPLOYMENT OPPORTUNITIES

Your Professional Image School of Barbering does not guarantee employment, or salary, but we will assist our students in anyway that we can for job placement.

The average barber can earn a salary of $30,000.00—$60,000.00 per year.

Privacy Act

PRIVACY POLICY

Student files are confidential. The family Educational Rights and Privacy Act (FERPA) set limits on the disclosure of personally identifiable information from school records, and defines the rights of the student to review the records and request a change to the records. Information will be released only with student's written permission (parent/guardian's written permission, if the student is a minor). A meeting with a staff person must be scheduled to examine the file. Upon receipt of the written request, the school will make requested information available within three business days.

Your Professional Image School of Barbering requires written consent from the student or (parent, guardian) for release of records in response to a third-party request, unless otherwise required by law:

Before publishing directory of information (examples: address and telephone numbers of students, dates, and place of birth, field of study, dates of graduation, previous school attended), the school must allow the student or parent/guardian to deny authority to publish one or more of these items.

Provide and permit access to student records and other related records as required by any accreditation process initiated by the institution or by the National Accrediting Commission of Cosmetology Arts and Science, or in response to a directive of the Commission without consent.

Provide and permit access to student and other related records as required by South Carolina Board of Barbers Examiners.

Information may be sent in connection with a student application for receipt of financial aid with prior written consent by the student/applicant.

Lawful court order or subpoena may have access to student records; however, the school will notify the student of the pending of release of information.

A—Barbering Sanitary Rules and Regulations

Appendix A

BARBER SANITARY RULES AND REGULATIONS GOVERNING BARBER SHOPS AND COLLEGES IN THE STATE OF SOUTH CAROLINA

The rules and regulations set forth below have been adopted by the South Carolina LLR Board of Barbers.

1. When an application is made to the South Carolina Board of Barber Examiners for a license to operate and maintain a barber shop/school, the board, or its agents, shall inspect the building and equipment to determine if the building and equipment complies with the Sanitary Rules and Regulations promulgated and adopted by the Board.

Barber shops and Barber Schools are inspected in accordance with the state law.

Inspection: all barber shops/schools shall be open for inspection at all times during business hours to any member of the Board of Barber Examiners or its agents.

Proper Quarter: No barber shops/school shall be used as a dormitory, sleeping or living quarters or for the preparation of meals.

Barber Shop: Every barber shop/school shall be well– lighted, well ventilated, and kept in a clean and sanitary condition. Neck-Paper Jars must be kept clean and sanitary at all times.

Fixture conditions: Work stands or cabinets, towel and tools, and fixtures of all barber shops/schools must be kept clean and sanitary at all times.

Water: Running water, hot and cold, shall be located at a convenient point within each barber shop/school.

Instruments: All equipment used in connection with serving a patron shall be maintained in a clean and sanitary manner. Instruments or appliances of any kind which come in contact with the body of a patron shall be, before each separate use, sterilized by immersing in a solution of 60 percent alcohol, or in a solution not less than 5 percent phenol (Carbolic Acid) and 10 percent Lysol or barbercide.

Hair Brushes, Combs and Neck Dusters: Hair brushes, combs and neck dusters shall be kept clean and sanitary at all times.

Towels: A clean, freshly laundered towel shall be used for each patron. All wet towels must be removed from the work stand or lavatory after serving each patron.

Hair capes/Haircloths: Whenever a hair cape or cloth is used in cutting the hair, shampooing, etc. A newly laundered towel or paper neck strip shall be placed around the neck so as to prevent the hair cape or cloth from touching the skin.

Bath and Toilet: Baths and toilet must be kept in a clean and sanitary condition at all times.

Barber Appearance: Each person working as a barber or barber student shall be clean, both as to person and dress.

Treating Disease: No barber shop/school shall undertake to treat any disease of the skin.

Each barber/student licensee or permit must attach a picture to the license.

Rules Posted: The owner or manager of any barber shop or school shall post a copy of these rules and regulations in a conspicuous place in the shop.

Consumer Complaints: All complaints should be written or typed and mailed to S.C. Board of Barber Examiners

P.O. Box 11329

Columbia, SC 29211-1329

Any violation of these Rules Will Be Prosecuted According to the S.C. Code of Laws (1976) and the rules adopted by the Board of Barber Examiners