# **COSMETOLOGY PROGRAM APPLICATION**

## What do I need to do to apply?

1. Apply for Admissions to Pueblo Community College meeting all college admission requirements.
2. High school diploma or GED required unless student is part of high school early college program.
3. Complete and sign the Cosmetology application.

If you have questions about the completion of this application, requirements, or qualifications, please contact Bonnie Housh at 719-549-3198. Only complete applications will be reviewed. Applicants will not be notified of missing application information.

**Return Completed Application to:**

Pueblo Community College

Cosmetology Department

700 W. Abriendo Ave.

Pueblo, Colorado 81004

**OR**

Pueblo Community College

Health and Public Safety Division

900 W. Orman MT 176

Pueblo, Colorado 81004

FOR OFFICE USE:

## Application received by on at

## Cosmetology Application

Completion of this form does not constitute admission to the program. Students will be notified by email and/or letter if they are accepted, placed on alternate list, or denied for the program.

## Cosmetology Program Degree Options

Please check the box of the degree you are interested in enrolling.

[ ]  Barbering Crossover Certificate – **Summer only, Day Program**. 3 credit certificate for **Licensed Cosmetologists**, 2.5 weeks; 6 credit certificate for **Licensed Hairstylists**.

[ ]  Cosmetology Certificate – Fall Start, Day Program, Full Time, 3 semesters. (53 core credits + 3 credits general education)

[ ]  Cosmetology AAS Degree – Fall Start, Day Program, 4 semesters. (53 core credits + 15 general education credits)

[ ]  Hairstylist Certificate – Fall Start, Day Program, Full Time, 2 semesters. 40 core credits. This certificate is **GREAT** for students who would like to become licensed Barbers.

[ ]  Hairstylist Certificate – Spring Start, Day Program, Part-time, 4 semesters. 40 core credits. This certificate is **GREAT** for high school students or students who would like to become licensed Barbers.

[ ]  Nail Technician – Fall start, Morning Program, 2 semesters. 20 core credits

[ ]  Esthetician Certificate – Fall start, Morning Program, 2 semesters. 20 core credits

## Applicant’s Information

Date:

Last Name: First Name: MI:

Student #: Phone# (cell/home):

Street Address: City: State: Zip

Personal Email Address:

Student Email Address:

## It is the applicant’s responsibility to assure that their phone number, mailing address, and email address are current.

If you have questions about the completion of this application, requirements, or qualifications please contact Michele Edwards (719-549-3162) or Bonnie Housh (719-549-3198).

## Program Costs

| Program Requirement | Cost | Note |
| --- | --- | --- |
| Malpractice Insurance | $10.00 | All degree choices |
| Books | $200.00 - $375.00 | Depends on chosen degree |
| Kits | $50.00 - $400.00 | Depends on chosen degree |
| State Board Testing | Application fee $28.00Practical Exam fee $71.00Written Exam fee $56.00 | All degrees |
| Background Check/Drug Screen | $47.75 or $71.20 | Depends on CO residency |
| Second year Drug Screen | $37.00 | Only Degrees with more than 3 semesters |

## Acknowledgement of Program Requirements

Please check box provided to indicate that you have read and understand each of the following statements:

[ ]  It is the applicant’s responsibility to assure that their phone number and address are current**.** If the Cosmetology department is unable to contact the student by phone and/or student does not respond within 7 business days of conditional acceptance, the next applicant will be contacted.

[ ]  I understand applicants will be selected into the Cosmetology program on a first come first serve basis of qualified applicants.

[ ]  I understand that after I am conditionally accepted, I must pass a background check and drug screen, which includes marijuana and will receive information regarding specific dates/times to complete the background check, drug screen, immunizations, online payment agreement and liability insurance.

[ ]  The cost of the background check and drug screen is $47.75 if you have lived in the State of Colorado for the past 7 years or under the age of 18. If you have not lived in Colorado for the past 7 years the cost is $71.20 for the nationwide background check and drug screen.

[ ]  Qualified applicants will be conditionally accepted for enrollment, up to the class limit (20)**.**

[ ]  To the best of my knowledge and belief, the information I have given on this form is correct and can be verified. I have not withheld information that would affect my acceptance to the Cosmetology Program.

[ ]  I understand the process for admissions into the Cosmetology Program.

[ ]  I have read and understood the application instructions, requirements, and qualifications for this program.

[ ]  I understand that only completed applications will be accepted, which includes full completion of this application, attached copies of all unofficial transcripts and/or placement scores.

Print Name:

Signature: Date:

**NOTICE OF NON-DISCRIMINATION STATEMENT**

Pueblo Community College prohibits all forms of discrimination and harassment including those that violate federal and state law or the State Board for Community Colleges and Occupational Education Board Policies 3-120 and 4-120. The College does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, gender identity, or sexual orientation in its employment practices or educational programs and activities.  Pueblo Community College will take appropriate steps to ensure that the lack of English language skills will not be a barrier to admission and participation in vocational education programs.

The College has designated the Director of Human Resources as its AA/EEO and Title IX Coordinator, and the Senior HR Specialist as Deputy Title IX Coordinator, with the responsibility to coordinate the college’s civil rights compliance activities and grievance procedures. If you have any questions, please contact the Director of Human Resources or Deputy Title IX Coordinator, 900 W. Orman Avenue, Central Administration Building, Room 111, telephone 719.549.3220, email HR.PCC@Pueblocc.edu. You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Blvd., Suite 310, Denver, CO 80204; phone: 303.844.3417.

**Aviso de no discriminación**

Pueblo Community College (PCC) prohíbe todas formas de discriminación y acoso, inclusive violación de leyes federales y estatales o las políticas educativas

3-120 y 120 4 del Consejo Estatal de Colegios Comunitarios y Laborales. El Colegio no discrimina en base al sexo/género, raza, color, edad, credo, origen nacional o étnico, incapacidad física o mental, estado de veterano, estado de embarazo, religión, información genética, identidad de género o orientación sexual en sus prácticas de empleo, programas educativos, o actividades que ofrece el Colegio. PCC tomará medidas apropiadas para asegurar que la falta de conocimientos del idioma inglés no será un impedimento para la inscripción y participación en programas de educación vocacional.

El Colegio ha designado el Director de Recursos Humanos (RH) el oficial de Acción Afirmativa (AA), Igualdad de Oportunidades de Empleo (EEO), y Coordinador de la ley-Título IX. El Especialista Mayor de Recursos Humanos en PCC es designado como Diputado Coordinador de la ley Título IX con la responsabilidad de coordinar las actividades de cumplimiento de derechos civiles y procedimientos de quejas. Si usted tiene alguna pregunta, póngase en contacto con el Director de Recursos Humanos o el Diputado Coordinador de Título IX, 900 W. Orman Avenue, ubicados en el edificio de Administración Central, sala 111, teléfono (719) 549-3220, o correo electrónico HR.PCC@Pueblocc.edu. También puede comunicarse con la oficina de derechos civiles con el Departamento de Educación, Región VIII, Edificio de Oficinas Federales, 1244 North Speer Blvd., Suite 310, Denver, CO 80204; teléfono: 303.844.3417.