



BARBERING

STATEMENT OF UNDERSTANDING

As a condition of enrollment in the East Valley Institute of Technology (EVIT) Barbering program, the student and his or her parent/guardian must sign the following as proof that they understand and accept the following contractual conditions:

1. Attendance is a critical factor in the success of a student completing a barbering program. The Arizona State Board of Barbers requires 1,500 clocked hours for certification in Barbering.
2. Students attending the 1,500 hour Barbering program need to be aware that in order to complete the program you may have to complete hours right after high school graduation in summer school through EVIT Adult Education Center.
3. Students will earn a total of four elective credits for each school year attended. These credits will be issued for passing grades and appropriate attendance, and will be sent to the home schools at the end of each semester.
4. All absences or tardies must be reported to the EVIT attendance office at 480-461-4026. All students must adhere to the EVIT attendance policy. Falling 100 hours behind in Barbering will jeopardize your place in the program.
5. Barbering students who have hours remaining after high school graduation will be considered adults and will assume the financial responsibility for the remaining hours of their contract. Continuing students who have just graduated will be offered a reduced Adult student tuition rate to complete their hours.
6. Students who are expelled from their home school are NOT permitted at EVIT, nor are they eligible for enrollment.
7. Dates and times for Barbering are NOT the same as other EVIT programs. Hours for the morning session are 7 – 11 a.m. The afternoon session runs from 12 – 4 p.m.
8. Students must arrange their OWN transportation. Due to the Barbering classes being on a different time schedule, there is no bus transportation provided for them from the high schools.
9. Barbering has a program-specific dress code that will be black or white closed toe shoes, black pants and the black smock provided in the student kit. In addition to the program specific dress code, Barbering students are to be in compliance with the EVIT dress code at all times.
10. Barbering students are required to pay class fees. The fees* for the first-year Barbering students will be \$446.00. The fees for the second-year Barbering students will be \$76.00 and will be due in the spring. (*fees are subject to change)

11. If you officially withdraw from the Barbering program before classes begin, you may request a refund for the amount not spent on supplies. There is no refund if the student withdraws on or after the 10th day of enrollment in class.

12. Once students have been assigned to a class, there will be NO schedule change, class change requests honored unless approved by an Administrator. Students must remain in the class they start in for one year in order to stay in the curriculum sequence. Change requests for second year students will be considered on an individual basis and depend on spaces available.

PRIOR TO STARTING BARBERING PROGRAM:

A student must have a file containing the following information:

- ⌘ **Current high school transcript showing a minimum total of 10 credits
(Two of which must be passing credits in English)**
- ⌘ **Two recent passport size photos**
- ⌘ **Current address, e-mail address and contact telephone numbers (emergency number included)**
- ⌘ **Copy of Social Security card or signed waiver acknowledging that students cannot take the Arizona State Board of Barbers license examination without a social security card.**
- ⌘ **Completed emergency medical form (will receive 1st day of class)**
- ⌘ **Signature on application must be notarized**
- ⌘ **Contract signed by student and parent/guardian**

I understand that it is my responsibility to keep my contact information, including telephone number, home address, e-mail address and home school information up to date with the EVIT registration department. I will be contacted via telephone or mail that I have been accepted into the program.

I HAVE READ AND UNDERSTAND THE EVIT STATEMENT OF UNDERSTANDING AND RECOGNIZE THAT CONTINUED ENROLLMENT AT EVIT WILL BE BASED UPON MY WILLINGNESS TO FOLLOW THE ABOVE-STATED POLICIES AND CONDITIONS.

Student Signature _____

Date: _____

Parent/Guardian Signature _____

Date: _____

(If student is under 18)



East Valley Institute of Technology

Barbering Registration Information

2018-2019 School Year

Barber

- ✂ The Barber program is only offered at the **Main Campus**.
- ✂ 1500 hour program
- ✂ Monday through Friday, **AM Session 7 – 11am**, or **PM Session 12-4pm**

Fees

- ✂ **Fees must be paid on or prior to the Mandatory Parent/Student Meeting to be held on Wednesday, May 2nd at the Main campus.**
 - ✂ The fees for the upcoming school year are as follows:
 - ⌘ Barbering 1st year supplies fees - \$446.00*
 - ⌘ Barbering 2nd year supplies fees - \$76.00*
- * Fees subject to change

Transportation

- ✂ **Students attending the Barbering program must provide their own transportation. These programs have a different schedule than other EVIT classes.**

Submitting your packet

✂ Packets may be submitted anytime during business hours starting January 3rd, 2018 until April 20th, 2018.

✂ Completed packets must be delivered in person to the **EVIT** Registration office (Main Campus) no later than 4:00pm on **Friday, March 2nd**.

⌘ EVIT Main Campus is located at 1601 W. Main Street, Mesa, AZ 85201

✂ All items on the checklist must be in the packet to finalize processing of application. It must include a current transcript reflecting **completion of 10th grade**.

◆ You must submit updated transcripts no later than **July 13th, 2018**.

◆ You will not be considered enrolled unless updated transcript is received and all information is on file at EVIT. This is a requirement of the Arizona State Board of Barbering so there will be no exceptions.

DATE PACKET RECEIVED	TIME	INITIALS
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EVIT BARBERING PACKET

Thank you for applying to the EVIT Barbering program. Your packet must contain all of the following items and be delivered to the EVIT registration office in person. Designated EVIT personnel need to initial the packet before it is considered submitted. Please remember that a complete packet is required for a student to be considered for the EVIT Barbering program. Availability is limited and acceptance is based on completed packets.

Student Name _____

High School _____

Period Preference () AM 7 – 11 () PM 12 – 4

_____ EVIT Enrollment Application (Enclosed)

_____ Current High School Transcript (2 Copies)

Must reflect a 2.0 Grade Point Average (cumulative GPA)

2 Passing Credits in English

10 Passing Credits total

** If Cumulative GPA is below 2.0, you must also submit Standardized Test Scores (AIMS, Stanford 10, etc.)

_____ Attendance Record (from home high school)

_____ Discipline Record (from home high school)

_____ Immunization Record (or exemption form)

Exemption forms for personal beliefs, religious beliefs and medical reasons are available upon request.

_____ Copy of Social Security Card (or waiver)

The Arizona State Board of Barbers requires proof of a social security card before the state exam can be administered. A waiver may be submitted to EVIT in lieu of the card, but it will not be acceptable for taking the state exam. Waiver available upon request.

_____ Signed Statement of Understanding (Enclosed)

If student is under 18, statement of understanding must be signed by a parent/guardian.

EVIT Registration Office Hours (Main Campus): Monday – Friday 7:30am – to 4:00pm.