



Student Enrolment Contract
Barbering Diploma - Approved Program

Gibson's Barber Shop and School
105-2355 Millstream Rd, Victoria, B.C. V9B 3R5
778-265-7222
gibsonsbarberschool@gmail.com

Gibson's Barber Shop and School is registered by the Private Training Institutions Branch

STUDENT INFORMATION

Last Name

First Name & Middle Name

Usual First Name (if different than legal name)

Personal Education Number (if available)

Student Previous Last Name (if applicable)

Student Previous First Name (if applicable)

Student Mailing Address

Postal Code

Mailing Address in Canada (if available and different from above)

Postal Code

Student Telephone Number

Student Email Address

Alternative Telephone
Number

Alternative Email Address

International
Student:

Yes

No

Date of
Birth:

Y	Y	Y	Y	M	M	D	D		

Gender

Male

Female

VOLUNTARY DISCLOSURE

***You may voluntarily provide the personal information listed below:**

Do you identify yourself as an Aboriginal person, that is, First Nations, Métis, or Inuit?

Yes No

If you answered “Yes”, please indicate if you are: **First Nations** **Métis** **Inuit**

Do you have a long-term physical or mental health condition that limits the kind of activity that you can perform on a daily basis?

Yes No

PROGRAM INFORMATION

Barbering Diploma Program

Program Title

600

30

Hours of Instruction during Contract Term

Program Duration in Weeks

Contract Start Date

Contract End Date

Credential Issued on Graduation

Diploma

Certificate

Program Delivery Method (select all that apply)

In-class Distance Combined

Language of Instruction:

English

PROGRAM ADMISSION REQUIREMENTS

Students must be 18 years of age or older or hold a high school diploma. An interview is required.

Program admission requirements may not be waived by the student or the institution.

Career Occupation:

The Barbering Diploma program is designed to train students in all the skills and knowledge necessary to become a professional Barber. With this knowledge the student will be able to perform all of the clinical skills needed to function effectively in today's Barber Shop.

Learning Objectives:

Upon completion of this program the successful student will have reliably demonstrated the ability to

- Demonstrate knowledge around goal setting and maintaining a healthy attitude, along with the psychology of success. They will understand the importance of inward beauty and health, and well as the importance of maintaining an outward appearance.
- Effectively keep tools and equipment safe with infection control practices.
- Demonstrate an ability to interact with clients and how to use service products and tools.
- Demonstrate their technical skills to treat the basic needs of their clients such as facial massage and treatments, hair cutting, styling hair replacement, shaving and facial hair design.
- Demonstrate an ability to perform advanced services such as working with Women's hair, hair colouring and lightening.
- Confidently employ basic business skills such as preparing for licensure and employment, working behind the chair, financials, sales and marketing for a successful Barbering career.

Method of Evaluation:

Practical Work is evaluated on a PASS/FAIL system for the first 30% of a student's Course Hours, the remaining 70% is evaluated by using the Grading System below.

Academic learning is evaluated after each unit of study. Practical skills learning is evaluated as completed and counted towards course completion only when rated as satisfactory or better. Practical skills are evaluated according to text procedures and recorded on a Student Action form.

93-100	EXCELLENT
85-92	VERY GOOD
75-84	SATISFACTORY
70-74	NEEDS IMPROVEMENT

Completion Requirements:

Students must maintain a written grade average of 75% or higher and pass a final written and practical exam prior to graduation.

Homework Hours:

Hours of Homework vary depending on length of Chapter, expect approx. 2-8 hours per section.

Delivery Method:

This program is in-class instruction only. You must be able to attend in order to pass this course.

BARBERING PROGRAM ORGANIZATION

Title of Course	# of Hours*
Barbering Basics: includes History of Barbering, professional image and Shop supplies, implements, tools and equipment, client consultations, draping, business of barbering	90
Hairstyling: includes face shape analysis, analysis of hair and scalp, scalp conditions and treatments, shampooing and scalp massage, blow-drying and styling techniques	100
Hair Cutting: includes sectioning and elevation angles, outlines and internal shapes, long layer, equal layer, graduation, texturizing, clipper tapers, fades, flat-top and buzz cuts, hair lines and outline shaves, hair tattooing, mod cuts, razor cuts, men's hair loss and replacement	300
Shaving: includes facial shave with hot towels, beard and moustache care, beard and moustache trimming and shaping	40
Hair Colouring: includes men's colour, chemical textured services	30
Health & Safety: includes training in chemical;s, protection from hazardous chemicals and preventing chemical injuries, bacteriology and preventing communicable diseases such as HIV and Hepatitis B, disinfection and sanitation. (Disinfection will be emphasized throughout entire training period)	40

PROGRAM COSTS

Program Costs in Canadian Dollars (\$CDN)

Total tuition payable during contract term (this amount includes discounts or scholarship amounts)	<u>\$7,500</u>
Registration/Application Fee (<i>maximum \$250 for domestic students or \$1,000 for international students</i>)	<u>\$250</u>
Other (please specify): Barber Kits - GST not included	<u>\$1,500</u>
TOTAL PROGRAM COSTS	<u>\$9,250</u>

PAYMENT TERMS

Method of payment:	Cash or Cheque	**NSF charge \$50
Payment Amount(s)	\$250 application fee	Date Due: Upon application
	\$1,500 Barber Kit	10 Days before program start date
	\$3,750 Tuition Payment	
	\$3,750 Tuition Payment	15 Weeks after program start date

REFUND POLICY

1. If the institution receives tuition from the student, or a person on behalf of the student, the institution will refund the student, or the person who paid on behalf of the student, the tuition that was paid in relation to the program in which the student is enrolled if:
 - (a) the institution receives a notice of withdrawal from the student no later than seven days after the effective contract date and before the contract start date;
 - (b) the student, or the student's parent or legal guardian, signs the student enrolment contract seven days or less before the contract start date and the institution receives a notice of withdrawal from the student between the date the student, or the student's parent or legal guardian, signed the student enrolment contract and the contract start date; or
 - (c) the student does not attend a work experience component and the institution does not provide all of the hours of instruction of the work experience component within 30 days of the contract end date.
2. The institution will refund the tuition for the program and all related fees paid by the student or a person on behalf of the student enrolled in the program if the student is enrolled in the program without having met the admission requirements and did not misrepresent his or her knowledge or skills when applying for admission.
3. If a student does not attend any of the first 30% of the hours of instruction to be provided during the contract term, the institution may retain up to 50% of the tuition paid under the student enrolment contract unless the program is provided solely through distance education.
4. Unless the program is provided solely through distance education, if the institution receives a notice of withdrawal from a student:
 - (a) more than seven days after the effective contract date and
 - i. at least 30 days before the contract start date, the institution may retain up to 10% of the tuition due under the student enrolment contract, to a maximum of \$1,000.
 - ii. less than 30 days before the contract start date, the institution may retain up to 20% of the tuition due under the student enrolment contract, to a maximum of \$1,300.
 - (b) after the contract start date
 - i. but before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.

- ii. and after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.
5. Unless the program is provided solely through distance education, if the institution provides a notice of dismissal to a student and the date the institution delivers the notice to the student is:
 - (a) before 11% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 30% of the tuition due under the student enrolment contract.
 - (b) after 10% but before 30% of the hours of instruction to be provided during the contract term have been provided, the institution may retain up to 50% of the tuition due under the student enrolment contract.
6. If the institution provides the program solely through distance education and the institution receives a student's notice of withdrawal or the institution delivers a notice of dismissal to the student and:
 - (a) the student has completed and received an evaluation of his or her performance for up to 30% of the hours of instruction to be provided during the contract term, the institution may retain up to 30% of the tuition due under the student enrolment contract, or
 - (b) the student has completed and received an evaluation of his or her performance for more than 30% but less than 50% of the program, the institution may retain up to 50% of the tuition due under the student enrolment contract.
7. The institution will refund fees charged for course materials paid for but not received if the student provides a notice of withdrawal to the institution or the institution provides a notice of dismissal to the student.
8. Refunds required under this policy will be paid to the student, or a person who paid the tuition or fees on behalf of the student, within 30 days:
 - (a) of the date the institution receives a student's notice of withdrawal,
 - (b) of the date the institution provides a notice of dismissal to the student,
 - (c) of the date that the registrar provides notice to the institution that the institution is not complying with section 1(c) or 2 of this policy, or
 - (d) after the first 30% of the hours of instruction if section 3 of this policy applies.
9. If an international student delivers a copy of a refusal of a study permit to the institution, sections 1(a), 1(b), 4, 7, and 8 of this policy apply as if the copy of the refusal were a notice of withdrawal, unless:
 - (a) the international student requests an additional letter of acceptance for the same program that was the subject of the refusal of a study permit, or
 - (b) the program is provided solely through distance education.

PRIVATE TRAINING INSTITUTIONS BRANCH

Tel. (604) 569-0033 or 1-800-661-7441
Fax. (778) 945-0606
www.privateinstitutions.gov.bc.ca
PTI@gov.bc.ca

Please be advised that under section 61 of the Private Training Act, the Registrar is authorized to collect, use and disclose personal information in accordance with the Registrar's regulatory duties under that Act. Accordingly, this institution is authorized to disclose your personal information to the Registrar for regulatory purposes.

STUDENT DECLARATION

I consent to the Institution sharing my personal information with the Ministry of Advanced Education, Skills and Training for research purposes and statistical analysis under the authority of sections 6(2)(a) and 10(1)(a) of the Personal Information Protection Act (PIPA).

I consent to the sharing, in accordance with Provincial privacy legislation, of my enrolment and reporting information between Gibson's Barber Shop and School and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.

Should you have any questions about the collection, disclosure and use of personal information you may contact: Director, Regulation, Private Training Institutions Branch, Governance, Legislation and Strategic Policy Division, Ministry of Advanced Education, Skills and Training 203 - 1155 W. Pender St, Vancouver, BC V6E 2P4 or by telephone at (604 569-0019).

Student Signature

Date Signed

Signature of Parent or Legal Guardian (if Student is under the age of 19)

Date Signed

INSTITUTION SIGNATURE

Signature of Institution Representative

Date Signed