




OFFICE OF ADMISSIONS

CONSUMER INFORMATION DISCLOSURES

The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs make certain disclosures to enrolled and prospective students, parents, employees, and the public. The following information is disclosed to you in compliance with federal law. For additional information please call or e-mail the appropriate office or visit the indicated websites below:

- **Coba Academy School Catalog** -- [School Catalog](#)
- **Admissions Requirements** -- [School Catalog](#)
- **Coba Academy Performance Fact Sheet by Program:**
 - *Barbering Program SPFS 2020-2021* -- [Barbering Fact Sheet](#)
 - *Cosmetology Program SPFS 2020-2021* -- [Cosmetology Fact Sheet](#)
 - *Esthetics Program SPFS 2020-2021* -- [Esthetics Fact Sheet](#)
- **Coba Academy Net Price Calculator** -- [Net Price Calc Link](#)
- **Coba Academy Office of Financial Aid Website** -- <https://coba.edu/financial-aid/>
- **Federal Financial Aid Loan History** -- <https://studentaid.gov/>
- **Coba Academy Student Right to Cancel Policy** -- [School Catalog](#)
- **Federal Cohort Default Rate Database** -- [FSA Official Cohort Default Rate](#)
- **NACCAS Annual Report Statistics** -- [Coba Academy NACCAS Statistics](#)
- **Coba Academy Campus Security Act Disclosure Statement** -- [Clery Act Disclosures](#)
- **Coba Academy Drug and Alcohol Abuse Policy Statement** -- [Policy Statement](#)
- **Coba Academy Requirements for Withdrawal and Return to Title IV** -- [School Catalog](#)
- **Coba Academy Satisfactory Academic Progress (SAP) Policy** -- [School Catalog](#)
- **Federal Loans: student loans (Direct loans) parent loans (PLUS loans)** -- [FSA homepage](#)
- **Course Outline** -- [School Catalog](#)
- **Licensing Requirements** -- <http://www.barbercosmo.ca.gov>
- **Prerequisites for Employment for practicing professional esthetician, cosmetologist, and barber for the state of California:** - <https://www.bls.gov/ooh/personal-care-and-service/barbers-hairstylists-and-cosmetologists.htm#tab-4>
- **Tour of the Coba Academy Facility**

I acknowledge that I have received the Consumer Information Disclosures.

Student Signature:  _____ Date: _____



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ADDITIONAL CHARGES

Any student who does not complete a course within the allotted contractual enrollment period will be charged at \$20.00 per hour for any additional time required for completion.

Exceptions will be made for approved Leaves of Absence or Changes of Status. Leaves of absence or changes in status are approved upon written request of the school for extended illnesses of the student; illness, birth, death in the student's family or for other reasons deemed legitimate by the school and which can be substantiated in writing.

Additional Charges Example: Student is scheduled to complete 400 hours by a certain date. Student only completes 250 hours by that certain date. Student is 150 hours over contract multiplied by hourly rate of \$20 equals \$2,250.00 additional charge.

Additional Charges are due and payable immediately. At its discretion, the Operations Manager and/or CFO may allow for Additional Charges to be paid with a payment schedule to be determined by identified school official.

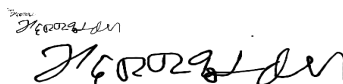
Coba Academy allows a grace period of missed hours depending on what program you are enrolled in as part of the expected end date. The Grace Periods are as follows:

1000-Clock Hr. Program

Barbering- 50 hours

Student Initials AAH

I have been informed and understand that I am charged by scheduled hours of attendance, NOT by actual hours attended. Coba Academy does not recognize excused or unexcused absences.

Student Signature:  Date: _____



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FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT POLICY (FERPA)

A student must sign a new form each time giving authorization to any request made by a third party.

I understand that I have the right to gain access to my records according to the school's Access to Files Policy. I also understand that I have a right to authorize certain individuals/organizations to gain access to certain information in my student files.

If I am a dependent student, I am not authorized to review the financial records provided by my parents. If I am a dependent student and 18 years of age or older, my parent(s) do not automatically have authorization to review or discuss with school officials any and all information related to my schooling.

All information in the student files would be available to any governing state agency, accrediting agency and federal agency during the process of reviewing the school's normal approvals, accreditations, eligibility, and other matters conducted by those agencies without the specific consent of the student and/or parents.

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students". Parents or eligible students have the right to inspect and review the student's education record maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

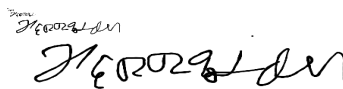
Parents or eligible students have the right to request that a school correct record which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information. Generally, schools must have written permission from the parent or eligible student to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

1. School officials with legitimate educational interest;
2. Other schools to which a student is transferring;
3. Specified officials for audit or evaluation purposes;
4. Appropriate parties about financial aid to a student;
5. Organizations conducting certain studies for or on behalf of the school;
6. Accrediting organizations;
7. To comply with a judicial order or lawfully issued subpoena;
8. Appropriate officials in cases of health and safety emergencies; and
9. State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may call 1-800-437-0833. Or you may contact us at the following address: Family Policy Compliance Office, U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-8520

I acknowledge I have read and understand the protocol under the FERPA Act Policy.

Student Signature:  Date: _____



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CLASSROOM EXPECTATIONS -- Student Uniform Policy

All students are required to attend school every day in appropriate attire as outlined for each program below.

Failure to follow School Uniform Policy will lead to a student being clocked out and sent home.

BARBER STUDENTS:

- Barber Smock on at ALL times with an appropriate shirt under the smock;
- Appropriate black or blue, pants or shorts;
- Comfortable, clean, closed-toe shoes;
- Clean hygiene;
- Appropriate fitted or snapback caps;
- Appropriate sweaters or jackets.

Student Initials: AY AH

INAPPROPRIATE CLOTHING -- BELOW LIST IS NOT EXHAUSTIVE:

Crop tops	Ripped pants/shorts	Open back shirts
Sweatpants	Sandals	Spaghetti straps
Muscle shirts	Slippers	See through clothing
Miniskirts/shorts	Heels over 3" inches	Offensive shirts

I understand and have received the Coba Academy – Student Uniform Policy.

Student Signature: _____ Date: _____



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CLASSROOM EXPECTATIONS -- Release of Liability Waiver

I acknowledge that the students of Coba Academy may perform services on me in support of educational services provided. I hereby agree that all such Cosmetology, Esthetics, and Barbering services will be performed at my own risk, and that neither Coba Academy, the Board of Barbering and Cosmetology, Cosmetology, Esthetics or Barber students, all Instructors nor Employees shall be liable or responsible for any damage or injury that may occur to me during the performance of any service.

I agree to pay the posted prices (Salon Menu Price) in whichever department the work is performed to service with associated approvals therein.

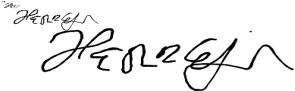
I am aware and understand that I will be under video surveillance throughout the identified period of enrollment at Coba Academy.

I agree that while attending Coba Academy, students may accompany members of Coba Academy staff to promote the school as part of outreach, marketing, and engagement programming. The student agrees to release Coba Academy from any liability for damages while they accompany members of our staff to places of promotion for the school.

I agree on behalf of myself, to hold harmless and to defend Coba Academy, its officers, directors, agents, employees or representatives associated with any field trip from any and all liability claims, loss or damage arising from or in connection with any participation in the field trip.

I agree that while attending Coba Academy, students may be photographed as part of our marketing program and photos may be posted on social media or used for print media. The student agrees to release Coba Academy from any liability for damages as a result of photographs taken by school staff or students and used while conducting our marketing program.

I have read and acknowledge the Classroom Expectations - Release of Liability Waiver.

Student Signature:  _____

Date: _____



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CLASSROOM EXPECTATIONS -- Rules and Regulations

BREAKS:

Please remember that if your schedule is more than a 6 hour shift you are allowed two 15-minute breaks in a day as well as a 30-minute lunch break-for Day students. Night students are allowed a 15-minute break. There are no cigarette breaks or phone call breaks. If you need to place a call or receive one, do so at your designated break time; the same goes for cigarette breaks (25 feet away from School Premises). Students who do not adhere to this rule will be suspended and may be terminated from the program.

ATTIRE:

Students must always be in proper professional uniforms. Please refer to the dress code policy.

CELL PHONES:

The use of cell phones in the classroom is limited. If you need to make a call, do it in the designated assigned areas only or your break time.

FOOD:

Only close lid bottles are allowed on the floor as per the school policy. (Please refer to student catalog for details)

DAILY ATTENDANCE & ACADEMICS:

All students are required to maintain a minimum of 75% attendance rate and maintain a written/practical grade average of a minimum of 75%.

CLIENT SERVICE:

Refusing clients is prohibited. This is a profession that involves working on people. At Coba Academy, you are in a learning environment. A large part of your training involves learning how to approach clients, practice and develop your skills upon them. **Refusing clients may lead to a student being clocked out and sent home.** Remember that the more practice on clients, the more comfortable you will feel working in a salon, spa or barbershop. ***Students will start to take clients once they become seniors.*** Students are provided kits which include books, supplies/tools and products to be used daily on hands on/practical assignments and clients.

I have read and acknowledge the Classroom Expectations - Rules and Regulations information.

Student Signature:  _____ Date: _____



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STUDENT RULES, REGULATIONS AND DISCIPLINARY ACTION

All students must follow established rules and regulations. The instructor, office representative and receptionist should not need to repeatedly reprimand a student for repeatable offenses. The following actions can be taken by an instructor, office representative, receptionist, or school official:

- **WARNING:** A Verbal Warning will be given
- **WRITE UP:** If the same issue happens a SECOND TIME, the student will be written up and the write up will be documented in the student's file.
- **SUSPENSION:** ON THE THIRD TIME/OFFENSE, THE STUDENT WILL BE SUSPENDED, and the suspension will be documented in the student's file. Please refer to the school catalog regarding suspensions.
- **TERMINATION:** ON THE FOURTH TIME/OFFENSE, THE STUDENT WILL BE TERMINATED FROM THE PROGRAM AND COBA ACADEMY.

Immediate Withdrawal (Termination):

- | | |
|---|---|
| (1) Theft | (3) Causing extreme or willful disruption of the school |
| (2) Altering or forging timecards (Including Swipe Cards) | (4) Use of drugs or alcohol in school |
| | (5) Physical abuse of another person |

The Following May Result in a Suspension (One-Day to Two-Weeks):

- | | |
|--|---|
| (1) Leaving school without permission of instructor. | (13) Failure to observe sanitary rules and regulations. |
| (2) Failure to have proper equipment when needed. | (14) Shouting. |
| (3) Use of foul language, ethnic, racial, or sexual slurs. | (15) Use of cell phone inside the school or outside without clocking out. |
| (4) Receiving personal services without instructor's permission. | (16) Eating or drinking outside of designated areas. |
| (5) Gossiping or causing discord in the school. | (17) Entering offices or being behind desk without permission. |
| (6) Smoking outside of designated areas, | Coba Academy 2022 CATALOG (April 1, 2022 – December 31, 2022) |
| (7) Refusing to perform an assignment, patron or otherwise. | Page No. 31 |
| (8) Removing timecards from school premises. | (18) Failure to clean up work area or perform assigned cleanup duties. |
| (9) Using products or performing services not on patron ticket. | (19) Leaving class or clinic without permission. |
| (10) Modifying customer services without consulting instructor. | (20) Failure to clock in or out properly. |
| (11) Improper uniform. | (21) Failure to take lunch break at proper time. |
| (12) Dirty uniform or unsatisfactory personal cleanliness. | (22) Showing discourtesy to anyone in school. |

These guidelines are not all inclusive, as there may be other situations that may require action of the school.

I have read and acknowledge the Disciplinary Actions for Students

Student Signature: _____ Date: _____



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2022 BARBERING KIT LIST (1 OF 2)

Kit			
Item	Qty	Cost Per Unit	Total
Dylan Manikin	2	\$ 73.00	\$ 146.00
Deluxe Debra Manikin	1	\$ 70.00	\$ 70.00
Barber Case	1	\$ 120.00	\$ 120.00
30" Roller Duffle Bag	1	\$ 40.00	\$ 40.00
2800 Babyliss Blow Dryer	1	\$ 90.00	\$ 90.00
Babyliss 1" Spring Iron	1	\$ 50.00	\$ 50.00
Oster Fast Feed	1	\$ 100.00	\$ 100.00
Andis Slimline Pro Li Trimmer	1	\$ 90.00	\$ 90.00
Andis Pro Foil Shaver	1	\$ 85.00	\$ 85.00
Andis Cool Care	1	\$ 14.00	\$ 14.00
Barber Spray Bottle	1	\$ 6.00	\$ 6.00
Large Mirror	1	\$ 15.00	\$ 15.00
Hair Color Kit	1	\$ 20.00	\$ 20.00
Babyliss 1" Flat Iron	1	\$ 155.00	\$ 155.00
Plastic Storage Box	1	\$ 8.00	\$ 8.00
Barber Cutting / Thinning Shear Set	1	\$ 98.00	\$ 98.00
Parker Razor	1	\$ 25.00	\$ 25.00
Derby Premium Blades	1	\$ 5.00	\$ 5.00
Andis Clipper Oil	1	\$ 4.00	\$ 4.00
Vent Brush	1	\$ 5.00	\$ 5.00
Tapered Combs	12	\$ 0.50	\$ 6.00
Rat Tail Combs	12	\$ 0.50	\$ 6.00
Clipper Comb (1 black/1 white)	2	\$ 1.00	\$ 2.00
Styptic Powder Vial	1	\$ 3.00	\$ 3.00
Clipper Cleaning Brush	1	\$ 3.00	\$ 3.00
Clubman Talc	1	\$ 8.00	\$ 8.00
Tint Brushes	2	\$ 1.00	\$ 2.00
Utsumi Carbon Fade Comb	1	\$ 12.00	\$ 12.00
Carbon Comb	1	\$ 8.00	\$ 8.00
6 pk Gator Clips	1	\$ 10.00	\$ 10.00
Plastic Bag	1	\$ 5.00	\$ 5.00

(Barbering Kit List continued next page)



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2022 BARBERING KIT LIST (2 OF 2)

Chemical Cape	1	\$ 25.00	\$ 25.00
Shampoo Cape	1	\$ 10.00	\$ 10.00
Cutting Cape	1	\$ 15.00	\$ 15.00
Plastic Storage Box	1	\$ 5.00	\$ 5.00
Small Round Brush	1	\$ 14.00	\$ 14.00
Medium Round Brush	1	\$ 14.00	\$ 14.00
Barber Jacket (Coba Academy Embroidered)	1	\$ 40.00	\$ 40.00
Suavecito Pomade - Original - 4 oz	1	\$ 13.00	\$ 13.00
Suavecito Firme Hold Styling Gel - 8 fl oz	1	\$ 12.00	\$ 12.00
Suavecito Menthol Aftershave - 8 fl oz	1	\$ 12.00	\$ 12.00
Suavecito Shave Gel - 8 fl oz	1	\$ 14.00	\$ 14.00
Suavecito Apron	1	\$ 35.00	\$ 35.00
Coba Academy Tshirt	1	\$ 30.00	\$ 30.00
Textbook			
Milady Barbering Fundamentals textbook, workbook, and online access bundle	1	\$ 440.00	\$ 440.00
Total			\$ 1,890.00

I acknowledge that this is a list of items that I am receiving as part of my kit for the Barber Program. I understand that due to manufacturer availabilities, this list is subject to change.

Student Signature:  _____

Date: _____



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US BUREAU OF LABOR STATISTICS – BARBER, HAIRSTYLISTS, AND COSMETOLOGISTS

Quick Facts: Barbers, Hairstylists, and Cosmetologists	
2021 Median Pay ?	\$29,680 per year \$14.27 per hour
Typical Entry-Level Education ?	Postsecondary nondegree award
Work Experience in a Related Occupation ?	None
On-the-job Training ?	None
Number of Jobs, 2020 ?	622,700
Job Outlook, 2020-30 ?	19% (Much faster than average)
Employment Change, 2020-30 ?	119,800

What Barbers, Hairstylists, and Cosmetologists Do

Barbers, hairstylists, and cosmetologists provide haircutting, hairstyling, and a range of other beauty services.

Work Environment

Barbers, hairstylists, and cosmetologists work mostly in a barbershop or salon. Physical stamina is important, because they are on their feet for most of their shift. Many work full time, but part-time positions are also common.

How to Become a Barber, Hairstylist, or Cosmetologist

All states require barbers, hairstylists, and cosmetologists to be licensed. To qualify for a license, candidates are required to graduate from a state-approved barber or cosmetology program and then pass a state exam for licensure.

Pay

The median hourly wage for barbers was \$14.41 in May 2021.

The median hourly wage for hairdressers, hairstylists, and cosmetologists was \$14.26 in May 2021.

Job Outlook

Overall employment of barbers, hairstylists, and cosmetologists is projected to grow 19 percent from 2020 to 2030, much faster than the average for all occupations.

About 85,300 openings for barbers, hairstylists, and cosmetologists are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

State & Area Data

Explore resources for employment and wages by state and area for barbers, hairstylists, and cosmetologists.

Similar Occupations

Compare the job duties, education, job growth, and pay of barbers, hairstylists, and cosmetologists with similar occupations.

I acknowledge awareness of US Bureau of Labor Statistics information regarding Barber, Hairstylist, and Cosmetology programs.

Student Signature: 

Date: _____



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TUITION AND FEES

1000 Hour Barbering Program Costs	
Hourly Rate	\$ 14.00
Total Hours	1000
Total Tuition	\$ 14,000.00
Kit & Book	\$ 1,890.00
Application Fee	\$ 125.00
STRF	\$ 40.00
Total Investment	\$ 16,055.00

Weekly, Bi-Monthly and Monthly payment schedules are available. Please discuss your preference with the Administrator during your interview.

**All programs have the option to add an iPad for \$350 (added to the "Kit & Book" cost)*

*** Student Tuition Recovery Fund Payable to the State of California (Non-Refundable). As of April 1, 2022, the rate is \$2.50 per one thousand dollars (\$1,000) of Institutional Charges.*

****Non-Returnable due to Health and Sanitary Reasons. Includes all required kit equipment, supplies, books, and materials necessary to complete the specific Program of study within the enrollment period. Except for Coba Academy T-Shirts and Aprons, personal effects such as clothing and uniforms are not included.*

Student Signature:  _____ Date: _____