

EZ Barber School

Policies & Disclosures

EZ Barber School LLC

4310 E. McDowell Rd, Phoenix, AZ 85008

Phone: 602-441-4914 | Email: ezbarberschool@gmail.com | www.ezbarberschool.com

Non-Discrimination & Equal Opportunity Policy

EZ Barber School is committed to providing equal opportunity in education for all applicants and students. No person shall be excluded from participation, denied benefits, or subjected to discrimination based on race, color, national origin, sex, gender identity or expression, age, disability, religion, sexual orientation, or veteran status. This policy applies to admissions, instruction, financial services, and all student-related services.

Family Educational Rights and Privacy Act (FERPA)

EZ Barber School complies with the Family Educational Rights and Privacy Act (FERPA) to protect the privacy of student education records. Students have the right to inspect and review their records within 45 days of a written request, request corrections to inaccurate or misleading information, and consent to disclosures of personally identifiable information, except where FERPA permits disclosure without consent (such as financial aid, accrediting agencies, or legal requirements). Records are maintained securely by the school and only released with proper authorization.

Refund Policy

EZ Barber School complies with Arizona State Board of Barbering refund requirements. Refunds are calculated based on the total contracted program cost, not just the payments made at the time of withdrawal:

- 0-10% completed → 90% refund
- 11-25% completed → 75% refund
- 26-50% completed → 50% refund
- 51-100% completed → No refund

The \$100 registration fee is non-refundable.

If a student has paid more than the refundable amount due, the school will refund the difference. If the student has paid less than the refundable amount due, the student remains responsible for the balance owed to the school.

Grievance Policy & Procedure

EZ Barber School encourages students to first resolve concerns informally with their instructor or the school director. If not resolved, students may file a written grievance.

Steps for filing a grievance:

1. Submit a written statement describing the concern to the School Director.
2. The School Director will investigate and respond within 10 business days.
3. If the student is not satisfied, they may appeal in writing to the Owner/Administration.
4. Final decisions will be provided in writing within 30 days.

If a student believes the school has not adequately addressed their concern, they may contact the:

Arizona Board of Barbering
1740 W. Adams St., Suite 3011
Phoenix, AZ 85007
Phone: (602) 542-4498

Additional Policies

- Drug-Free School: EZ Barber School is a drug-free institution. Possession or use of illegal substances is grounds for dismissal.
- Harassment & Title IX: Harassment or discrimination of any kind, including sexual harassment, is prohibited.
- Student Records Policy: Student records are securely maintained for at least 5 years. Copies are available upon written request.