Fernandez Barber College

CATALOG

January 1, 2026 - January 30, 2027

3099 West Shaw Avenue, Suite 104,
Fresno, CA 93711 • (559) 293-4722
Website: WWW.fernandezbarbercollege.com
Board School code: #22014 BPPE School code: #81066671

Fernandez Barber College — Mission and Objectives Statement

The mission of Fernandez Barber College is to educate students who wish to learn the art of barbering, pass the state Board of Barbering exam and have a long life career and positive impact in the growing profession of barbering. We want every student to attain their barber license, and continue mastering and perfecting their craft. We will provide a learning environment for them to understand what it is to be a professional and successful barber. We will teach them to thrive and develop the social and physical skills needed to be a positive hard-working professional in the community they will serve. We will offer the best education possible. Their success will be our success.

The prime objectives for Fernandez Barber College will be to teach the practical and theory class of instruction. We will use the classroom to teach and study the theory of barbering in support of the knowledge of the industry. Students will be taught the techniques of Haircutting, Shaves, Facials, Perms, Hair coloring, Health and Safety, Sanitation, and Shop Management. We will also support the theory by the use of textbooks, videos, visual training sessions, guest speakers, live demos, and hands-on practice. The students will then apply what they have learned in the classroom, on real customers on the practice floor/lab. This will give the students an idea of a real barbershop environment, which will give them confidence to be the best barber they can be and to master the art of barbering.

All instruction at Fernandez Barber College will consist of in-residence instruction, that is one-on-one highly individualized instruction. There will be no distance learning.

APPROVAL DISCLOSURE STATEMENT

Fernandez Barber College (School Code #81066671) is a private institution approved and licensed to operate by the Bureau for Private Postsecondary Education, P.O. Box 980818, West Sacramento, CA 95798, pursuant to the California Private Postsecondary Education Act of 2009 (California Education Code Section 94800).

The Bureau's approval means that the institution and its operation complies with the minimum standards established under the law for occupational instruction by private postsecondary educational institutions, and does not imply any endorsement or recommendation by the State or by the Bureau. Institutional approval must be periodically re-approved and is subject to continuing review.

APPROVED PROGRAMS

FBC is approved by the Bureau for Private Postsecondary Education and the California Board of Barbering and Cosmetology to offer the following programs, listed here under their approved names:

Approved Program Name	Clock Hours	Language of Instruction	Scheduled Length
Barbering	1,000	English	6 months
Barbering (Spanish)	1,000	Spanish	6 months
Barber Crossover	200	English	2 months
Barber Crossover (Spanish)	200	Spanish	2 months

QUESTIONS REGARDING THIS CATALOG

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market, Suite 225, Sacramento, CA 95834; or P.O. Box 980818, West Sacramento, CA 95798-0818. Website: www.bppe.ca.gov. Telephone and Fax: (888) 370-7589 or by fax (916) 263-1897; (916) 574-8900.

NON-DISCRIMINATION POLICY

Fernandez Barber College does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, gender identity, or any other characteristic protected by applicable federal, state, or local law in its admissions, educational programs, activities, or employment practices. This policy is consistent with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other applicable non-discrimination laws.

Any person who believes they have been subjected to discrimination may contact the CEO/ Director at 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711, or by calling (559) 293-4722. Complaints may also be directed to the Bureau for Private Postsecondary Education at (888) 370-7589 or www.bppe.ca.gov.

DISABILITY ACCOMMODATIONS (ADA)

Fernandez Barber College is committed to providing equal access to education for students with disabilities in accordance with the Americans with Disabilities Act of 1990 (ADA) and Section 504 of the Rehabilitation Act of 1973. Students who require accommodations due to a documented disability should notify the School Director prior to enrollment or as early as possible. FBC will engage in an interactive process to determine appropriate and reasonable accommodations. Documentation from a licensed medical or psychological professional may be required. Accommodations will not fundamentally alter the nature of the program or lower essential barbering competency standards required for licensure.

CATALOG EFFECTIVE DATE AND CHANGES

This catalog is effective January 1, 2026 through January 30, 2027. Revised September 9, 2026. Fernandez Barber College reserves the right to change, without prior notice, any information contained in this catalog including but not limited to tuition, fees, program content, faculty, and policies, to the extent permitted by applicable law. Changes will be communicated to currently enrolled students in writing. The most current version of this catalog is available at the school's administrative office and on the school website at www.fernandezbarbercollege.com. Students are encouraged to review the catalog prior to enrollment and periodically during their program.

FACULTY QUALIFICATIONS

Mr. David Fernandez — CEO & Executive Director

Mr. David Fernandez is the CEO and Executive Director. He will provide highly individualized instruction and preparation for his staff. He is a licensed barber in California since 2011. Mr. Fernandez was the owner of the well-established Fernandez Barber Shop from 2012–2020. He had two apprentices and trained them in barbering. He graduated from the Lubbock Hair Academy in Lubbock, Texas in 2010. He has been licensed for over 14 years. He is bilingual in Spanish and English.

Mrs. Veronica Nekola — Director of Operations

Mrs. Veronica Nekola is our Director of Operations. She attended Lawrence & Company College of Cosmetology and San Joaquin Valley College where she became licensed and obtained her Associates Degree. She has been a Licensed Cosmetologist for over 20 years. She was a Salon Manager for 4 years at a company where she spent 15 years. She served as our School Director for 3 years and enjoys supervising and guiding our students when she can. She is bilingual in Spanish and English.

Miss Daniela Lopez — School Administrator

Miss Daniela Lopez is the School Administrator with 6 years of experience working in business offices. She completed her schooling at SJVC as a medical assistant but found her strengths in the administrative side and has built her career in the field. She developed strong skills in administrative operations, patient coordination, scheduling, and handling sensitive information. She also managed the offices she worked in, overseeing daily operations and ensuring everything ran smoothly. She is using her organizational, leadership, and communication skills to support our students and staff. She is bilingual in Spanish and English.

Mr. Aaron Velarde — Instructor

Mr. Aaron Velarde is an instructor for FBC and a licensed barber in the State of California. He graduated from Sierra College of Beauty in Merced. He built his career behind the chair at HBK Barbershop and Blends Barbershop in Merced, and in 2021 he founded and operated St. Fader Barbershop, leading a team of eight barbers. He most recently served as a Barber Educator at Urban Barber College in Concord, where he delivered classroom and clinic instruction, developed theory curriculum, and prepared students for the State Board licensure examination. He joined Fernandez Barber College in 2026.

Mr. Jesse Flores IV — Instructor

Mr. Jesse Flores IV is an instructor for FBC. With over three years as a licensed California barber and a passion for the craft that began at just 14 years old, he thrives on precision and creativity — especially skin fades, tapers, and burst fades. His journey started at RB Cuts in Visalia, CA. A true hair fanatic, he constantly refines techniques and adapts to new trends. He is bilingual in English and Spanish.

Mr. Julian Ramos — Instructor

Mr. Julian Ramos is an instructor for FBC and a licensed barber in the State of California with over five years of experience behind the chair. He owns and operates Fadedbyjuljan in Reedley, CA, where he has built a loyal clientele since 2021 through personalized consultations and consistent attention to detail. His strengths include cutting and fading techniques, hot towel shaves, and customer service, and he brings patience and a hands-on approach to student instruction and clinic floor supervision. He is bilingual in English and Spanish and is able to instruct and mentor students in either language.

ADMISSION REQUIREMENTS

Fernandez Barber College will admit those applicants possessing proof of graduation from high school in the U.S. or Canada. Fernandez Barber College (FBC) will admit an applicant on the basis of passing an Ability to Benefit exam in English or Spanish if needed. FBC will also accept a challenge exam equivalent to a high school diploma, or achievement test for admission.

FBC will permit a transfer of credit earned from another approved or accredited California institution as long as the student took the course prescribed by the California Board of Barbering and Cosmetology within the last three years. No more than fifty percent (50%) of the hours required to complete the 1,000-Hour Barbering Program at FBC can be transferred in.

All instruction and documents will be in English or Spanish only. Students must be able to understand and communicate in either English or Spanish at a level sufficient to benefit from instruction and to prepare for the California Barber Licensing Examination. Students whose primary language is not English or Spanish may satisfy this requirement through either of the following pathways:

(1) Submitting a translated diploma or equivalent credential from their country of origin, verified by a recognized credential evaluation service, confirming the credential is equivalent to a U.S. high school diploma; or

(2) Qualifying under Fernandez Barber College's Ability to Benefit (ATB) provision for students who do not hold a high school diploma or equivalent, as described in this catalog.

No separate language proficiency examinations will be required or administered by FBC. Fernandez Barber College will not accept experiential learning credits for purposes of admission or for any other purpose. All instructions, texts, and study materials will be in the English or Spanish language.

Foreign Diplomas and International Credentials

Fernandez Barber College will accept high school diplomas or equivalent credentials issued by educational institutions outside of the United States, provided that such credentials are verified and evaluated by a reputable credential evaluation service. Acceptable evaluation agencies include, but are not limited to, SpanTran, World Education Services (WES), Educational Credential Evaluators (ECE), and other National Association of Credential Evaluation Services (NACES) member organizations. The evaluation must confirm that the foreign credential is equivalent to a U.S. high school diploma. All evaluation documents must be translated into English or Spanish by a certified translator if submitted in another language. FBC reserves the right to request additional documentation to verify the authenticity of foreign credentials.

Ability to Benefit — Guidelines in Alignment with NACCAS and BPPE Standards

Please note: Fernandez Barber College is not yet accredited by the National Accrediting Commission of Career Arts and Sciences (NACCAS). However, FBC is currently a NACCAS candidate school and is actively meeting both NACCAS and BPPE guidelines and standards in preparation for accreditation. The following Ability to Benefit provisions are implemented in alignment with those guidelines to ensure full compliance with both agencies.

FBC may admit students who do not possess a high school diploma or its recognized equivalent under the Ability to Benefit (ATB) provision, subject to the following requirements:

1. Students qualify under the 225 clock-hour ATB provision. The student must successfully complete 225 clock hours of the program before being considered to have demonstrated the ability to benefit from the training. During this period, the student's progress will be monitored and documented by FBC staff and instructors in accordance with NACCAS and BPPE requirements.
2. As part of the 225 clock-hour ATB evaluation, the student must complete the Milady E-book, including all Chapter Exams and the Final Exam, with a passing grade in each. FBC will evaluate the student's academic performance at the 225-hour mark. Successful completion of these requirements, combined with the 225 clock hours of attendance, will confirm the student's compliance under the Ability to Benefit provision as set forth by NACCAS and BPPE guidelines.

3. All Ability to Benefit determinations will be documented and maintained in the student's permanent file in accordance with NACCAS candidate school standards, BPPE record-keeping requirements, and applicable state and federal regulations.
4. Students admitted under the ATB provision are subject to the same academic progress standards as all other enrolled students.

FINANCIAL AID

Because Fernandez Barber College (FBC) is not yet accredited, its students will not be eligible for low-cost federally insured student loans. However, the school will permit installment payments on the required tuition and expenses as described and under the terms in the enrollment agreement. FBC will offer student loans based on financial need. These loans will be generated by the institution and awarded at the discretion of the school. The enrollment agreement provides disclosures regarding installment loans.

TRANSFER OF CLOCK HOURS FOR ADMISSION

FBC will permit a transfer of credit earned from another approved or accredited California institution as long as the student took the course prescribed by the California Board of Barbering and Cosmetology within the last three years. No more than fifty percent (50%) of the hours required to complete the 1,000-Hour Barbering Program at FBC can be transferred in.

TRANSFER OR ARTICULATION AGREEMENTS

FBC does not presently have any transfer or articulation agreements with any other institutions.

LICENSURE REQUIREMENTS

Students will have to provide either of the following: Proof of Training for the 1,000-hour course in barbering in English or Spanish, or Proof of Training for the 200-hour Barber Crossover program in English or Spanish. Either must be completed in order to test for their Barber's License. Students must be 16.5–17 years of age or older and have a valid ID or Driver's License. Barbers will have to be licensed to practice their profession. Graduates will have to apply to the California Board of Barbering and Cosmetology — at minimum 17 years of age — in order to be admitted to take the licensing exam. The Board should be contacted for further instructions, or their website may be visited at www.barbercosmo.ca.gov.

DESCRIPTION OF PROGRAMS OF INSTRUCTION

The curriculum requirements are as follows: B & P Code § 7362.5(a): Curriculum for Barbering Course in English and Spanish.

(a) The curriculum for students enrolled in a barbering course shall consist of one thousand (1,000) hours of technical instruction and practical training covering all practices of a barber pursuant to Section 7362.5(b) of the Barbering and Cosmetology Act.

(b) For the purpose of this section, technical instruction shall mean instruction by demonstration, lecture, classroom participation, or examination; practical operations shall mean the actual performance by the student of a complete service on another person or on a mannequin. Practical training shall mean the time it takes to perform a practical operation.

(1) 1,000 Hours of Technical Instruction and Practical Training in Hair Dressing. The required subjects of instruction shall be completed with the minimum hours of technical instruction and practical operations for each subject matter as follows:

Hairstyling Services (60 hours Technical Instruction / 140 hours Practical Operations): The subject of Hairstyling shall include, but is not limited to, the following techniques and procedures: arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, non-chemical straightening, and hair cutting — including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting.

Chemical Hair Services (120 hours Technical Instruction / 80 hours Practical Operations): The subject of Chemical Services shall include, but is not limited to: coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers.

Disinfection and Sanitation (70 hours Technical Instruction / 30 hours Practical Operations): The subject of Disinfection and Sanitation shall include, but is not limited to: disinfection procedures to protect the health and safety of consumers as well as the technician, and proper disinfection procedures for equipment used in establishments.

Shaving and Trimming of the Beard (100 hours Technical Instruction / 100 hours Practical Operations): The subject of Preparation and Performance shall include, but is not limited to: preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages.

Health and Safety (70 hours Technical Instruction): Instruction on hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases.

Board Approved Health & Safety Course (B&P 7389(a)) (30 hours Technical Instruction): Instruction on hazardous substances, basic labor laws, and physical and sexual assault awareness.

Once the minimum required 800 hours have been met, FBC will determine which subject(s) will receive additional hours to meet the 1,000-hour program requirement. The typical occupation for graduates of Fernandez Barber College is that of a barber. The Standard Occupational Code (SOC) for Barbers is 39-5011.

The last two weeks of the program will comprise review weeks. Each of the first two weeks will have a forty-question quiz at the end. The final review week will have four final 100+ question exams.

Curriculum Requirements for Barber Crossover Program in English or Spanish

Shaving and Trimming of the Beard (100 hours Technical Instruction / 100 hours Practical Operations): The subject of Preparation and Performance shall include, but is not limited to: preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages. Grooming and trimming the beard along with shaping are also included. Technical instruction will be taught through the online program CIMA by Milady's 7th Edition for Barbering, published by Milady January 1, 2025. Students will be campus-based.

The Barber Crossover program is designed to prepare and lead our graduates to become a Licensed Professional Barber. We will prepare them through weekly testing, Health and Safety reviews, completion of Cima/Milady, instructor demos, and hands-on training. With our Barber Crossover program available in English or Spanish, our graduates will be one step closer to achieving their goal of becoming a Licensed Professional Barber.

Barber Crossover Program — Extended Enrollment Fee

The Barber Crossover Program is designed to be completed within 8 weeks based on full-time attendance of 5 hours per day, Monday through Friday. Students who require additional time beyond the standard 8-week program period will be charged an additional fee of $499.38 per week for each week beyond the 8-week completion period. Students will be notified in writing prior to the commencement of any additional weekly charges. FBC reserves the right to evaluate extended enrollment on a case-by-case basis.

PARTICIPATION IN FEDERAL OR STATE FINANCIAL AID PROGRAMS

FBC does participate in the financial aid program with the Department of Rehabilitation in the State of California. It does not participate in any other Financial Aid programs in the United States.

ATTENDANCE

1,000-Hour Barbering Program

Students must maintain good attendance. The FBC Course in Barbering is scheduled over a five-day week, Monday through Friday. Saturday sessions from 9:00 AM to 1:30 PM are available for make-up hours and additional practical training and are not part of the scheduled instructional week. If a student is absent without an acceptable excuse for a period of three weeks or 15 (fifteen) days, they will be dismissed from the program. Students must attend at least 80% of the clock hours scheduled for them in each calendar month; hours earned in Saturday make-up sessions are credited toward this calculation. Monthly attendance below 80% of scheduled hours will result in a written attendance warning and written notice of the extended enrollment charges that will apply if the program is not completed by the contracted completion date. Monthly attendance below 60% of scheduled hours will result in dismissal from the program. Approximately 143 clock hours per month are required to complete the 1,000-Hour Barbering Program by the contracted completion date; the attendance standard is a minimum, not a completion schedule.

200-Hour Barber Crossover Program

Students enrolled in the 200-Hour Barber Crossover Program are required to maintain satisfactory attendance. The program is scheduled at 5 hours per day, Monday through Friday, totaling 25 hours per week. Students may choose from one of three available daily schedules: 8:00 AM–1:00 PM, 11:00 AM–4:00 PM, or 4:00 PM–9:00 PM. The program is designed to be completed within 8 weeks. If a student is absent without an acceptable excuse for a period of 18 consecutive or non-consecutive days, they may be dismissed from the program. Students must attend at least 80% of the clock hours scheduled for them each week. Weekly attendance below 80% of scheduled hours will result in a written attendance warning and written notice of the extended enrollment fee described in the Barber Crossover Program Extended Enrollment Fee section. Weekly attendance below 60% of scheduled hours will result in dismissal from the program.

STUDENT TRANSFERS

FBC will not accept any credits in transfer from another approved or accredited institution unless that student has been in a California Board of Barbering and Cosmetology approved curriculum within the last three years prior to admission. For the 1,000-Hour Barbering Program, the maximum credit allowed in tran sfer is fifty percent (50%) of the program hours, or 500 clock hours, whichever is less. FBC does not accept transfer hours toward the 200-Hour Barber Crossover Program. This policy applies to enrollment agreements signed on or after September 9, 2026. Students enrolled before that date remain subject to the transfer credit granted at the time of their enrollment.

GRADING SYSTEM

Fernandez Barber College uses the following grading scale for all written exams, chapter reviews, practical evaluations, and course assignments:

Grade	Percentage Range	Status
A	90% – 100%	Excellent / Passing
B	80% – 89%	Good / Passing
C	70% – 79%	Satisfactory / Passing
F	Below 70%	Failing / Below Standard

A minimum passing grade of 70% is required on all written and practical evaluations. Students who fall below 70% on any evaluation will be given the opportunity to remediate and re-test at the instructor's discretion. Clock hours are recorded daily and are not graded; however, attendance is required to maintain Satisfactory Academic Progress as described below.

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY

All students must maintain Satisfactory Academic Progress (SAP) throughout their enrollment at Fernandez Barber College. SAP is evaluated on both a qualitative (academic) and quantitative (attendance/pace) basis.

Qualitative Standard (Academic Achievement)

Students must maintain a cumulative grade average of at least 70% on all written exams, chapter quizzes, and practical evaluations. A student who falls below 70% after the first 6 weeks of enrollment will be placed on Academic Probation.

Quantitative Standard (Pace of Completion)

Students must complete their program within the maximum time frame allowed. The maximum time frame is 150% of the published program length:

- 1,000-Hour Barbering Program: Maximum 1,500 attempted clock hours.
- 200-Hour Barber Crossover Program: Maximum 300 attempted clock hours.

SAP Evaluation Periods

SAP is evaluated at the following points:

- 1,000-Hour Program: At 450 hours (midpoint) and at 900 hours (near completion).
- 200-Hour Crossover Program: At 100 hours (midpoint).

Students will receive written notification of their SAP status following each evaluation period.

Academic Probation

A student who fails to meet SAP standards will be placed on Academic Probation for a probationary period of up to 6 weeks (or 50 hours, whichever occurs first). During probation, the student must meet with an instructor or advisor to develop an academic improvement plan. Students on probation are still eligible to remain enrolled and attend classes. If SAP is not restored by the end of the probationary period, the student may be dismissed from the program.

SAP Appeals

A student who is dismissed for failure to meet SAP may submit a written appeal to the CEO/ Director within 10 calendar days of the dismissal notice. The appeal must explain the mitigating circumstances (such as illness, family emergency, or other extenuating factors) and include a plan for achieving SAP. Appeals will be reviewed within 10 business days. A student whose appeal is approved will be placed on a financial aid warning (once applicable) and must meet the terms of their academic improvement plan. The decision of the CEO/Director is final.

Probation and Termination

Students must maintain a ratio of passing a minimum of 70% of assignments in order to graduate from all programs. A student who fails to achieve this ratio after 6 weeks will be placed on academic probation as described above. Failure to meet this ratio consistently over a period of three months will result in the student being dismissed from the program.

Further lack of attention to classwork, homework, projects, or participation while on academic probation may be grounds for termination from the program. Students may be placed on probation or dismissed from the program for failure to meet academic requirements, inappropriate conduct (as described in the code of conduct), or failure to meet financial obligations to the school.

GRADUATION AND COMPLETION REQUIREMENTS

To be eligible to receive a Certificate of Completion from Fernandez Barber College, a student must satisfy all of the following requirements:

1. Complete all required clock hours for the enrolled program (1,000 hours for the Barbering Program; 200 hours for the Barber Crossover Program).
2. Maintain a cumulative passing grade average of 70% or higher on all written exams, chapter quizzes, and practical evaluations.
3. Complete all required practical operations as specified by the California Board of Barbering and Cosmetology curriculum.
4. Successfully complete all chapter reviews, Milady E-book assignments, and final examinations.
5. Satisfy all financial obligations to the school, including payment of any outstanding tuition balance prior to reaching 960 hours (1,000-hour program) or prior to completion of the final week (200-hour program).
6. Return all school-issued materials and equipment in good condition.

Upon satisfactory completion of all requirements, FBC will issue a Certificate of Completion and provide the student with the official documentation necessary to apply for the California Barber License examination administered by the Board of Barbering and Cosmetology.

LEAVE OF ABSENCE

A student enrolled in the program may request a Leave of Absence (LOA) of up to 60 days. The request must be in writing and must be approved by the CEO/Director of FBC. The student will have to return to their original program when the leave of absence expires and continue the program where they left off. All previous credits will be credited to the student. If a student needs an extension to their leave of absence, new approval from the FBC CEO/Director must be obtained before the extension is granted.

Students will be expected to verify the reasons for making an LOA request before the leave will be approved. A Leave of Absence will be considered for the following reasons:

- Financial Hardship
- Family Emergency (death in the family, hospitalization, other traumatic event)
- Health Concerns

In order to be eligible for a leave of absence, students requesting a LOA are responsible for completing their tuition payments for the current program. The ability to return at a specific time is subject to availability. Failure to contact the school and/or return within the agreed-upon and specified time may result in termination from the program, at the discretion of the Chief Academic Officer.

RE-ENROLLMENT POLICY

A student who withdraws from Fernandez Barber College may re-enter into the same course of study without the loss of credit for prior hours and operations earned during prior enrollment. They will have the same Satisfactory Academic Progress status as when they left, provided re-entry occurs within 180 days of the last day of attendance. A student who was terminated for behavior reasons will not be eligible for re-entry. Students who re-enter more than 180 days after the last day of attendance will have their transcripts evaluated for the number of credits and services, and will be credited any prior services and credits after evaluation by the FBC Director. A new application fee of $100 must be paid to re-enroll in the program.

STUDENT GRIEVANCE PROCESS

Although a student can file a complaint about a school at any time with the Bureau for Private Postsecondary Education, a student who has a concern, complaint, or grievance should first attempt to resolve the issue in an appropriate and professional manner by speaking with the instructor, staff member, or student involved, in person, by email, or by telephone. If the concern is not resolved satisfactorily, the student may contact the Chief Academic Officer at the school for assistance. The Chief Academic Officer will contact the appropriate parties, investigate the complaint, and direct appropriate action to resolve the issue(s).

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet website at www.bppe.ca.gov. Complaints may be directed to: Bureau for Private Postsecondary Education, Physical Address: 1747 North Market, Suite 225, Sacramento, CA 95834. Mailing Address: P.O. Box 980818, West Sacramento, CA 95798-0818. Phone: (916) 574-8900. Toll Free: (888) 370-7589. Fax: (916) 263-1897.

STUDENT CONDUCT

FBC has established a Student Code of Conduct in order to maintain an educational environment reflective of the standards of a professional workplace. Students are expected to abide by this code as well as all local, state, and federal laws, both on campus, at school-sponsored activities off-campus, and at the school.

- Behave in a professional and appropriate manner at all times.
- Be respectful and courteous to faculty, staff, and classmates.
- Participate in all classes.
- Arrive early and stay until class ends.

- Be prepared with all required supplies and equipment.
- Complete and turn in coursework, projects, and assignments on time.
- Notify the instructor in advance if you are unable to participate or need help.
- Maintain Satisfactory Academic Progress by keeping an average of 70% pass to fail ratio or higher.

This list of examples is not intended to be all-inclusive. FBC reserves the right to act in the best interest of the students, faculty, and staff and may deem actions committed by a student to be a conduct violation even if the action does not appear on this list. A student who violates this Code of Conduct will face disciplinary action up to and including dismissal from the program.

POLICY ON SEXUAL HARASSMENT

FBC is committed to providing a place of work and study free from sexual harassment and all forms of sexual intimidation and exploitation. Any student, staff person, or faculty member engaging in such behavior will face prompt and appropriate corrective action. All forms of sexual harassment in the workplace are against the law and will not be tolerated, including but not limited to: unwelcome sexual advances; requests for sexual favors; physical conduct of a sexual nature; sexual pranks, repeated sexual teasing, jokes or innuendo, in person or via text, email, or other online communication; verbal abuse of a sexual nature; touching or grabbing of a sexual nature; repeatedly standing too close; and repeated asking another person to socialize off-campus. If you feel that you are the victim of sexual harassment, contact the CEO/Director or staff at your earliest opportunity.

DRUG AND ALCOHOL POLICY

Absolutely no drugs or alcohol are allowed when participating in the FBC program at any time. Students found to be under the influence of drugs or alcohol or engaged in the unauthorized use or distribution of drugs or alcoholic beverages are subject to disciplinary action up to and including dismissal from the program. There may also be legal implications for students in violation of this policy.

HOUSING

FBC offers in-residence instruction only. It does not have any dormitory facilities or housing arrangements, but there are a significant number of apartments in the area of the school that range from $700 to $1,200 per month. An individual room in a residence ranges from $400 to $500 per month. FBC assumes no responsibility to find or assist a student in finding housing. Any housing needs are the sole responsibility of the student.

STUDENT SERVICES

FBC will provide students with possible leads for potential employment, job search strategies, and references. FBC hopes to provide the following basic job placement assistance within the first year after providing instruction:

- Weekly exam preparation
- Access to FBC Quizlet Study Classroom
- Resume writing
- Basic interviewing techniques
- Posting employment agency contact information

- Posting various job openings through agencies/businesses with whom the school may have an ongoing relationship.

Under no circumstances will FBC promise or guarantee jobs to graduates. Graduates will have to take and pass their licensing exam to work as a properly qualified and licensed barber.

LEARNING RESOURCES

The standard Milady's 7th Edition for Barbering, published by Milady January 1, 2025, is being offered through our program CIMA by Milady. The E-book and Cima by Milady program is an online learning resource specifically used by students for the course in Barbering in English or Spanish. This program will be provided by FBC upon enrollment; students will receive their own password and access on the first day of attendance. The instruction is all in-residence, and the cost for the textbooks is included in the overall tuition fee for the program. These are the prescribed texts for the course according to law and regulation of the California Board of Barbering and Cosmetology.

Fernandez Barber College provides students with appropriate learning resources and access to an on-site library that supports the educational objectives of the 1,000-hour Barbering Program. The library contains current barbering textbooks, study guides, and learning tools aligned with the curriculum and state board requirements. Students can access these resources during regular school hours by signing in at the front desk or requesting access through an instructor. All materials are organized for easy student use and may be checked out by logging the item and instructor initials. The resource area also includes digital exam practice, sanitation training modules, and access to the California Board of Barbering and Cosmetology's website. The School Director reviews the library inventory each term to ensure all materials remain up-to-date and aligned with industry standards.

REVIEW BEFORE SIGNING

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

ACCREDITATION

Neither FBC nor any of its courses are at present accredited by an accrediting agency recognized by the U.S. Department of Education. FBC does not offer degree programs as of this date. It is important to note that a degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California. FBC is actively pursuing accreditation through the National Accrediting Commission of Career Arts and Sciences (NACCAS) and is currently in NACCAS Candidate status; however, accreditation has not yet been granted.

STATEMENT REGARDING BANKRUPTCY

FBC does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Section 1101, et seq.).

TOTAL STUDENT CHARGES AND FEES: (1,000-Hour Barbering Program in English or Spanish)

Application Fee	$100.00	This fee is Non-Refundable.
STRF Fee	Currently $0	This fee is Non-Refundable. Included in tuition for each program when applicable; may change in the future.
Returned Checks Fee	$40.00	
Penalty Fee for Late Payment		Applies to students on a payment plan if payment is five or more days late. The lesser of 5% of the amount due that month or $40, or the maximum allowed by law.
Required Student-Supplied Tools	$500.00 – $800.00 (estimated)	FBC does not supply tools. Students purchase their own tools from third-party vendors of their choice. FBC provides a suggested tools list for guidance only; students are not required to purchase from that list or from any specific vendor. Not paid to FBC and not refundable through FBC.
Uniform Fee	$55.00	This fee is Non-Refundable after the cancellation period.
Milady Cima / E-book / Study Materials	$300 (English or Spanish)	This fee is Non-Refundable after the cancellation period.

TUITION AND TOTAL PROGRAM CHARGE: (1,000-Hour Barbering Program)

The total estimated charges for the program offered are as follows:

Full-time Course in Barbering	$9,745
Part-time Course in Barbering (Monthly base rate: $1,392.14)	8 mo: $11,137.14 | 9 mo: $12,529.28 | 10 mo: $13,921.42

Therefore the total cost for the **Full-time Course in Barbering** will be: $10,200. The program is scheduled for completion in 6 months (1,000 clock hours) with a contracted completion date of 7 months from the student's start date, and no additional charge is assessed through month seven.

Therefore the total cost for the **Part-time Course in Barbering** will be:

- 8 month course: $11,592.14
- 9 month course: $12,984.28
- 10 month course: $14,376.42

If a student exceeds a 10-month course, they will be charged for any additional month at the monthly base rate of $1,392.14. A student is responsible for these amounts. If you get a student loan, you are responsible for repaying the loan amount plus any interest, less the amount of any determined refund. If the student receives any federal student financial aid funds, the student is

entitled to a refund of the moneys not paid from federal financial aid funds. The total charges for a period of attendance are the same as the schedule of total charges for the entire program.

TRANSFER STUDENT CHARGES: (1,000-Hour Barbering Program)

Students who transfer approved clock hours into the 1,000-Hour Barbering Program are charged tuition only for the clock hours remaining, prorated at the program tuition rate. Tuition is calculated as $9,745.00 multiplied by the remaining clock hours and divided by 1,000. The resulting amount is fixed in the student's enrollment agreement at the time of signing and does not change based on the student's rate of attendance. FBC accepts a maximum of fifty percent (50%) of the program hours, or 500 clock hours, whichever is less.

The Application Fee of $100.00 and the Uniform Fee of $55.00 are charged in full and are not prorated. The $300.00 Milady Cima / E-book / Study Materials charge is waived only when the student's prior institution transfers documented proof that the student completed the Milady curriculum. If that proof is not provided, the student must complete the curriculum at FBC and the charge applies. Required student-supplied tools are purchased by the student from third-party vendors and are not charged by FBC.

Hours Transferred	Hours Remaining	Tuition	Total Charges (Milady Applies)	Total Charges (Milady Waived)
500	500	$4,872.50	$5,327.50	$5,027.50
400	600	$5,847.00	$6,302.00	$6,002.00
300	700	$6,821.50	$7,276.50	$6,976.50
200	800	$7,796.00	$8,251.00	$7,951.00
100	900	$8,770.50	$9,225.50	$8,925.50

The contracted completion date for a transfer student is set in proportion to the clock hours remaining. The scheduled length is the remaining clock hours divided by the student's scheduled monthly attendance, which is approximately 167 clock hours per month at full-time attendance, and the contracted completion date adds one additional month. For example, a student who transfers in 500 clock hours has 500 hours remaining, a scheduled length of three months, and a contracted completion date of four months from the start date. Extended enrollment charges begin after the contracted completion date at the monthly base rate of $1,392.14. FBC does not accept transfer hours toward the 200-Hour Barber Crossover Program.

TOTAL STUDENT CHARGES AND FEES: (200 Hour Barber Crossover Program, English or Spanish)

Application Fee	$100.00	This fee is Non-Refundable.
STRF Fee	Currently $0	This fee is Non-Refundable. Included in tuition when applicable; may change in the future.
Returned Checks Fee	$40.00	
Penalty Fee for Late Payment		Applies to students on a payment plan if payment is ten or more days late. The lesser of 5% of the amount due that month or $40, or the maximum allowed by law.
Shaving Kit	$50.00	This fee is Non-Refundable after the cancellation period.
Uniform Fee	$55.00	This fee is Non-Refundable after the cancellation period.
Milady Cima / E-book / Study Materials	$300 (English or Spanish)	This fee is Non-Refundable after the cancellation period.

TUITION AND TOTAL PROGRAM CHARGE: (200 Hour Barber Crossover Program)

The total estimated charges for the program offered are as follows:

Barber Crossover Program (English or Spanish)	$3,995
Extended Enrollment Fee (beyond 8 weeks)	$499.38 per additional week

Therefore the total cost for the **Barber Crossover Program** in English or Spanish will be: $4,500.

Students who require additional time beyond the standard 8-week period will be charged $499.38 per week for each week beyond the 8-week completion period — the program tuition of $3,995.00 divided by the 8-week scheduled length. Students will be notified in writing prior to any additional weekly charges.

You are responsible for these amounts. If you get a student loan, you are responsible for repaying the loan amount plus any interest, less the amount of any determined refund. If the student receives any federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal financial aid funds. The total charges for a period of attendance are the same as the schedule of total charges for the entire program.

FEDERAL TUITION TAX FORM (1098-T) DISCLOSURE

Fernandez Barber College is not currently a Title IV federally accredited institution. As a result, tuition payments made to Fernandez Barber College do not currently qualify for federal education tax credits. Fernandez Barber College does not file 1098-T Tuition Statements with the Internal Revenue Service (IRS).

Fernandez Barber College is actively pursuing accreditation through the National Accrediting Commission of Career Arts and Sciences (NACCAS) and is currently in NACCAS Candidate status; however, accreditation has not yet been granted. FBC expects to gain Title IV eligibility in the future upon successful completion of the accreditation process. At that time, tuition policies and tax treatment may change.

Nothing in this disclosure is intended to constitute tax advice. All students are strongly encouraged to consult a licensed tax professional or Certified Public Accountant (CPA) regarding their individual tax situation prior to and during their enrollment.

STUDENT TUITION RECOVERY FUND (STRF) FEES:

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if you are not a California resident or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market, Suite 225, Sacramento, CA 95834, (916) 574-8900, or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

11. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
12. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
13. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
14. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

15. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
16. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
17. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting www.bppe.ca.gov.

STUDENT'S RIGHT TO CANCEL

Any student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. When providing written notice of cancellation, please send to: Chief Academic Officer, Fernandez Barber College, 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711. Phone Number (559) 293-4722. If you cancel this Agreement, the school will refund any money that you paid, less any non-refundable charges and deduction for text materials not timely returned in like-new condition, within forty-five days after your Notice of Cancellation is received.

WITHDRAWAL

You have the right to withdraw from a course of instruction at any time. A Notice of Withdrawal can be made in writing to Fernandez Barber College, Attn: Mr. David Fernandez, CEO/Executive Director, 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711. When a student officially withdraws from the course, any refund will be governed by the refund policy below. Only non-refundable fees will be assessed or deducted from the amount to be refunded to the student. There will, however, be no refund for late payment of fees. The date that the notice to withdraw is considered effective shall be no later than the date received by the institution.

Please be advised that a constructive withdrawal of a student may also be made by the school. Such a withdrawal will be determined to have occurred if, in the estimation of the school and instructor, and in the absence of an approved leave of absence or other short-term absence, the student fails to participate in course assignments or other instruction for a period of 18 consecutive or non-consecutive days. If a student wishes to withdraw, the student can contact Mr. David Fernandez, CEO/Director, at the address listed above. Refunds will be processed when a student has resolved all financial obligations and their student account reflects a credit balance.

Refunds are processed within 45 (forty-five) days after the student's account reflects a credit balance.

REFUND POLICY

The institutional refund policy for students who have completed 60 percent or less of the course of instruction, and who have not cancelled as explained above, shall be a pro-rata refund. You are obligated to pay only for educational services received and for non-refundable fees, equipment, or materials. The refund shall be the amount you paid for instruction multiplied by a fraction, the numerator of which is the number of hours of instruction which you have not received but for which you have paid, and the denominator of which is the total number of hours of instruction for which you have paid.

Students who have been enrolled for 60% or less of a course are entitled to a refund based on the refund formula below. After 60% of the course has been completed, the full course will be non-refundable. Refunds can be requested in writing to Mr. David Fernandez, CEO/Director, 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711, and the refund will be calculated upon the receipt date or upon constructive withdrawal of the student as determined by the institution. Any refund to a student will be made minus any non-refundable fee within 45 days of notification in writing or constructive withdrawal of the student made by the school.

Course fees are due upon enrollment unless an installment plan is arranged. The full amount of tuition can be charged at commencement of the course. After being enrolled for the initial 60% of the course, the remainder of tuition and fees can be charged and will be due. The remaining balance should be paid off in full by the time the student reaches 960 hours of the total 1,000 hours needed — 40 hours prior to the course being completed. If the student has not paid off the course in full by 960 hours, FBC has the right to withdraw the student from the program for failure to pay as stated in this agreement.

FORMULA: (1) Deduct the non-refundable application/registration fee or any other non-refundable fee from the total tuition charge; (2) divide this figure by the number of hours in the program; (3) the quotient is the hourly charge for the program; (4) the amount owed by the student for purposes of calculating a refund is derived by multiplying the total hours attended by the hourly charge for instruction calculated in step 3, plus the amount of the registration or other non-refundable fee specified in step 1; and (5) the refund shall be any amount in excess of the figure derived from step 4 that was paid by the student to the institution.

HYPOTHETICAL EXAMPLE: A student registers for a 36-hour course at a cost of $800. Upon the student notifying the school in writing of a withdrawal after attending 12 hours, a refund is calculated as follows: Total tuition of $800 minus $100 in non-refundable fees equals $700. $700 divided by 36 hours of instruction equals $19.44/hr. The student owes 12 hours completed x $19.44 = $233.28 + $100 in non-refundable fees, totaling $333.28. The $800 tuition fee minus $333.28 = a refund of $466.72.

FEDERAL OR STATE LOANS

If a student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

18. The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.

19. The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

FACILITIES AND EQUIPMENT

The newly remodeled space at Fernandez Barber College consists of approximately 4,800 square feet with all of the requisite attributes for a school of barbering, including barbering stations and chairs, 2 separate classrooms, 3 offices, 4 restrooms, and 2 utility rooms.

The minimum equipment for a school of barbering is as follows:

(1) Mannequins with full head of hair: 7

(2) Time clock or time scanner: 1

(3) Shampoo bowls: 3

(4) Dryers: 4

(5) Hairstyling or barber chairs: 8

(6) Electric curling iron: 1

(7) Non-electric comb: 1

(8) Non-electric curling irons (at least two sizes): 2

(9) Stove (for non-electric combs): 1

(10) Towel steamer: 1

Equipment also used: Clippers, edge trimmers, shears (scissors), straight razor, shaving cream, towels, aftershave, neck strips, capes, spray bottles, gel, blow dryers, sanitation chemicals (barbacide and clippercide).

The California Business and Professions Code further provides with respect to Barbering as follows — **978. Minimum Equipment and Supplies:**

(a) Establishments and schools shall have and maintain the following minimum equipment and supplies: (1) If hair services are performed, at least one covered waste container per establishment for the disposal of hair. (2) Closed containers to hold all soiled towels, gowns, smocks, linens and sheets in any enclosed area frequented by the public. (3) Closed, clean cabinets, drawers, or containers to hold all clean non-electrical tools, towels, gowns, smocks, linens and sheets. (4) Containers for disinfectant solution for tools and equipment to be disinfected — containers must be labeled “Disinfectant Solution”. (5) Each container specified in (4) shall contain sufficient disinfectant solution to allow for the total immersion of tools. (6) If electrolysis is performed, an autoclave or dry heat sterilizer that meets the requirements of Section 982.

(b) Establishments and schools shall have disinfectant solution, mixed according to manufacturer’s directions, available for use at all times. (c) A manufacturer-labeled container for the disinfectant used must be available at all times in the establishment or school. In the event that the last remaining disinfectant has been used, the empty manufacturer-labeled container must be present.

ALL EQUIPMENT IS OWNED BY THE SCHOOL.

LANGUAGE OF INSTRUCTION

English and Spanish will be the languages of instruction at Fernandez Barber College for the 1,000-hour Barber programs and for the 200-hour Crossover programs. All materials provided will be in the English or Spanish language. They will not be translated into any other languages.

COMPLAINTS

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet website at www.bppe.ca.gov.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Fernandez Barber College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate of completion for the Barbering Program that you earn is also at the complete discretion of the institution to which you may seek to transfer. If the certificate of completion for the Barbering Program that you earn at this institution is 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 Fernandez Barber College to determine if your certificate of completion for the Barbering Program that you earned will transfer.

STUDENT RECORDS

Fernandez Barber College does and will maintain records of the name, address, e-mail address, and telephone number of each student who is enrolled in an educational program. Fernandez Barber College grants only certificates of completion. It will maintain, for each student granted a certificate, permanent records of all of the following: (1) the certificate granted and the date on which that certificate was granted; (2) the courses on which the certificate was based; (3) the grades earned by the student in each of those courses.

Fernandez Barber College will maintain, for a period of not less than five years, at its principal place of business in this state, complete and accurate records of all of the following information: (a) The educational programs offered by the institution and the curriculum for each. (b) The names and addresses of the members of the institution's faculty and records of the educational qualifications of each member of the faculty. (c) Any other records required to be maintained including records relating to determinations of completion, placement, licensure, and salary disclosure requirements.

Fernandez Barber College will maintain a file for each student who enrolls in the institution whether or not the student completes the educational service. The student file will contain all of the following pertinent student records:

(1) Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student’s qualifications for admission to the institution or the institution’s award of credit or acceptance of transfer credits, including: (A) Verification of high school completion or equivalency; (B) Records documenting units of credit earned at other institutions that have been accepted as transfer credits; (C) Grades or findings from any examination of academic ability or educational achievement used for admission or placement purposes; (D) All documents evidencing a student’s prior experiential learning.

(2) Personal information regarding a student’s age, gender, and ethnicity if that information has been voluntarily supplied by the student.

(3) Copies of all documents signed by the student, including contracts, instruments of indebtedness, and documents relating to financial aid.

(4) Records of the dates of enrollment and, if applicable, withdrawal from the institution, leaves of absence, and graduation.

(5) A transcript showing all of the following: (A) The courses or other educational programs that were completed or attempted and the dates of completion or withdrawal; (B) Credit awarded for prior experiential learning; (C) Credit for courses earned at other institutions; (D) Credit based on any examination of academic ability or educational achievement; (E) The name, address, website address, and telephone number of the institution.

(6) For independent study courses, course outlines or learning contracts signed by the faculty and administrators who approved the course.

(7) A copy of documents relating to student financial aid required to be maintained by law or by a loan guarantee agency (should Fernandez Barber College become nationally accredited).

(8) A document showing the total amount of money received from or on behalf of the student and the date or dates on which the money was received.

(9) A document specifying the amount of a refund, including the amount refunded for tuition and the amount for other itemized charges, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent.

(10) Copies of any official advisory notices or warnings regarding the student's progress.

(11) Complaints received from the student.

The signed and dated enrollment agreement and Student Performance Fact Sheet will also be included in the student file. Fernandez Barber College will maintain all records required by the California Private Postsecondary Education Act of 2009. The records will be maintained in this state.

In addition to permanently retaining a transcript, Fernandez Barber College will maintain for a minimum period of 5 years the pertinent student records described in the California Code of Regulations Section 71920 from the student's date of completion or withdrawal.

Fernandez Barber College will collect and maintain records of student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the students' eligibility under the Fund. Such records shall include the following for each student:

(1) Student identification number,

(2) First and last names,

(3) Email address,

(4) Local or mailing address,

(5) Address at the time of enrollment,

(6) Home address,

(7) Date enrollment agreement signed,

(8) Courses and course costs,

(9) Amount of STRF assessment collected,

(10) Quarter in which the STRF assessment was remitted to the Bureau,

(11) Third-party payer identifying information,

(12) Total institutional charges charged, and

(13) Total institutional charges paid.

Fernandez Barber College will maintain the data required under this section in an electronic format that is readily available and open to inspection by the Bureau upon request. Fernandez Barber College will make the records immediately available to a Bureau representative conducting a site inspection or, upon written request, shall provide a copy within 14 calendar days

of the request. All records will be provided to the Bureau in an intelligible and orderly manner and in an electronic format.

Student academic and financial records will be maintained together in the same file. Fernandez Barber College will maintain a second set of all academic and financial records required by the Act at a different location, or safely backed up, unless the original records are maintained in a manner secure from damage or loss. An acceptable manner of storage would include fire-resistant cabinets.

All records that Fernandez Barber College is required to maintain by the Act will be made immediately available for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations. In the event of a closure of Fernandez Barber College, the institution and its owners will be jointly and severally responsible to arrange at their expense for the storage and safekeeping in California of all records required to be maintained for as long as those records must be maintained.

STUDENT PRIVACY POLICY

Fernandez Barber College is committed to protecting the privacy of its students' educational records. Student records are maintained in a secure manner and are not disclosed to third parties without the written consent of the student, except as permitted or required by applicable law, including disclosure to school officials with a legitimate educational interest, accrediting agencies, state and federal regulatory bodies (including the BPPE and the California Board of Barbering and Cosmetology), and as otherwise required by law.

Students have the right to inspect and review their own educational records maintained by the school. A student who wishes to review their file may submit a written request to the School Director. FBC will respond to such requests within 30 days. Students who believe their records contain inaccurate or misleading information may request an amendment to their records by submitting a written request to the CEO/Director.

For information about student records or to submit a records request, contact: School Director, Fernandez Barber College, 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711, (559) 293-4722.

MAINTENANCE OF STUDENT RECORDS

Fernandez Barber College will maintain all required records. The records will be maintained in California. In addition to permanently retaining a transcript as required by section 94900(b) of the Code, Fernandez Barber College (FBC) will maintain for an indefinite period the pertinent student records described in California Code of Regulations Section 71920 from the student's date of completion or withdrawal. FBC will maintain records relating to federal financial aid programs as provided by federal law, should students later be enabled to obtain that aid.

FBC is aware that a record is considered current for three years following a student's completion or withdrawal. A record may be stored on microfilm, microfiche, computer disk, or any other method of record storage only if all of the following apply: (1) The record may be stored without loss of information or legibility for the period within which the record is required to be maintained by the Act; (2) For a record that is current, the institution maintains functioning devices that can immediately reproduce exact, legible printed copies of stored records. The devices shall be maintained in reasonably close proximity to the stored records at the institution’s primary administrative location in California. For a record that is no longer current, the institution shall be able to reproduce exact, legible printed copies within two (2) business days.

FBC has personnel scheduled to be available at all times during normal business hours who know how to operate the devices and can explain the operation of the devices to any person authorized by the Act to inspect and copy records. Any person authorized to inspect and copy records shall be given immediate access to the document reproduction devices for the purpose of inspecting and copying stored records and shall, upon request, reimburse the institution for the reasonable cost of using the institution's equipment and material to make copies at a rate not to exceed ten cents ($0.10) per page.

FBC will maintain a second set of all academic and financial records required at a different location unless the original records are maintained in a manner secure from damage or loss, such as the Cloud. An acceptable manner of storage includes fire-resistant cabinets. All records that the institution is required to maintain will be made immediately available by the institution for inspection and copying during normal business hours by the Bureau and any entity authorized to conduct investigations.

If FBC closes, the institution and its owners are jointly and severally responsible to arrange at their expense for the storage and safekeeping in California of all records required to be maintained for as long as those records must be maintained. The repository of the records shall make these records immediately available for inspection and copying, without charge except as allowed under pertinent law and regulation, during normal business hours by any entity authorized by law to inspect and copy records.

LOCATION OF INSTRUCTION

All instruction will take place at the school at 3099 West Shaw Avenue, Suite 104, Fresno, CA 93711.

Fernandez Barber College Website

Fernandez Barber College maintains a website at www.fernandezbarbercollege.com in compliance with the Bureau of Private Postsecondary Education (BPPE) requirements. The website contains, as required, prominent links to the following: the school catalog; a School Performance Fact Sheet for each educational program offered by the school; any student brochures offered by the institution; a link to the BPPE Internet Web Site; and the school's most recent annual report submitted to the BPPE.

LIMITATION OF LIABILITY

Fernandez Barber College makes no guarantee of employment or specific earnings upon completion of its programs. Completion of a program and receipt of a Certificate of Completion does not guarantee licensure, as students must independently satisfy all requirements of the California Board of Barbering and Cosmetology and pass the applicable state licensing examination. The school's liability to any student shall be limited to a refund of tuition and fees as set forth in the Refund Policy section of this catalog.