Paul Mitchell The School Esani

EVALUATION PROCEDURES AND REQUIRED LEVEL OF ACHIEVEMENT

The following programs receive Satisfactory Progress Evaluations in both attendance and academics.

Cosmetology 1500 clock hours

Barbering 1500 clock hours

Esthetics 1000 clock hours

Nail Care 600 clock hours

Cosmetology Instructor 750 clock hours

Esthetics Instructor 500 clock hours

The school uses a 900-hour academic year.

25 hour/week schedule = 36 academic weeks

28 hours/week schedule = 33 academic weeks

28.50 hour/week schedule= 32 academic weeks

30 hour/week schedule = 30 academic weeks

35 hour/week schedule = 26 academic weeks

The Satisfactory Progress Evaluation will occur when students reach the following actual hours and academic weeks:

Program Name	1st Evaluation Period Ends	2nd Evaluation Period Ends	3rd Evaluation Period Ends
Cosmetology (25 hour schedule)	450 actual hours and 18 weeks	900 actual hours and 36 weeks	1200 actual hours and 48 weeks
Cosmetology (28 hour schedule)	450 actual hours and 16 weeks	900 actual hours and 33 weeks	1200 actual hours and 43 weeks
Cosmetology (28.5 hour schedule)	450 actual hours and 16 weeks	900 actual hours and 32 weeks	1200 actual hours and 43 weeks
Cosmetology (35 hour schedule)	450 actual hours and 13 weeks	900 actual hours and 26 weeks	1200 actual hours and 35 weeks
Barbering (20 hour schedule)	450 actual hours and 23 weeks	900 actual hours and 45 weeks	1200 actual hours and 60 weeks
Barbering (28 hour schedule)	450 actual hours and 17 weeks	900 actual hours and 33 weeks	1200 actual hours and 43 weeks
Esthetics (25 hour schedule)	450 actual hours and 18 weeks	900 actual hours and 36 weeks	N/A
Esthetics (30 hour schedule)	450 actual hours and 15 weeks	900 actual hours and 30 weeks	N/A
Nail Care (20 hour schedule)	300 actual hours and 15 weeks	N/A	N/A
Nail Care (25 hour schedule)	300 actual hours and 12 weeks	N/A	N/A

Program Name	1st Evaluation Period Ends	2nd Evaluation Period Ends	3rd Evaluation Period Ends
CIDESCO Esthetics (32.5 hour schedule)	450 actual hours and 14 weeks	900 actual hours and 28 weeks	N/A
CIDESCO Esthetics (35 hour schedule)	450 actual hours and 13 weeks	900 actual hours and 26 weeks	N/A
Cosmetology Instructor (28.5 hour schedule)	375 actual hours and 13 weeks	N/A	N/A
Esthetics Instructor (28.5 hour schedule)	250 actual hours and 9 weeks	N/A	N/A

The first evaluation will occur no later than the midpoint of the academic year. The school will evaluate students' (academic and attendance) Satisfactory Academic Progress at the conclusion of each evaluation period. The SAP evaluations are completed within seven (7) school business days of the student reaching the evaluation points

At the end of each evaluation period, the school will determine if the student has maintained at least 75% cumulative attendance since the beginning of the course which indicates that, given the same attendance rate, the student will graduate within the maximum 133% time frame allowed.

The following grading system is used to evaluate a student's academic ability:

1. Examinations are given in all subjects
2. If a student receives an Unsatisfactory Academic Progress Evaluation, the Future Professional Advisor or other school administrator will meet with the student, the evaluation will be reviewed and signed by the student acknowledging their unsatisfactory status. The evaluation is maintained in the student's financial file. The Satisfactory Academic Progress Evaluation will reflect if the student's evaluation will impact the students eligibility for Financial Aid. The student may request to review their Satisfactory Academic Progress Evaluation from the Financial Services Leader or Future Professional Advisor.

The following grading scale is used for academics:

A = 4.0 (90 – 100%) B = 3.0 (80 – 89%) C = 2.0 (75 – 79%) Failing = Below 2.0 (75%)

Practical and clinical work is graded by a signature or instructor verification within the student's practical clinic tracking system or guest ticket. A signature or instructor verification represents a passing grade which means all elements of the practical grading criteria were met. No signature or verification indicates a failing score which means one or more of the practical grading criteria elements were not met and the student has not met minimum satisfactory standards on the practical application. Students are required to continue and/or repeat the practical application until they receive instructor approval. Students must complete all practical skills and monthly practical requirements through the school's approved tracking system. A student will be graded based on the progress achieved on the completion of required practical applications and services documented within the practical tracking system. Students must make up failed or missed tests and incomplete assignments.