Paul Mitchell The School Rapid City

TRANSFER OF CREDIT POLICIES

TRANSFER OF CREDIT POLICY -STUDENTS ENTERING THE SCHOOL

Paul Mitchell The School Rapid City will accept transfer hours from other schools based on an evaluation of the student's comprehension of the course material and the applicability of the courses to the student's intended academic program at the school.

Transfer students are assessed tuition at the current per hour rate. Current tuition rate information is located in the "Costs of Tuition and Supplies" section of the catalog.

At the school's sole discretion, a student may be permitted to transfer in more hours from a non-Paul Mitchell School than is described in the policy below, if the student is transferring from a school that has closed without notice and the student can demonstrate the appropriate course knowledge.

Paul Mitchell The School Rapid City does not award clock hour credits for service in the armed forces, paid or unpaid employment, or other demonstrated competency.

TRANSFER OF CREDIT POLICY

COSMETOLOGY

Cosmetology students transferring from another Paul Mitchell School.
If transferring from another Paul Mitchell School, all transfer hours will be accepted with approval of State Board of Cosmetology. State Law hours from other states will not be accepted.

Cosmetology students transferring from a non-Paul Mitchell School.
A maximum of 1100 hours will be accepted. To determine how many transfer hours the school accepts is based on passing a practical and written test and what is allowed by state board. All cosmetology transfer students must complete a minimum of 400 hours.

- Pass a practical test with a minimum of 80% on the following criteria:
  - Demonstrate State Board Sanitation and Disinfection
  - Finger Wave with 6 pin-curls
  - Color and Lightener Applications (Must perform four)
  - Permanent Wave (10 rods)
  - Chemical relaxer applications (virgin, re-touch)
  - Marcel iron work demonstrating the three base curl placements.
  - Haircut, style and finish of your choice (to complete on a doll head or model)
- Pass a written exam with a minimum of 80% passing

ESTHETICS

Esthetics students transferring from another Paul Mitchell School.
If transferring from another Paul Mitchell School, all transfer hours will be accepted with approval of State Board of Cosmetology. State Law hours from other states will not be accepted.

Esthetics students transferring from a non- Paul Mitchell School
A maximum of 100 hours will be accepted. To determine how many transfer hours the school accepts is based on passing a practical and written test and what is allowed by state board. All esthetic transfer students must complete

a minimum of 500 hours.

- Pass a practical test with a minimum of 80% based on the following criteria
  - Demonstrate State Board Sanitation and Disinfection
  - Basic Facial to include: Consultation, Cleanse, Skin Analysis, Exfoliation, Extractions, Mask, Moisturize and Protect
  - Wax: Brow Wax (hard wax or soft wax)
- Pass a written exam with a minimum of 80% grade.

NAIL TECHNOLOGY

Nail Technology students transferring from another Paul Mitchell School
If transferring from another Paul Mitchell School, all transfer hours will be accepted with approval of State Board of Cosmetology. State Law hours from other states will not be accepted.

Nail Technology students transferring from a non-Paul Mitchell School
A maximum of 200 hours will be accepted (into the 600 hour nail program only). To determine how many transfer hours the school accepts is based on passing a practical and written test and what is allowed by state board. All Nail Technology transfer students must complete a minimum of 400 hours.

- Pass 2 practical tests with a minimum of 80% on the following criteria:
  - Demonstrate knowledge of nail enhancement applications
  - Understanding of hand and arm massage
  - Proper pedicure and table set up
  - Guest communication
  - Techniques & knowledge of nail enhancements.
- Pass a written exam with a minimum of 80% passing

MASSAGE

Massage Therapy students transferring from another Paul Mitchell School
If transferring from another Paul Mitchell School, all transfer hours will be accepted.

Massage Therapy students transferring from a non-Paul Mitchell School
A maximum of 150 hours will be accepted. To determine how many transfer hours the school accepts is based on passing a practical and written test and what is allowed by state board. All Massage Therapy transfer students must complete a minimum of 600 hours.

- Pass 2 practical tests with a minimum of 80% on the following criteria:
  - Demonstrate knowledge of anatomy, kinesiology, and body work
  - Understanding of effleurage and petrissage
  - Proper draping and table set up
  - Guest communication
  - Techniques & Pressure
- Pass a written exam with a minimum of 80% passing

TRANSFERABILITY OF CREDIT-CREDIT EARNED AT THE SCHOOL

The transferability of hours you earn at Paul Mitchell The School Rapid City is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn in cosmetology, nail technology, massage and/or esthetics is also at the complete discretion of the institution to which you may seek to transfer.

If the hours or diploma that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Paul Mitchell Schools to determine if your hours or diploma will transfer.

Students may request an official current transcript from the school, at any time during or after withdrawal and graduation (Fees may apply, check the school's Fee Schedule located in this catalog)

TRANSFER OF CREDIT- CREDIT EARNED AT ANOTHER INSTITUTION

Paul Mitchell The School Rapid City may accept transfer clock hours or credits for courses completed at another institution.

A student must notify the Admissions team at the time of beginning the admissions process if requesting such credit. An official transcript is required for each school a student attended. The school will review course descriptions and any transcripts provided by the student to arrive at a final decision.

Courses taken at another institution must be accredited by an agency recognized by either the U.S.

Department of Education or Council for Higher Education Accreditation (CHEA).

To transfer credit, the student must do the following:

- Inform the Admissions Leader during the application process requesting to transfer credit
- Provide official transcripts from previous attended school 7 days prior to signing the enrollment agreement (exceptions may be granted for extenuating circumstances)

Acceptance of transfer credit is at the sole discretion of the school. In addition, the institution does not have articulation agreements and does not give credit for experiential learning.

GRADUATES COMPLETING A PROGRAM AND REENROLLING IN A NEW PROGRAM

A student that graduates from one program within the school and wishes to enroll in another program within the school, a determination of the state laws will determine the amount of hours that will be transferred into the new program, the student will need to meet the quantitative and qualitative components of SAP for the new program.

CREDIT FOR HOURS FROM ONE PROGRAM TO ANOTHER FOR DUAL LICENSING

Many students find they want to continue their education in one of our other 4 programs. Our state board allows hours from the other programs to transfer as such.

Massage hours do not transfer to other programs
Cosmetology license = 440 Hours credited to Esthetics Program
Cosmetology license = 300 Hours credited to Nail Program
Esthetics License = 120 Hours credited to Nail Program
Nail License = 120 Hours credited to Esthetic Program
Esthetics License = 380 Hours credited to Cosmetology Program
Nail License = 240 Hours credited to Cosmetology Program