

## **BAILEY'S/LEXINGTON BARBER COLLEGE - 1 -**

LEXINGTON BARBER COLLEGE was founded in April, 1962 and was originally located in downtown Lexington. Initially known as The Lexington Barber College, the facility was purchased entirely by Mr. Roger L. Bailey in 1967. In 1982 the College was moved to Woodhill Center and the name was changed to BAILEY'S BARBER COLLEGE, INC. in 1985. A new facility was opened in December 1998, at 1489 Alexandria Drive, in Lexington; in which we stayed at this location for 10 years. In June, 2009, BAILEY'S/LEXINGTON BARBER COLLEGE moved to a new facility on N. Limestone St. in Lexington.

All licensed instructors in the State of Kentucky must have met certain requirements dictated by Kentucky Law and the Kentucky Board of Barbering. All BAILEY'S/LEXINGTON BARBER COLLEGE staff members strive to train students who want a career in the field of Barbering and Hairstyling so they will be able to render high quality service. Our Instructors continue to search for ways to improve our curriculum and teaching methods.

BAILEY'S/LEXINGTON BARBER COLLEGE is approved and licensed by the Kentucky Board of Barbering, Louisville, Kentucky. It is approved for training by the Department of Vocational Rehabilitation and Kentucky Approving Agency for Veterans Education.

Our facility is committed to thoroughly training students in the necessary theories and skills required to become Barber-Stylists in the State of Kentucky. We believe in developing student motivation, customer relations and retention. Every effort is made to respond to the needs of the Barbering Industry.

BAILEY'S/LEXINGTON BARBER COLLEGE can provide training that will allow graduates to function effectively in today's concepts of Barbering and Hairstyling.

BAILEY'S LEXINGTON/BARBER COLLEGE is dedicated to principals which,

when practiced by BAILEY'S/LEXINGTON BARBER COLLEGE, will be accomplished by exposing students to sound business practice, customer relations, and solid instructional program, resulting in high ethical standards, thus impacting the entire industry.

Today the field of Barbering and Hairstyling has more to offer than ever before. Clients require quality service from the professional Barber-Stylist. We feel we can offer the highest standard of training needed at our facility to students which allow them the opportunity of membership in a very rewarding profession.

### **College Information: - 2 -**

BAILEY'S/LEXINGTON BARBER COLLEGE is located directly off a main travel artery and is easily located; with adequate student and customer parking facilities at no cost.

The facility currently has 13 work stations, shampoo area, classroom, break room, office, supply room and customer waiting area.

A significant training aide included in our program is the DVD which allows the students access to educational videos relating to various cutting techniques, barbering skills and tools. Videos of various artists from across the nation are also available.

Another valuable aide to the students is the addition of computer records and test procedures. At any given time a student's attendance, test scores, etc. can be provided upon request. This system provides a valuable study source for students.

### **Objective**

**s:**

The ultimate objective of BAILEY'S/LEXINGTON BARBER COLLEGE is provide training that will allow graduates to function effectively in today's full-service shops and to be a credit to themselves and the profession. This is accomplished by exposing

students to sound business practices, customer relations and a solid instructional program. In addition to prepare students to pass the KENTUCKY BOARD APPRENTICE EXAMINATION, BAILEY'S/LEXINGTON BARBER COLLEGE qualifies them for a KENTUCKY APPRENTICE BARBER LICENSE. This program enables students to continue to learn after graduation by applying accumulated knowledge to new situations as they arise.

## **Mission**

### **Statement:**

The purpose of BAILEY'S/LEXINGTON BARBER COLLEGE is to be an observed educational facility dedicating principals and offering an optimal barbering program to students willing to further advance their vocational career by:

- Thoroughly training students in the necessary theories and skills required in the state of Kentucky
- Developing student information and retention
- Training students to render high quality services and function effectively in today's concepts of barbering and hairstyling
- Exposing students to sound business practice, customer relations, and solid instructional program.
- Preparing students to pass the Kentucky Board apprentice examination and qualifying them for a Kentucky apprentice barber license.

### **Mission Statement: (continued) - 3 -**

- Allowing students the opportunity of membership in an extremely rewarding profession
- Enabling students to continue to learn after graduation by applying accumulated knowledge to new situations as they arise.

## **Clock Hours Of Instruction:**

BAILEY'S/LEXINGTON BARBER COLLEGE is licensed and regulated by the KENTUCKY BOARD OF BARBERING in Louisville, Kentucky. The Board of Barbering administers the law as it applies in the state of Kentucky.

The current Barbers' Law requires fifteen hundred (1500) hours of training and instruction in a Licensed Barber College. Training is given to students during their enrollment on a clock hour basis. Based on the maximum amount of clock hours one can earn during any one week, which is forty (40) hours, the fifteen hundred (1500) hours of instruction will take approximately nine (9) months or thirty-eight (38) weeks or 187 1/2 (one hundred eighty-seven and one-half) school days to complete.

Part time and evening classes, if available, would increase the number of days, weeks, and months training necessary to accumulate fifteen hundred (1500) hours.

The course for full-time students must be completed in 12 months from starting date. The course for part-time students must be completed in 21 months from starting date.

## **Admission Requirements:**

Applicants must be of good moral character. Applicants must present two (2) copies of your High School Diploma or GED certificate. On-line High School Diplomas and GED's are NOT accepted. Applicants must present two (2) pictures of self. (MUST be passport photos) Applicants must present two (2) copies of your Driver's License or Personal ID. An Application for enrollment must be completed; **a non-refundable** Application Fee in the amount of \$150.00 is required upon completion. In which both must be returned to the College. Upon receiving ALL of the above listed

Requirements, BAILEY'S/LEXINGTON BARBER COLLEGE will then contact the applicant with an enrollment date.

**Tools: - 4 -**

The following minimum Tool Kit will be needed beginning the first week in BAILEY'S/LEXINGTON BARBER COLLEGE. These are professional tools and items and prices are subject to market availability and price change. Tools may be purchased from a supply house or from our stock.

1. 1 - ELECTRIC CLIPPER 120.00
2. 1 - OUTLINER CLIPPER 63.00
3. 1 - SET of CLIPPER GUARDS 23.00
4. 1 - HAIR DRYER 75.00
5. 1 - BARBER SHEAR 80.00
6. 1 - THINNING SHEAR 55.00
7. 1 - STRAIGHT RAZOR (Injector) 35.00
8. 1 - Pk. RAZOR BLADES 22.00
9. 1 - HAIR STYLING CLOTH 30.00
10. 1 - CHAIR CLOTH CLIP 2.00
11. 1 - NECK DUSTER 15.00
12. 3 - HAIR BRUSHES 15.00
13. 12 - COMBS 46.00
14. 1 - PICK 4.00
15. 1 - TINT BRUSH 3.00
16. 1 - CLIPPER CLEANING BRUSH  
2.00
17. 1 - STYPTIC POWDER 2.00
18. 2 - SPATULAS 1.00
19. 1 - TEXT BOOK PACKAGE 275.00
20. 1 - SMOCK 45.00
21. 1 - CARRYING CASE 50.00

\$963.0

0

KENTUCKY STATE SALES TAX 57.90

SUPPLIES FOR TRAINING 200.00

**TOTAL TOOL KIT & SUPPLY COST \$1,220.90**

The Tool Kit must be paid in full, the first day of enrollment.

**Tuition: - 5 -**

Tuition charges for the ten (10) month course, when not more than forty (40) clock hours have been missed during the students scheduled course, are **\$6,750.00**

TUITION **\$6,750.00**

INITIAL PAYMENT **-\$1000.00**

BALANCE DUE: **\$5,750.00**

**BALANCE**

:

Balance due may be made in monthly installments of \$625.00 **PER MONTH.**

Payments are due on the **1<sup>st</sup>** of each month, and payable by the **5<sup>th</sup>** of each month. A \$50.00 late charge is added after the **5<sup>th</sup>** on all late Tuition Payments.

Any additional time over 188 days needed to complete the course will be charged at the rate of \$36.00 per day OR \$4.50 per hour enrolled.

### **PART TIME TUITION:**

Students enrolling on a Part-Time schedule:

TUITION IS \$5.00 PER HOUR ENROLLED.

Tuition will be calculated monthly.

**Tuition is calculated per hours enrolled!**

### **Enrollment: - 6 -**

Once an applicant has been accepted and all required forms completed, the student may begin training on the following schedule:

- Full time classes, forty (40) hours per week, are scheduled 8:00 a.m. - 4:30 p.m., Tuesday thru Saturday, with one-half (1\2) hour for lunch.
- Part-time students must carry a minimum of twenty (20) hours per week and

special schedules must be arranged with the school Director.

BAILEY'S/LEXINGTON BARBER COLLEGE operates on an open enrollment system. This means that as openings become available they may be filled.

## **Credit for Previous Training:**

The Kentucky Board of Barbering will review and determine credit for any previous barber training. Bailey's/ Lexington Barber College honors the decision of the Barber Board in such matters. Transcripts and questions relating to previous training should be forwarded to the Barber Board. The address and/or phone number will be made available upon request.

## **Calendar**

:

BAILEY'S/LEXINGTON BARBER COLLEGE operates on a continuous basis and is open Tuesday through Saturday.

The following holidays are observed:

New Year's Day Thanksgiving Break Memorial Day (Thurs–Fri–Sat)  
Independence Day Christmas Break Labor Day (two week duration, dependent on holiday)

The College will be closed for Summer Break in July. Dates will be given upon enrollment. Holidays observed are subject to change.

No more than forty (40) clock hours may be accumulated during any one (1) calendar week.



## **Absenteeis**

**m:**

Students must report all absences to the Office. Students must call BAILEY'S/LEXINGTON BARBER COLLEGE and report all anticipated and unavoidable absences at the earliest possible time. A leave of absence may be granted to a student due to illness or death in the immediate family, or emergencies deemed necessary by BAILEY'S/LEXINGTON BARBERCOLLEGE.

**Absenteeism:**(continued) - 7 -

An excess number of absences will result in dismissal from BAILEY'S/LEXINGTON BARBER COLLEGE. **BEING PRESENT AND ON TIME IS NECESSARY AND EXPECTED.**

All missed hours, excused or unexcused (including tardiness and absences) must be made up at the end of the course. Students are allowed to miss up to forty (40) hours without paying additional charges, but the time must be made up.

## **College Curriculum:**

Our course covers fifteen hundred (1500) total clock hours of training as outlined below. Students are given actual shop experience and shop management principles and practice on patrons who come regularly to the College for all their barber needs.

The following is a list of subjects established by the Kentucky Board of Barbering and the approximate number of clock hours devoted to each:

Hair Cutting (including) –

Men's Cuts, Women's Cuts, Children's Cuts,  
Shear & Razor Cuts, Clipper Cuts & Styling  
935 Shaving 100 Skin and Scalp Diseases  
100 Anatomy and Physiology 80 Relaxers  
and Perms 80 Instruments 30 Sanitation  
and Sterilization 40 Hair Coloring 40  
Shampooing 40 Psychology 10 History,  
Professional ethics and other information 10  
Electricity 10 Pharmacology 20 Massaging  
35 Bacteriology and Hygiene 30

**TOTAL HOURS 1500**

**College Curriculum:(continued) - 8 -**

The study and mastery of the above curriculum, coupled with the desire to combine professional skill with modern scientific knowledge, plus a desire to maintain high standards of service, should assure a successful career in Barber-Styling.

**Rules and  
Regulations:**

BAILEY'S/LEXINGTON BARBER COLLEGE is required by Kentucky Law to abide by the rules and regulations of the Kentucky Board of Barbering. A copy of the specific rules and regulations will be presented to each student upon registration or enrollment.

**Student  
Services:**

BAILEY'S/LEXINGTON BARBER COLLEGE does not maintain housing but will assist in finding suitable housing within a reasonable distance from BAILEY'S/LEXINGTON

BARBER COLLEGE.

BAILEY'S/LEXINGTON BARBER COLLEGE maintains a library containing reference materials sufficient for use by the students.

The faculty members are available to students with school related problems, and make every effort to help each student with such matters.

## **Graduation Requirements**

STANDARD ACHIEVEMENT for  
GRADUATION

1. Satisfactorily complete 1500 clock hours of training.
2. Achieve at least a 75% average on all final, written and practical testing.
3. Comply with all financial obligations to the College.

Upon successful completion of the stated requirements, BAILEY'S/LEXINGTON BARBER COLLEGE will award a Graduation Diploma. The graduate will then become eligible for the Kentucky Board of Barbering Apprentice Examination.

## **Placemen**

**t:**

BAILEY'S/LEXINGTON BARBER COLLEGE is an institution of teaching and learning. Kentucky Law prohibits schools from guaranteeing job placement. Assistance is provided by BAILEY'S/LEXINGTON BARBER COLLEGE. BAILEY'S/LEXINGTON COLLEGE maintains a good working relationship with Barber-Stylists throughout the Commonwealth.

**Transfer Fee: -9-**

Transferring to or from another Barber College, in or out of State, will be charged a **non-refundable** transfer fee of \$200.00. This fee must be paid when your application is returned to BAILEY'S/LEXINGTON BARBER COLLEGE. The transfer fee is not deducted from tuition. Tuition rate has to be discussed with the Director prior to enrollment.

## **Cosmetologist**

### **Crossover:**

REGULAR KENTUCKY COSMETOLOGIST to BARBER  
APPRENTICE

It is a 750 clock hour course that can be completed in approximately 4 1/2 months. Tuition for this course is \$6.00 per hour enrolled. This course **MUST** be completed within six (6) months of starting date.

## **Cancellation and Refund**

### **Policy:**

REFUNDS WILL BE MADE IN ACCORDANCE WITH THE FOLLOWING  
POLICY:

1. Applicants denied acceptance by BAILEY'S/LEXINGTON BARBER COLLEGE shall receive a full refund, minus the application fee.
2. Applicants requesting a refund in writing within seventy-two (72) hours, but before enrollment date, shall receive a refund of all monies paid, minus the application fee.
3. Applicants requesting a refund in writing within seventy-two (72) hours of signing an Enrollment Agreement and making an initial payment shall receive a full refund, minus application fee.

4. A student's termination will be determined by the last day of acceptance. The student's tuition, in case of termination, shall be calculated on a daily basis, up to 50% of course or 750 hours. Over 750 hours there will be NO REFUND issued. Entire cost is due.

5. Refunds for Veterans are computed on a pro-rated basis (hourly) in accordance with Veterans Administration Regulation - 14254(c)

6. A student's request for termination must be in writing stating reasons for request.

7. Charges for tools, books, or accessories are NOT refundable as these items become the personal property of the student upon enrollment.

**ALL REFUNDS WILL BE PAID WITHIN THIRTY (30) DAYS**

**Refund Policy for Veteran Benefits: - 10 -**

If a student who is receiving an Educational Assistance allowance from the Veterans Administration fails to enter the course, withdraws, or is terminated at any time prior to completion of the course, the amount charged for application fee and tuition for the portion of the course completed shall not exceed the pro-rated portion of the total charges for the course that the length of the completed portion of the course bears to its total length.

**Non-Discrimination  
Clause:**

BAILEY'S/LEXINGTON BARBER COLLEGE does not discriminate on the basis of sex, age, race, color, religion, or ethnic origin in admitting students in enrollment. The school admits to all students all the rights, privileges, and programs and activities generally accorded or made available to students at the school. It does not

discriminate in the administration of its educational policies, or other school-administered programs.

## **Licensing and Accreditation**

### **Agencies:**

BAILEY'S/LEXINGTON BARBER COLLEGE is licensed by the Kentucky Board of Barbering, 312 Whittington Pkwy, Suite 110, Louisville, KY, 40222, (502) 429-7148. The school is seeking accreditation through Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350, (770)396-3898.

BAILEY'S/LEXINGTON BARBER COLLEGE is also accredited through the Office of Vocational Rehabilitation, the United States Department of Veterans Affairs, and the Workforce Investment Act.

### **Financial Assistance: - 11 -**

The following programs are available for financial assistance. You must contact them yourself and set your own appointment.

#### **Office of Vocational Rehabilitation**

Contact the Central Office Office of  
Vocational Rehabilitation Central Office  
Cabinet for Human Resources Building 275  
East Main Street Mail Stop 2E-K Frankfort,  
KY 40621

(800) 372-7172 Call for information on how to find a  
local office in your area.

#### **United States Department of Veterans**

## **Affair**

Contact the Regional Office 321 West  
Main Street, Suite 390 Louisville, Ky.  
40202 Telephone (888) 442- 4551 or  
(800) 827-1000 Or visit their website at  
[www.va.gov](http://www.va.gov)

## **Workforce Investment Act/WIA Program**

Contact your local Employment Office and ask for the person in charge of  
the WIA Program.

**YOU**

CAN HAVE A GREAT CAREER  
IN

**BARBER-STYLING!!!**

**ENROLL NOW!!!**

Visit our website  
at:

[www.baileysbarbercollege.com](http://www.baileysbarbercollege.com) or  
[www.lexingtonbarbercollege.com](http://www.lexingtonbarbercollege.com)

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**Students should keep this catalog for  
future reference.**

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