Paul Mitchell The School St. Louis

MAKEUP WORK/MAKEUP HOURS

MAKEUP WORK

Students must complete all required assignments and tests. To accommodate students, makeup test days are scheduled. Students must complete makeup work at the scheduled time. Monthly makeup test dates are provided by the Theory Leader.

MAKEUP HOURS

Eligibility for makeup hours is determined by the following:

- Students must have under 90% overall attendance and must have between 270 and 1200 completed clock hours.
- Availability is not guaranteed and is determined on a first come, first serve basis.
- Students must be actively engaged in academic requirements or guest services to maintain their eligibility.
- Students placed on Maximum Time Frame (MTF) Warning may, at the school's discretion, be permitted to attend Makeup Hours beyond 1,200 clock hours. Such approval is contingent upon continued compliance with all attendance and academic requirements and is based on the school's Maximum Time Frame Calculator, which evaluates whether the student can successfully complete the program within the Maximum Time Frame. Approval to attend Makeup Hours beyond 1,200 clock hours does not guarantee continued eligibility for Title IV federal financial aid and does not alter Maximum Time Frame limits or requirements.

Monday - Friday daytime students may attend one evening per week on Tuesday or Thursday evening between 4:00 pm and 9:00 pm.

Monday - Thursday daytime students may attend one day per week on Friday between 9:00 am and 3:30 pm.

Evening / Friday students may attend one day per week on Monday between 9:00 am and 3:30 pm.

Evening / Saturday students may attend one day per week on Monday or Friday between 9:00 am and 3:30 pm.

Students must sign up for Makeup Hours with the Future Professional Advisor.

Students must complete a Future Professional Make-Up Request Form indicating the date, time, activity completed and the name of the Learning Leader who supervised the make-up time.