

# Headhunters School of Hair & Esthetics

Date: \_\_\_\_\_

Dear: \_\_\_\_\_

Thank you for your request for information about our Cosmetology (Hairdressing) program. We are pleased to inform you that our school is fully accredited with the Private Career Training Institutions Agency of B.C. Therefore, if you meet the requirements of the B.C. Student Assistance Program, you may qualify for student financial assistance. We can provide further details if you wish.

Our program requires 1500 hours of training to meet our school standards and to follow the curriculum of the Cosmetology Industry Association of B.C. The program can be completed in approximately 10 months of regular attendance. On completion you may wish to write the CIABC examinations for CIABC standing. To work in the industry you need to obtain employment in a salon and be registered as an apprentice with the Industry Training Apprenticeship Commission (ITAC) to achieve a Certificate of Qualification after six months of employment. We will be pleased to provide you with additional information about the CIABC and ITAC requirements at any time.

Attached is a copy of our Admissions policy and an informational overview of the program as well as an application form with the program fees. The application must be signed by you or your parent or guardian and provided to the school with a \$100.00 non-refundable registration fee prior to your starting date. You will also be required to write a pre-entrance examination for a \$25.00 non-refundable fee.

The monthly tuition fees are subject to change each January. If the total cost of the program has been paid in advance, the increase will not apply.

There is a new program intake on the first of every month but we advise you to apply well in advance to ensure a seat in the class.

For further information about any aspect of the program, the fees, the methods of payment or employment opportunities, please telephone, fax, email or arrange for a visit.

Sincerely,

Glenna Davies,  
Acting Manager, School Operations

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