

WACC MISSION STATEMENT

Engaging students in relevant education through career-focused experiences.

ADMISSION REQUIREMENTS

1. At least 17 years old.
2. Completed school application.
3. A certified copy of your birth certificate (preferred) or a current driver's license; WACC will make a copy.
4. Official high school transcript or official GED certificate, WACC will make a copy of your GED certificate. If the official transcripts are from a foreign country, the student must have the diploma evaluated to determine if it is equivalent to a U.S high school diploma before their file is complete. The following companies have been used, ECE, WES, and Spantran.
5. Two recent photographs measuring 2" x 2" color passport-type photos.
6. Check in the amount of \$5 for a temporary license (Made payable to the Board of Cosmetology and Barber Examiners after January 4, 2023). **CASH WILL NOT BE ACCEPTED.**
7. Take the ACCUPLACER test and meet or exceed the required scores: Reading 237, Writing 220, and Math 210. If the class is not full, 25% of the students can be accepted if they are within 3 points of the required score in any of the subjects.
8. We need to know if you are left-handed or right-handed for supplies.
9. Valid email address.
10. No student will be accepted after July 1, 2023.

DEADLINES FOR APPLICATION MATERIALS

1. All application materials should be returned to the school as soon as possible. Files must be completed by **March 17, 2023**, to be considered for the first selection into the class.
2. Applications received after **March 17, 2023**, will be placed on a waiting list if the class is not full and considered at the discretion of the Director and Instructor.
3. All materials received are dated and may contribute to the applicant's selection. If two files have equal strength and no other qualifiers, the file with the earliest completion date may be selected over the other.

TRANSFER STUDENTS

Transfer students are considered on a space-available basis. You must complete the application process before admission. For additional information, please get in touch with the school.

RE-ENTRY OF A STUDENT

Consideration of re-entry of any student(s) is only allowed for the immediate school year following (tuition prorated) withdrawal and/or dismissal. An applicant desiring re-entry in August will follow the standard admission process. For additional information, please contact the school.

INTERVIEW AND TESTING

1. You may be called for an informal interview with the instructor.
2. You must take the ACCUPLACER test. To sign up for a test date, please get in touch with State Fair Community College (660) 530-5818 or testing@sfccmo.edu.

PHILOSOPHY

The Class CA – Hairdressing and Manicuring program is dedicated to providing the highest quality education to students, providing the best products and services to clients, treating students, clients, and co-workers in a kind and friendly manner, and being a positive influence in the community. The program has high expectations for students to develop:

1. Customer service mastery
2. Entry-level skills
3. Desirable work habits
4. Effective team member techniques
5. Knowledge of a safe environment

FINANCIAL AID

Complete the Free Application for Federal Student Aid (FAFSA) at studentaid.gov; our school code is 014434.

You must submit your FAFSA by **February 1** each year to meet the priority deadline. Eligible students who apply on or before February 1 are guaranteed an award. You must submit your FAFSA by April 1 to meet the final deadline to be considered for eligibility. Eligible students who apply between February 1 and April 1 will be awarded based on funding availability.

If you are applying for loans, please complete a Master Promissory Note and Entrance Counseling at studentaid.gov.

All Financial Aid documents must be submitted and signed before **June 2, 2023**. For additional information or to schedule an appointment, please get in touch with Mrs. Cohron by e-mail at vcohron@warrensburgr6.org or contact our office:

Warrensburg Area Career Center
205 S. Ridgeview Drive
Warrensburg, MO 64093

ANNUAL SECURITY REPORT

The Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, federal statute 20 v.s.c.1092 requires that Warrensburg Area Career Center (WACC) provide students with information regarding the numbers and types of crimes that have taken place on our campus beginning August 1, 1991. This report is prepared by the Financial Aid Administrator of WACC in cooperation with the School Resource Officer and includes various other elements of the Warrensburg R-VI School District.

The report is updated annually and is available to students and employees at <https://wacc.warrensburgr6.org/cms/One.aspx?portalId=122574&pageId=568326> by October 1st.

Paper copies of the report can be requested by contacting Mrs. Vanessa Cohron at 660-747-2283 or vcohron@warrensburgr6.org.

WACC OFFERS THE FOLLOWING FINANCIAL AID TO STUDENTS

- Federal PELL Grant
- Federal Direct Loans
- VA Education Benefits (only to those eligible)
- Work Force Investment Act (WIA)
- Vocational Rehabilitation funds
- Missouri Access Financial Assistance Program
- Fast Track Workforce Incentive Grant
- A+ Scholarship Program
- MyCAA
- Missouri Nurse Loan Program
- Student Nurse Organization
- Private scholarships

VETERAN'S BENEFITS

Warrensburg Area Career Center will not impose any penalty, including the assessment of late fees, 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 their financial obligations to the institution due to the delayed disbursement of payment by the U.S. Department of Veterans Affairs.

INSTITUTIONAL REFUND POLICY

Federal student assistance program regulations require institutions of higher education that participate in Title IV aid programs to have a fair and equitable refund policy for all students who withdraw, drop out, or are dismissed from the institution. This regulation can be found in the Department of Education Federal Student Assistance Program provisions.

A student receiving Federal or State funds and withdraws or is dismissed from any Post-Secondary program is eligible for a refund as defined below:

- The school will retain 25% of the tuition for students withdrawing in the first week of the payment period. Withdrawal may be voluntary or involuntary.
- The school will retain 50% of the tuition for students withdrawing in weeks 2, 3, and 4 of the payment period. Withdrawal may be voluntary or involuntary.
- The school will retain 100% of the tuition for students withdrawing during or after week 5 of the payment period. Withdrawal may be voluntary or involuntary.
- There will not be refunds for textbooks and fees once a student has started the program.
- Refunds will be returned to the student within 14 days after the date of the determination of the date of the student's withdrawal.
- The enrollment fee is nonrefundable at any point in which a student may withdraw or be dismissed from either program.

A student who has their tuition and/or fees paid for with personal funds and withdraws or is dismissed from any Post-Secondary program at WACC is eligible for a refund as defined below:

- The school will retain 25% of the tuition for students withdrawing in the first week of the payment period. Withdrawal may be voluntary or involuntary.
- The school will retain 50% of the tuition for students withdrawing in weeks 2, 3, and 4 of the payment period. Withdrawal may be voluntary or involuntary.
- The school will retain 100% of the tuition for students withdrawing during or after week 5 of the payment period. Withdrawal may be voluntary or involuntary.
- There will not be refunds for textbooks and fees once a student has started the program.
- Refunds will be returned to the person who paid the tuition and/or fees within 20 days after the date of the determination of the date of the student's withdrawal.
- The enrollment fee of \$100.00 is nonrefundable at any point at which a student may withdraw or be dismissed from either program.

It will be at the discretion of the Instructor/Administrator and the Career Center Director to make any exceptions to this policy.

For students leaving WACC with a balance due to the school, this balance must be paid in full or a monthly installment plan established to satisfy the debt.

Students must complete an exit interview with Mrs. Cohron upon dismissal or withdrawal.

Contacts at WACC are Mrs. Vanessa Cohron and Mr. Rusty Sproat at (660) 747-2283.

TUITION/FEES

Collected by WACC

A non-refundable enrollment fee of \$100.00 is due within ten days of receipt of the acceptance letter.

The fees are estimated and subject to change. Refunds for tuition are listed in the Refund Policy section.

SCHOOL YEAR: 2022-2023

TUITION: \$6,100.00

TEXTBOOKS AND FEES: \$2,603.38 (Uniforms, Skills USA dues, textbooks, kits, supplies)

Students do have the option of purchasing textbooks on their own. Students will have to meet with the instructor by **May 1, 2023**, to get approval for the textbooks. The titles and ISBNs must match what the school is purchasing. Purchases must be made by the 7th day of class; no waivers in tuition and fees will be made.

The use of iPads is required for the program. Outside iPads are not allowed due to the district's restrictions on loading the school apps on non-school purchased iPads. Therefore, the purchase of iPads thru the school is mandatory. The student keeps the iPad after completing the program. If a student is dismissed or withdrawn, the student will keep the iPad.

STUDENT SERVICES

1. Counseling, academic advisement, placement, and referral services are available from the faculty and support personnel.
2. No dormitory facility is provided. Students are responsible for their transportation.
3. The school provides only first aid health services. Each student is responsible for any health service required.

THE PLANNED CURRICULA

The first 160 hours of training are conducted in the classroom with theory and practical work on mannequins and fellow students. Following the first 160 hours, the remaining weeks of the course are divided into five hours of theory and 32-1/2 hours of practical work in the clinic per week. Clinical work is done on clients and fellow students in a salon atmosphere under constant supervision and individual guidance from the instructor.

SUBJECTS INCLUDED IN THE CURRICULUM

- Personality Development
- Shampooing
- Hair Cutting
- Manicuring
- Hair Tinting
- Hair Lightening
- Permanent Waving
- Facials
- Eye-brow Arching
- Thermal Curling
- Hair Styling
- Finger Waving
- Pin Curl Techniques
- Scalp Treatment
- Salon Management
- Salesmanship
- Chemistry
- Make-up Artistry
- Chemical Hair Relaxing
- Anatomy
- State Law
- Skin Care

CLASS SCHEDULE

Hours:

Monday, Wednesday, Thursday & Friday 8:00 a.m. – 4:00 p.m.
Tuesdays 12:00 noon – 8:00 p.m.

Length of Program

1220 hours/36 weeks

Students receive training in all phases of the beauty culture under a licensed instructor with training and experience in teaching, salon work, and management.

SOME FACTS ABOUT THE SCHOOL

1. Operated by the Warrensburg R-VI School District.
2. It is a self-supporting Adult Program.
3. We will accept no more than 16 applicants.

APPROVAL

Fully approved by:
Missouri State Board of Cosmetology
Missouri Department of Education

The Council on Occupational Education accredits Warrensburg Area Career Center. The contact information is listed below:

Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
Phone: (770) 396-3898 or (800) 917-2081

The Warrensburg Area Career Center adheres to a policy of nondiscrimination on the basis of race, sex, national origin, or handicapping condition.