Official report as of 10/28/2026

Consumer Information Disclosures

Section 1: METHOD OF DISCLOSURE

In accordance with federal regulations set forth by the Higher Education Act of 1965, as amended, Kenny's Academy of Barbering provides the student catalog as a means to disseminate required student consumer and "Right-To-Know" Act information. The Kenny's Academy of Barberings' financial aid office offers assistance to students seeking financial aid for their educational costs while complying with all federal, state and institutional regulations. Anyone seeking financial aid information or assistance or seeking consumer information at the Kenny's Academy of Barbering will be provided with access to the required financial aid forms and disclosures and the Kenny's Academy of Barbering catalog, which provides a brief description of the financial aid process and explains how financial aid information and assistance may be obtained.

Kenny's Academy of Barbering offers a variety of financing options and payment terms to help student finance their education. Financing options consist of federal grants, loans, cash pay options, and assistance through VA programs (if applicable).

Tuition Financing Options

- Cash Payments
- Financial Aid
- Grants, Scholarships, Loans
- Veterans Educational Benefits

Cash Payments

As outlined in the student enrollment agreement/contract.

Section 2: FINANCIAL ASSISTANCE INFORMATION

Financial Aid and Scholarship Availability, Eligibility, and Contact information

Kenny's Academy of Barbering is an accredited Kenny's Academy of Barbering that has been approved by the US Department of Education, for use of Government Grants and Loan programs. We participate with the Federal Pell Grant & SEOG system, Direct Student Loans, Parental Loans for Undergraduate Students. Students in need of financial assistance should consider these programs.

More information can be found at www.studentloans.gov.

Students who are interested in applying for federal financial aid assistance are required to complete and sign the Free Application for Federal Student Aid (FAFSA) and several forms (electronic and/or hard copy) to begin the process. All documents must be submitted in a timely manner to allow the financial aid office adequate time to process an application for financial aid. To apply for Financial aid, the student must complete the following steps by accessing the website: https://fafsa.ed.gov

Apply for and obtain federal student aid passwords, PINs and FSA IDs
Complete and submit the Free Application for Federal Student Aid (FAFSA)
Complete a federal student loan entrance counseling session (studentloans.gov)
Complete and submit the Direct Loan Master Promissory Note (studentloans.gov)
There may be other forms and documentation required and completed as requested

The Federal Privacy Act of 1974 requires that students be notified in the event the disclosure of their Social Security number is mandatory. Students' Social Security numbers are used to verify students' identities and to process the awarding of funds, collection of funds, and tracing of individuals who have borrowed funds from federal, state, or private programs.

• **PELL GRANT**

Grant application forms are available to the applicant at www.fafsa.ed.gov, please use our Kenny's Academy of Barbering code**: 042-562-00** when completing the application. The Pell Grant is a "gift grant" that is the foundation of federal student aid. It does not have to be repaid. The program is available to students who are entering or continuing an undergraduate education and is based on need and available funds.

• **SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT (S.E.O.G)**

The purpose of this grant is to assist in making available funds for qualified students who lack financial means. Eligibility is based on need, availability of funds and eligibility for Pell Grant.

- **WILLIAM D. FORD DIRECT LOAN PROGRAM:** The William D. Ford Direct Loan Program offers low-interest, government-funded loans that include Direct Stafford Loans (subsidized and unsubsidized), Direct Parent Loans for Undergraduate Student (PLUS), These long-term loans are available to students who are enrolled at least half-time in Kenny's Academy of Barbering.
  - Direct Loan information and applications are available at www.studentloans.gov
  - ***Federal Direct Stafford/Ford Loans***

    Also called **Direct Subsidized Loans**. A need-based loan. The interest rate varies annually and is paid by the government while students are in Kenny's Academy of Barbering at least half-time and during any periods of deferment. Loan repayment begins six months after students graduate, leave Kenny's Academy of Barbering, or drop below half-time enrollment status. The student must repay the loan. Payments will begin within six (6) months after graduation and are serviced by a Servicer assigned by the US Department of Education.
  - ***Federal Direct Unsubsidized Stafford/Ford Loans***

    Also called **Direct Unsubsidized Loans**. A non need-based loan available to all eligible students regardless of income. The interest rate varies annually and begins to accrue at the time of disbursement. Students are responsible for paying accrued interest but may choose to defer and capitalize interest payments. Lona repayment begins six months after students graduate, leave Kenny's Academy of Barbering, or drop below half-time status.
  - ***Direct Parent Loans for Undergraduate Students (PLUS)***

    PLUS applications and MPNs are available at www.studentloans.gov

    Enables parents with good credit histories to borrow to pay the education expenses for each child who is a dependent undergraduate student enrolled at least half time. The yearly limit on the Plus loan is equal to the student's cost of attendance, minus any other financial aid a student receives. The loan is credit based, the interest rate varies annually, and loan interest begins to accrue at the time of disbursement. Loan repayment typically begins within 60 days after the loan has been fully disbursed.

• **DEPARTMENT OF VETERANS AFFAIRS**

Veterans, active duty service persons, reservists, or otherwise eligible members (such as spouses and dependents) may be eligible to qualify for various VA educational assistance programs. Eligibility criteria for military education assistance and benefits vary by state and Kenny's Academy of Barbering. Applicants must first check with the Veterans Affairs administration office to see if they qualify for benefits. Students who receive VA educational benefits are still required to select one for the Kenny's Academy of Barbering's primary financing options to cover educational costs and related expenses not covered directly by the VA. All payments must be made in accordance with the Kenny's Academy of Barbering's financial policies and procedures. Students who have questions about these benefits should contact the U.S. Department of Veterans Affairs, or their Kenny's Academy of Barbering Certifying Official. All Kenny's Academy of Barbering programs are approved for enrollment of eligible veterans and other eligible persons, by providing proof through their Certificate of Eligibility upon enrollment.

Financial Aid is available to all applicants that qualify.

General Eligibility

The FAFSA includes a series of questions that will determine a student's eligibility and dependency status. If a student is considered a dependent, the student will need to provide his/her parents' information as well.

Federal eligibility requirements to apply for Financial Aid include:

- You are a US Citizen or and eligible non-citizen
- You have a High Kenny's Academy of Barbering Diploma or General Education Development (GED) certificate
- You have a valid form of identification
- You have a valid Social Security Number
- You register with the Selective Service
- You must be enrolled as a regular student working toward a degree or certificate in an eligible program
- You are not in default of any federal student loans
- You do not owe a refund on a Pell Grant or SEOG at any Kenny's Academy of Barbering
- You demonstrate that you have need. (Need is the difference between the cost of education and expected family contribution). Need is determined by the information that is supplied on the FAFSA, free application for student aid.
- You maintain satisfactory progress towards completing your course of studies
- You sign a statement of updated information

The Kenny's Academy of Barbering is required by federal law to advise you that, except in the case of a loan made or originated by the institution, your dissatisfaction with or non-receipt of the educational services being offered by the institution does not excuse you (the borrower) from repayment of any Stafford Loan made to you (the borrower) for enrollment at this Kenny's Academy of Barbering.

Title IV Processing

- Once a student completes and submits a FAFSA, the information contained on the FAFSA is reviewed by the Department of Education's Central Processing System. An estimated family contribution will be calculated using a formula approved by Congress, which is based on the student's (and/or spouse or parent's) income and asset information. The student's EFC will determine the amount of Federal Pell Grant funds the student may be eligible to receive. In certain cases, verification of information submitted may be required. If the student's FAFSA is selected by the Department of Education's CPS, the Kenny's Academy of Barbering will be required to complete additional steps to ensure the information the student provided on the FASA is correct.
- Determining Financial Need: The student's financial need is the difference between the actual cost of their education and the amount that the student (or parents) will contribute (the EFC). Financial aid is then used to cover the gap between these contributions and the total cost of the student's education.
- Each Kenny's Academy of Barbering and each program within the Kenny's Academy of Barbering has a different student expense budget. This will depend upon the tuition, course length, books, fees, supplies, etc. Actual tuition, books, fees, and supplies for a program in which the student enrolls can be obtained from the Kenny's Academy of Barbering's Financial Aid office.
- Example:
    - Cost of Attendance *including tuition, fees, books, supplies, room and board, transportation, and miscellaneous personal expenses*
    - \- The student's EFC
    - = The student's financial need

Verifying FAFSA Information

A student applying for financial aid may be required to verify the information submitted on their FAFSA. This inquiry is known as verification and is required by the Department of Education. If a student's application is selected for verification, the Kenny's Academy of Barbering will require the student to submit any or several of the following items within a specified time frame in order to continue processing financial aid:

- Adjusted gross income (AGI) for the base year
- U.S. income taxes paid for the base year

- Number of family members in the household
- Number of family members attending postsecondary education as at least half-time students
- Any child support received
- Any food stamps received
- Other untaxed income and benefits
- High Kenny's Academy of Barbering completion status
- Identity/statement of educational purpose

All of the required information must be submitted by the due date in order for the student applying for financial aid to be eligible for federal assistance. In cases where this is not possible, the student will be required to pay cash or set up a satisfactory payment arrangement to maintain his or her regular enrollment status.

Receiving an Award Notification

After evaluating a student's financial aid application, the student's eligibility for financial aid is determined and the Kenny's Academy of Barbering issues a financial award aid package detailing the student's estimated cost of attendance and the financial aid awards by fund type. The Kenny's Academy of Barbering's Financial Aid Administrator will discuss the contents of the award package with the student, and the student will acknowledge the receipt of the award package.

Maintaining Regular Enrollment Status and Satisfactory Academic Progress

After the student's eligibility is determined, the amount of financial aid and the receipt of funds are contingent upon the student's (a) enrollment status and (b) ability to meet satisfactory academic progress.

1. **Maintaining Enrollment Status**
   To receive the benefit of a grant, A student may be enrolled full-time; ¾ time; ½ time, and less than ½ time. When student's enrollment status changes Pell Grant amount must be prorated accordingly, To receive Federal Direct Loan funds, a student must be enrolled at least half-time, as defined by the Kenny's Academy of Barbering financial aid policies.
   The amount of certain federal grants and loans may be adjusted or prorated, depending on the student's enrollment status. The Kenny's Academy of Barbering must administer federal aid in accordance with federal regulations
   A student's financial aid award may be adjusted up through the last day of attendance for tuition adjustment due to enrollment changes
   A student who registers for classes but does not attend at least one class session is not eligible to receive federal, state, or institutional funds
2. **Meeting Satisfactory Academic Progress**
   A student receiving financial aid must maintain certain standards of academic progress toward graduation, and the Kenny's Academy of Barbering is required to have and enforce a policy to check academic progress throughout the course of the student's program of study. Therefore, an eligible student applying for financial aid must maintain the Kenny's Academy of Barbering's standards of academic progress in order to be eligible to receive financial aid funds.

Disbursing Financial Aid Funds

Financial aid is disbursed in increments throughout the student's payment periods or period of enrollment. A payment period is the length of time the student takes to earn a specific number of hours of attendance in Kenny's Academy of Barbering. Upon a student meeting eligibility, a student's financial aid funds are disbursed at the beginning of each payment period. The following is an example of how funds are scheduled to disburse for an eligible student in a **1500** clock hour program.

Academic Grade Level Year 1 (900 Clock Hours)		**Academic Grade Level Year 2 (600 Clock Hours)**	
Payment Period	Payment Period	Payment Period	Payment Period
1 Hour	450 Hours	900 Hours	1200 hours

The Kenny's Academy of Barbering must notify a student (or parent) when financial aid funds are disbursed and credited to the student's account by issuing a letter and a copy of the student's account/student ledger card.

The ledger card indicates the net disbursement amount received by the Kenny's Academy of Barbering. The actual loan disbursements received may differ slightly from the amount received due to loan fees and rounding differences.

Changing Enrollment Status after Receipt of Financial Aid

A student's decision to drop or change a program of study is based on academic and personal considerations and should be made in consultation with the Kenny's Academy of Barbering Director and the Financial Aid Administrator. Changing program schedules, dropping coursework, or withdrawing from Kenny's Academy of Barbering has implications for student eligibility of financial aid funds and may result in a balance owed to the Kenny's Academy of Barbering.

Returning Title IV Funds (R2T4)

A student earns his or her financial aid (Title IV) funds on a prorated basis over the first 60% of the scheduled hours for that payment period. After attending 60% of the scheduled hours of the payment period, the student is eligible to retain 100% of the Title IV funds scheduled for that payment period.

As a result, the Kenny's Academy of Barbering is required to return financial aid (Title IV) funds, if a student receiving financial aid withdraws during the first 60% of the scheduled hours for that payment period. The refund calculation and process sis governed by federal regulation, and the Kenny's Academy of Barbering is required (a) to determine the portion of aid earned by the student up until the date of withdrawal and (b) to refund or repay the amount of unearned aid.

For the purposes of the Title IV refund policy, the student's official withdrawal is the date the student initiated the withdrawal process or notified the Kenny's Academy of Barbering of his or her intention to withdraw. In the event of an unofficial withdrawal, the Kenny's Academy of Barbering determines the student's last date of attendance that is documented in the Kenny's Academy of Barbering's records and uses that date as the withdrawal date. The U.S. federal government determines the amount of Title IV funds a student has earned, as of the withdrawal date.

The amount of assistance that you have earned is determined on a pro-rata basis. For example, if you completed 30% of the scheduled hours in your payment period, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the scheduled hours in your payment period, you earn all the assistance that you were scheduled to receive for that period. If you did not receive all of the funds that you earned, you may be due a Post-withdrawal disbursement. If your Post-withdrawal disbursement includes loan funds, your KENNY'S ACADEMY OF BARBERING must get your permission before it can disburse them. You may choose to decline some or all of the loan funds so that you don't incur additional debt. KENNY'S ACADEMY OF BARBERING may automatically use all or a portion of your Post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with KENNY'S ACADEMY OF BARBERING). KENNY'S ACADEMY OF BARBERING needs your permission to use the Post-withdrawal grant disbursement for all other KENNY'S ACADEMY OF BARBERING charges. If you do not give your permission (some Kenny's Academy of Barberings ask for this when you enroll), you will be offered the funds. However, it may be in your best interest to allow KENNY'S ACADEMY OF BARBERING to keep the funds to reduce your debt at KENNY'S ACADEMY OF BARBERING.

There are some Title IV funds that you were scheduled to receive that cannot be disbursed to you once you withdraw because of other eligibility requirements. For example, if you are a first-time, first-year undergraduate student and you have not completed the first 30 days of your program before you withdraw, you will not receive any Direct Loan Funds that you would have received had you remained enrolled past the 30th day. If you receive (or your KENNY'S ACADEMY OF BARBERING or parent receive on your behalf) excess Title IV program funds that must be returned, your KENNY'S ACADEMY OF BARBERING must return a portion of the excess equal to the lesser of: your institutional charges multiplied by the unearned percentage of your funds, or the entire amount of excess funds. KENNY'S ACADEMY OF BARBERING must return this amount even if it didn't keep this amount of your Title IV program funds. If your KENNY'S ACADEMY OF BARBERING is not required to return all of the excess funds, you must return the remaining amount. Any loan funds that you must return, you (or your parent for a PLUS Loan) repay in accordance with the terms of the promissory note. That is, you make scheduled payments to the holder of the loan over a period of time.

Any amount of unearned grant funds that you must return is called an overpayment. The maximum amount of a grant overpayment that you must repay is half of the grant funds you received or were scheduled to receive. You must make arrangements with KENNY'S ACADEMY OF BARBERING or the Department of Education to return the unearned grant funds. The requirements for Title IV program funds when you withdraw are separate from any Institutional Refund Policy that KAB may have. Therefore, you may still owe funds to KAB to cover unpaid institutional charges. KAB may also charge you for any Title IV program funds that KAB was required to return.

PAYMENT OF A REFUND OR RETURN OF TITLE IV, HEA PROGRAM FUNDS TO THE SECRETARY

By applying for a Direct Loan, a borrower authorizes the KAB to pay directly to the Secretary that portion of a refund or return to title IV, HEA program funds from the KAB that is allocable to the loan. KAB:

Must pay that portion of the student's refund or return of title IV, HEA program funds that is allocable to a Direct Loan to the Secretary; and

Must provide simultaneous written notice to the borrower if KAB pays a refund or return of title IV, HEA program funds to the Secretary on behalf of that student.

b. Determination, allocation, and payment of a refund or return of title IV HEA program funds. In determining the portion of a student's refund or return of title IV, HEA program funds that is allocable to a Direct Loan, the KAB must follow the procedures established in 34 CFR 668.22 for allocating and paying a refund or return of title IV, HEA program funds that is due.

RETURN OF TITLE IV FUNDS BY KAB

KAB must return the unearned aid for which KAB is responsible by repaying funds to the following sources, in order, up to the total net amount disbursed from each source.

TITLE IV PROGRAMS

- *Unsubsidized /Direct Stafford Loan*
- *Subsidized /Direct Stafford Loan*
- *Pell Grant*
- *Parent Plus*

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDAID (1-800-433-3243). TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at www.studentaid.ed.gov.

If a student withdraws, the Kenny's Academy of Barbering is required to calculate and return all unearned financial aid for that payment period and is subject to the Return to Tile IV policy. As a result, the Kenny's Academy of Barbering must (a) complete the refund calculation in a timely manner, (b) adjust the awards, (c) refund/repay the unearned aid, and (d) notify the student in writing of the refund calculation results. If a refund of Title IV funds is required, funds are returned to the appropriate federal aid program(s) in the following order:

1. Federal Unsubsidized Direct Loan Program
2. Federal Subsidized Direct Loan Program
3. Federal Direct PLUS Program
4. Federal Pell Grant Program
5. Federal SEOG Program
6. Other Title IV Program
7. Other federal, state, private and institutional programs
8. Student

Institutional Refund Calculation

Refer to the Institutional Refund Calculation section in your individual Kenny's Academy of Barbering's catalog.

Reapplying for Financial Aid

A student must submit a new Free Application for Federal Student Aid (FAFSA) for each award year of his or her enrollment. If the student does not complete his or her term or payment period by June 30 of each award year, financial assistance may change and the student will need to reapply for financial aid by submitting a new FAFSA.

Seeking Additional information

Students (and/or parents) who wish to seek additional information about financial aid and the financial aid process can refer to:

- The Kenny's Academy of Barbering financial aid page located online on the Kenny's Academy of Barbering home page
- Department of Education's Funding Your Education: The Guide to Federal Student Aid, which can be downloaded from the websites www.studentloans.gov or www.fafsa.ed.gov
- Kenny's Academy of Barbering Enrollment Agreement
- Kenny's Academy of Barbering Catalog
- Federal Student Aid Information Center: 1-800-4-FED-AID (1-800-433-3243)
- Department of Education websites: www.studentaid.ed.gov, https://studentloans.gov or www.fafsa.ed.gov
- The Kenny's Academy of Barbering financial aid administrator

Section 3: INSTITUTIONAL INFORMATION

Academic Program (Educational Program, Instructional Facilities, and Faculty)

Facilities

Kenny's Academy of Barbering were designed to meet the standards of a modern Barber Kenny's Academy of Barbering.

Each Institute consists of one major clinic/lab area, practical and theory classrooms, reception and retail area, dispensary, student library/study area, restrooms, student break room and lockers, laundry/storage rooms, and offices for administration and counseling.

The practical and theory classrooms are equipped with work stations, visual aids such as slides, charts, PowerPoint presentations and a computer lab. It is here the student begins learning the techniques of hair styling, cutting, perm waving, skin care, and make-up, etc.

The Main campus, occupies nearly 7500 square feet, in a progressive community on the west side of Indianapolis less than 10 minutes away from historical Speedway racetrack.

Ownership/Faculty: Gregory M Kenny Sr. is the Owner and CEO of Kenny's Academy of Barbering.Lynnae Kennys Academy of Barbering began in September 1, 1992 Mr. Kenny began his career as a professional barber in June of 1983. Mr. Kenny once owned 9 barbershops, currently owns 2 and is professionally involved in the barber industry. Mr. Kenny Sr. brings strong business skills to the creative industry of educating barber students. , Mr. Kenny was recently appointed by Governor Pence to the Indiana Barber Board.

Our goal is to continue building a legacy of high standards of education and preparing students for employment in this wonderful industry of barbering.

Kenny's Academy of Barbering and Program Accreditation, Approval, or Licensure

Kenny's Academy of Barbering are licensed by the State of Indiana Professional Licensing Agency

Accredited by the National Accrediting Commission of Career Arts and Sciences, Inc. 4401 Ford Ave., Suite 1300, Alexandria, VA 22302, 1-703-600-7600.

The Institutes are registered with the U.S. Department of Education, Washington, D.C. 20208-5652, and Indiana Professional Licensing agency (IPLA)

Services Available to Students with Disabilities (N/A)

Kenny's Academy of Barbering does not discriminate of the basis of disability in admission or access or its programs, services, or activities of individuals who meet essential eligibility requirements. Kenny's Academy of will provide reasonable accommodations for documented disabilities of individuals who are eligible to receive or participate in programs, services or activities. Information can be obtained in the Kenny's Academy of Barbering Clerk's Office.

NET PRICE CALCULATOR INFORMATION

http://nces.ed.gov/ipeds/resource/net_price_calculator.asp

Vaccinations Policy – Kenny's Academy of Barbering has no policy regarding vaccinations, not required by the State of Indiana.

Copyright Infringement Policies and Sanctions (Including Computer Use and File Sharing)

It is the policy of Kenny's Academy of Barbering to comply with all copyright laws. This includes but is not limited to copying textbooks, manuals, periodicals, as well as peer-to-peer file sharing. All students are expected to be aware of and follow these laws. Any member of the Kenny's Academy of Barbering practicing unauthorized use of distribution of copyrighted material will be subject to sanctions by the Kenny's Academy of Barbering up to dismissal from Kenny's Academy of Barbering. Individuals would also be subject to Federal criminal offenses for copyright law violations. See the Student Handbook for additional information. For more detailed information see our Copyright Infringement Policy.

Rights and Responsibilities of Students

1. Financial assistance in the form of loans, grants, scholarships and tuition payment plans are available to students who qualify. Kenny's Academy of Barbering's experienced financial aid personnel will assist students in advising and filing financial aid forms.
2. Information pertaining to housing, budgeting, and transportation may be obtained through the admissions office.
3. Information on licensing and reciprocity is available through the admissions office.
4. Extra activities such as Christmas parties, picnics, graduations, and welcome events are provided by the Kenny's Academy of Barbering faculty. Opportunities for outside student involvement are also available.
5. An annual contest gives each student the opportunity to be involved in the planning, model selection, cosmetics, hairstyles and clothing fashion selection for the contest presentation.
6. Kenny's Academy of Barbering guarantees the right of students, and in the case of a minor, their parents/guardian, the right to gain access to their files. The access must be requested in writing and all files are reviewed by appointment under the supervision of a Kenny's Academy Staff member.
7. A transcript of grades, hours, credits, and work completed will be furnished upon written request. All students' accounts must be paid to date. A $10.00 administrative fee is required.
8. The Kenny's Academy Staff members offer students personal advisory sessions to accommodate positive student development. Referral to outside counseling expertise is recommended as needed.
9. The Institute provides privacy and protection concerning information in the student files in accordance with the Federal Family Education Privacy Act. The Institute will not release this information without written permission per
    a. request by the student, or in the case of a minor, their parent or legal guardian. Student or parent/guardian of a dependent minor may view a student's cumulative file, under supervision of Kenny's Academy of Barbering management; after presenting a request to the Kenny's Academy of Barbering manager.
    b. Legal and accreditation agencies also have the right to access a student's file.
    c. Kenny's Academy of Barbering will retain a student's record for a minimum of five (5) years.
10. The licensed cosmetologist is in demand today. Salons are offering more benefits than ever before to qualified, eager professionals. Kenny's Academy of Barbering provides job placement assistance to students, however cannot guarantee job placement.
11. Employment assistance is provided in the following ways:
    a. By presenting employment preparation classes, such as resume and practice interviewing.
    b. By inviting employers to visit the college and meet with students concerning employment.
    c. By conducting interviews directed to job placement.
    d. By posting all employment opportunities.
12. Kenny's Academy of Barbering does not release information or names in directories or for any other purposes.

Transfer of Credit Policies and Articulation Agreements

Students with credit for previous training will be considered on an individual basis for credit transfer. Students are evaluated on academic credit transfer based on a practical and written exam administered by an instructor. Transfer student costs are calculated proportionately based on the remaining hours needed for completion. Transfer students will be charged a rate of $12.50 per hour. Fees, books and equipment are charged according to the items needed by an incoming transfer student.

Kenny's Academy of Barbering accepts all private, civic, high Kenny's Academy of Barbering, church and foundation scholarships.

Check with our Financial Aid Department for information on other State and Federal programs, such as Social Service and Vocational Rehabilitation.

Section 4: OTHER INSTITUTIONAL INFORMATION

Notice of Federal Student Financial Aid Penalties for Drug Law Violations

Denial of Federal and State Benefits – Iowa Code 901.5(11) – The Court shall consider 21 U.S.C.A 862 (see below), and may order the denial of federal benefits, such as Kenny's Academy of Barbering loans, grants, contracts, professional or commercial licenses. Does not include retirement, welfare, Social Security, health, disability, veteran's benefits, public housing, or similar benefits. For any violation of Chapter 124, the court shall consider the

denial of state benefits and may order their denial comparable to the federals benefits. Iowa Code 901.5(12). See the Student Handbook for more information.

Denial of Federal Benefits to Drug Traffickers and Possessors		
	Drug Traffickers	Drug Possessors
First Offense	Ineligible for any or all federal benefits for up to 5 years	1. Ineligible for any or all federal benefits for up to 1 year; and/or 2. Successfully complete and approved drug treatment program with periodic future testing; and/or 3. Perform appropriate community service
Second Offense	Ineligible for any or all federal benefits for up to 10 years	1. Ineligible for any or all federal benefits for up to 1 year; and/or 2. Successfully complete and approved drug treatment program with periodic future testing; and/or 3. Perform appropriate community service
Third or Greater Offense	Permanently ineligible for all federal benefits	N/A

Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Title IV aid – they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when she was a juvenile, unless she was tried as an adult.

The student regains eligibility the day after the period of ineligibility ends or when he successfully completes a qualified drug rehabilitation program. Further drug convictions will make him ineligible again.

Students denied eligibility for an indefinite period can regain it only after successfully completing a rehabilitation program or if a conviction is reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify that he/she has successfully completed the rehabilitation program.

When a student regains eligibility during the award year, Pell aid may be awarded for the current payment period and Direct loans for the period of enrollment.

Consumer Information on College Navigator Website

Textbook Information/Information for Students/Information for College Bookstores –
See Page #9 Kenny's Academy of Barbering Catalog
Milady Barbering Textbook ISBN-13: 978-1-4354-9715-3 ISBN-10: 14354-9715-5 Milady Barbering Workbook ISBN-13: 978-1-4354-9713-9 ISBN-10: 1-4354-9713-9

Disbursement For Books and Supplies

Both Pell eligible and non-Pell eligible students have kits/books given to them at the same time.

Voter Registration

Information regarding registering to vote in the USA: https://www.usa.gov/register-to-vote

Section 5: AVAILABILITY OF EMPLOYEE FOR DISSEMINATION PURPOSES

Financial Aid- Office Tuesday –Friday 9-5 Closed Saturday-Monday
Director-Tuesday –Friday 9-5
Instructors- hours Tuesday –Saturday 9-5

Section 6: CONSTITUTION AND CITIZENSHIP DAY

The Assistant Deputy Secretary for Innovation and Improvement announces that, pursuant to legislation passed by Congress, educational institutions receiving Federal funding are required to hold an educational

program pertaining to the United States Constitution on September 17 of each year. This notice implements this provision as it applies to educational institutions receiving Federal funding from the Department.

- Some informational resources pertaining to the Constitution are listed below. In addition to these, the Department is aware that there may be other public and private resources available that may be helpful to educational institutions in implementing Constitution Day. While the Department does not endorse any particular program or Web site, this information is provided because it may be of use to educational institutions developing their Constitution Day programs. One of the Library of Congress' repositories for Constitutional documents and information may be accessed at: http://memory.loc.gov/ammem/bdsds/bdsdhome.html .

  The National Archives also has a Web site with a scan of the U.S. Constitution available online at: http://www.archives.gov/national_archives_experience/charters/constitution.html: In addition, the National Archives has a nationwide network of research facilities, including presidential libraries that welcome students as young as 14 years of age. Information about the facilities (by region and state) can be located online at: http://www.archives.gov/facilities/index.html.

Section 7: Professional Assistance Policy

This institution recognizes that a wide range of problems - such as marital or family distress, alcoholism, and drug abuse - not directly associated with an individual's students enrollment can nonetheless be detrimental to an students performance on the job. Consequently, we believe it is in the best interest of our students and this institution to provide an effective program to assist students and their families in resolving problems such as these as the need arises. To this end, the Company provides an Professional Assistance Program for students and their eligible family members. The Professional Assistance Program is designed to provide voluntary, private, confidential, and professional counseling at the students expense. The professional assistance program is designed to assist students in cases such as

Drug and alcohol abuse
Marital or family distress
Bereavement Leave
Voting Leave
Insurance Programs

Kenny's Academy recognizes that the workplace is a difficult place for any type of personal problem. The Professional Assistance Program provides consultation services and referrals to local community treatment sources. All students are eligible to use this program and are encouraged to do so. Students are held in confidence to the maximum possible extent.

- Participation in the Professional Assistance Program does not excuse students from otherwise complying with the policies or from meeting normal school requirements during or after receiving assistance. The professional assistance program does not prevent the school from taking disciplinary action against any student for performance problems that occur before, during, or after the employee seeks assistance through the program.

Health Risks Associated with the use and abuse of Alcohol and illicit Drugs

Alcohol consumption causes a number of marked changes in behavior. Even low doses of alcohol significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. The use of even small amounts of alcohol by a pregnant woman can damage the fetus. Low to moderate doses of alcohol also increases the likelihood of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information. Heavy use may result in chronic depression and suicide, and may also be associated with the abuse of other drugs. Very high doses can cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce effects described above for very high doses. Long-term, heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders and impairment of the central nervous system, all of which may lead to

Early death.

Repeated use of alcohol can lead to dependence, and at least 15-20 percent of heavy users eventually will become problem drinkers or alcoholics if they continue drinking. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions, which can be life threatening.

The use of illegal drugs, and the misuse of prescription and other drugs, poses a serious threat to health. For example, the use of marijuana may cause impairment of short-term memory, comprehension, and ability to perform tasks requiring concentration. The use of marijuana also may cause lung damage, paranoia and possible psychosis. The use of narcotics, depressants, stimulants and hallucinogens may cause nervous system disorders and possible death as the result of an overdose. Illicit inhalants can cause liver damage.

There are significant risks associated with the use of alcohol and drugs. These risks include impaired academic or work performance; lost potential; financial problems; poor concentration; blackouts; conflicts with friend and others; vandalism; theft; murder; sexual assault and other unplanned sexual relationships; spouse and child abuse; sexually transmitted diseases; and unusual or inappropriate risk-taking which may result in physical or emotional injury or death.

The Kenny's Academy of Barbering maintains drug and alcohol education information, which can be obtained from the Student Services Coordinator. Available Drug and Alcohol Counseling and Rehabilitation are available through https://ifap.ed.gov/qahome/qaassessments/consumerinformation.html

Kennys Academy of Barbering Drug Free Kenny's Academy of Barbering and Community Act Policy

Kenny's Academy of Barbering abides by the Drug Free Kenny's Academy of Barbering and Communities Act. The Kenny's Academy of Barbering prohibits students or staff from engaging in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or use of alcohol beverages on the Kenny's Academy of Barbering property or as part of any on campus Kenny's Academy of Barbering activities.

As a Student or Employee of Kenny's Academy of Barbering I have been informed, and have received a copy of the Drug-Free awareness program at the Kenny's Academy of Barbering that explain the following:

1. Danger of drugs and alcohol abuse in the workplace
2. Policy maintaining a drug-free workplace
3. Listing of available drug counseling and alcohol rehabilitation and assistance program.
4. Penalties that may be imposed for drug and alcohol abuse violations occurring in the Kenny's Academy of Barbering.

As a student or an Employee of Kenny's Academy of Barbering I will abide by the terms of this contract:

- If I am convicted of any criminal drug statute violation, I will be obligated to notify the director of Kenny's Academy of Barbering of Cosmetology within five (5) class days of a conviction.
- Within ten (10) days after the conviction, as a student I will report in writing together with my Full Name and Social Security Number to: Director, Grants and contract services. US Department of Education, Washington, DC 20202-4571
- Within Thirty (30) days of conviction, I will participate satisfactorily in a drug or alcohol rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency.
- If I refuse to participate satisfactorily in a rehabilitation program I will be terminated immediately from Kenny's Academy of Barbering.

Section 8: COMPLETION/GRADUATION RATES

Completion/Graduation and Transfer-out Rates
Placement in Employment/Job Placement Rates

Kenny's Academy of Barbering:

2024 Job placement rate: 70.00%
2024 Graduation: 54.00%
2024 Licensure rate: 97.00%

This job placement rate looks only at jobs that were in the field of study. Positions that completed were hired for include: Barber stylist for photo-shoots, Shop managers, Shop Owners, Stylist.

This rate is based on program completers who were employed within 180 days of completion and were employed for at least 12 weeks.
Graduates are tracked through various methods: Our primary tracking method is through graduate and employer questionnaire. Either through the mail or more often directly with student/salon manager-owner. Other methods used are word of mouth, newspaper announcements of employment and contact with student's friends/relatives.

NNL – Section 9: INSTITUTIONAL SECURITY POLICIES & CRIME STATISTICS, STUDENT RIGHT-TO-KNOW ACT, CLERY (CAMPUS SECURITY) ACT

Security Report (Including Emergency response and Evacuation Procedures), Timely Warnings and Crime Log

Emergency Evacuation Procedure (Schematic posted at Kenny's Academy of Barbering and given to student at orientation)

1. Announcement for Evacuation, will be made over the PA system
2. All occupants will evacuate the building in this manner
    a. Leave all belongings personal and otherwise
    b. Leave the building through nearest exit
    c. The room group nearest the assigned exit shall move out first
    d. WALK DON'T RUN
    e. Silence will be observed. Listen for directions from your instructors
    f. Students working on patrons will assist them to the nearest exit and out of the building
3. Aim to evacuate the building within 50 seconds
4. Once outside and safe distance from the building, Roll Call will be taken by an instructor or other designated person
5. Once safety has been assured the OK to return to the building will be given
6. Return to the building in an orderly fashion
7. FIRE DRILLS AND FIRE EXTINGUISHER PROCEDURES will be periodically scheduled
8. In weather related emergencies (Severe storm or tornado), when instructed, go to the hall by the restrooms

Crime Log
As of the publication date of this catalog, there are no crimes to report for either campus.

Information for Crime Victims about Disciplinary Proceedings

Upon written request, Kenny's Academy of Barbering will disclose to the alleged victim of any crime of violence or non forcible sex offense, the results of any disciplinary proceeding conducted by the Kenny's Academy of Barbering against a student who is the alleged perpetrator of such crime or offense.

INTERNAL COMPLAINT PROCEDURES

A student, teacher, or interested party may file a complaint against the Kenny's Academy of Barbering: the complaint shall be made in writing to the Kenny's Academy of Barbering director and shall outline the allegation or nature of the complaint. The Director shall meet with the complainant within 10 days of receipt of the written complaint. If, after careful evaluation, the problem cannot be resolved through discussion, the complaint should be referred to the Disciplinary conference committee (DCC). The (DCC) committee consist of a chairman, secretary and KAB campus directors. The committee reviews student grievances, school write ups and incidents reports. The committee's job is to make decisions based on Indiana State board rules and regulations, Department of Education policies, NACCAS policies and KAB policies. Students and staff may be required to appear before the committee for personal appearances. Student attendance, academics and conduct will be weighed in decisions that are made. DCC meetings are scheduled for Mondays at 1:00. Emergency meetings are scheduled as needed.

Students who desire to file a complaint against this institutions Accrediting Agency may do so by contacting NACCAS National Accrediting Commission of Career Arts and Sciences 3015 Colvin Street Alexandria , VA 22314 The NACCAS website can be found on the NACCAS website "Rules of practice and procedures" Part 6 http://naccas.org/naccas/

Students who desire to file a complaint against this institution with the Indiana State Board may do so by contacting **(IPLA) Indiana Professional Licensing Agency** *402 West Washington RmW072 Indianapolis, In 46204*
Go to pla.in.gov professions, Barber and Cosmetology, scroll down to consumer information click on consumer complaint process and it will take you to "How to file a complaint" or click http://www.indianaconsumer.com/

Privacy of Student Records – Family Educational Rights and Privacy Act (FERPA)

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a Kenny's Academy of Barbering beyond the high Kenny's Academy of Barbering level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the Kenny's Academy of Barbering. Kenny's Academy of Barbering are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Kenny's Academy of Barbering may charge a fee for copies.

- Parents or eligible students have the right to request that a Kenny's Academy of Barbering correct records, which they believe to be inaccurate or misleading. If the Kenny's Academy of Barbering decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the Kenny's Academy of Barbering still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

- Generally, Kenny's Academy of Barbering must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows Kenny's Academy of Barbering to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

    - Kenny's Academy of Barbering officials with legitimate educational interest;
    - Other Kenny's Academy of Barbering to which a student is transferring;
    - Specified officials for audit or evaluation purposes;
    - Appropriate parties in connection with financial aid to a student;
    - Organizations conducting certain studies for or on behalf of the Kenny's Academy of Barbering;
    - Accrediting organizations;
    - To comply with a judicial order or lawfully issued subpoena;
    - Appropriate officials in cases of health and safety emergencies; and
    - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Kenny's Academy of Barbering may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, Kenny's Academy of Barbering must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the Kenny's Academy of Barbering not disclose directory information about them. Kenny's Academy of Barbering must notify parents and eligible students annually of their rights under FERPA. The

actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each Kenny's Academy of Barbering. For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may call 1-800-437-0833.

Section 17: GAINFUL EMPLOYMENT

Gainful Employment

Kenny's Academy of Barbering 6-digit OPEID: 042562-00

The Department of Education has assigned barbering the 6-digit CIP code: 12.0402

Barber/Barbering, General

Follow the link to select SOC codes to occupations for which this program prepares students:
http://www.onetcodeconnector.org/ccreport/39-5011.00

SATISFACTORY ACADEMIC PROGRESS POLICY

The Satisfactory Academic Progress Policy is consistently applied to all students enrolled at the school. It is printed in the catalog to ensure that all students receive a copy prior to enrollment. The policy complies with the guidelines established by the National Accrediting Commission of Career Arts and Sciences (NACCAS) and the federal regulations established by the United States Department of Education.

EVALUATION PERIODS

Students are evaluated for Satisfactory Academic Progress at *scheduled* hours:

Course	Course Hours	Evaluation Points
Barbering	1500 Hrs.	450, 900, 1200 clocked (*scheduled*) hours
Instructor	1000 Hrs.	450, 900, (*scheduled*) hours

*Transfer Students- Midpoint of the contracted hours or the established evaluation periods, whichever comes first. Evaluations will determine if the student has met the minimum requirements for satisfactory academic progress. The frequency of evaluations ensures that students have had at least one evaluation by midpoint in the course. Kenny's Academy notifies students of any evaluation that impacts the student's eligibility for financial aid.

ATTENDANCE PROGRESS EVALUATIONS

Students are required to attend a minimum of 67% of the hours possible based on the applicable attendance schedule in order to be considered maintaining satisfactory attendance progress. Evaluations are conducted at the end of each evaluation period to determine if the student has met the minimum requirements. The attendance percentage is determined by dividing the total hours accrued by the total number of hours scheduled. At the end of each evaluation period, the school will determine if the student has maintained at least 67% cumulative attendance since the beginning of the course which indicates that, given the same attendance rate, the student will graduate within the maximum time frame allowed.

MAXIMUM TIME FRAME

The maximum time (which does not exceed 150% of the course length) allowed for students to complete each course at satisfactory academic progress is stated below:

Course	Coarse Hours	Schedule	Max Weeks	Max Scheduled Hours
Barbering	1500 Hrs.	34 hrs./wk.-Full/T	45.00 Weeks	2250
Barbering	1500 Hrs.	20 hrs./wk.-Part/T	75.00 Weeks	2250
Instructor	1000 Hrs.	34 hrs./wk.-Full/T	30.00 Weeks	1500
Instructor	1000 Hrs.	20 hrs./wk. Part/T	50.00 Weeks	1500
Cosmetology	1500 Hrs.	34 hrs./wk.-Full/T	45.00 Weeks	2250
Cosmetology	1500 Hrs.	20 hrs./wk.-Full/T	75.00 Weeks	2250

The maximum time allowed for transfer students who need less than the full course requirements or part-time students will be determined based on 67% of the scheduled contracted hours. Students who exceed the maximum time frame will

be deemed ineligible to receive Title IV. However, student may be eligible to continue on a cash pay basis. Student who cannot pay cash will be dropped from the program.

ACADEMIC PROGRESS EVALUATIONS

The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study. Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory or better (the computer system will reflect completion of the practical assignment as a 100% rating). If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated. At least two comprehensive practical skills evaluations will be conducted during the course of study. Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school.

Students must maintain a written grade average of 75% and pass a FINAL written and practical exam prior to graduation. Students must make up failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

93 - 100 EXCELLENT
85 - 92 VERY GOOD
75 - 84 SATISFACTORY
74 and BELOW UNSATISFACTORY

DETERMINATION OF PROGRESS STATUS

Students meeting the minimum requirements for academics and attendance at the evaluation point are considered to be making satisfactory academic progress until the next scheduled evaluation. Students will receive a hard-copy of their Satisfactory Academic Progress Determination at the time of each of the evaluations. Students deemed not maintaining Satisfactory Academic Progress may have their Title IV Funding interrupted, unless the student is on warning or has prevailed upon appeal resulting in a status of probation.

WARNING

Students who fail to meet minimum requirements for attendance or academic progress are placed on warning and considered to be making satisfactory academic progress while during the warning period. The student will be advised in writing on the actions required to attain satisfactory academic progress by the next evaluation. If at the end of the warning period, the student has still not met both the attendance and academic requirements, he/she may be placed on probation and, if applicable, students may be deemed ineligible to receive Title IV funds.

APPEAL PROCEDURE

If a student is determined to not be making satisfactory academic progress, the student may appeal the determination within ten calendar days. Reasons for which students may appeal a negative progress determination include death of a relative, an injury or illness of the student, or any other allowable special or mitigating circumstance. The student must submit a written appeal to the school on the designated form describing why they failed to meet satisfactory academic progress standards, along with supporting documentation of the reasons why the determination should be reversed. This information should include what has changed about the student's situation that will allow them to achieve Satisfactory Academic Progress by the next evaluation point. Appeal documents will be reviewed and a decision will be made and reported to the student within 30 calendar days. The appeal and decision documents will be retained in the student file. If the student prevails upon appeal, the satisfactory academic progress determination will be reversed and federal financial aid will be reinstated, if applicable.

PROBATION

Students who fail to meet minimum requirements for attendance or academic progress after the warning period will be placed on probation and considered to be making satisfactory academic progress while during the probationary period, if the student appeals the decision, and prevails upon appeal. Additionally, only students who have the ability to meet the Satisfactory Academic Progress Policy standards by the end of the evaluation period may be placed on probation.

Students placed on an academic plan must be able to meet requirements set forth in the academic plan by the end of the next evaluation period. Students who are progressing according to their specific academic plan will be considered making Satisfactory Academic Progress. The student will be advised in writing of the actions required to attain satisfactory academic progress by the next evaluation. If at the end of the probationary period, the student has still not met both the attendance and academic requirements required for satisfactory academic progress or by the academic plan, he/she will be determined as NOT making satisfactory academic progress and, if applicable, students will not be deemed eligible to receive Title IV funds.

RE-ESTABLISHMENT OF SATISFACTORY ACADEMIC PROGRESS

Students may re-establish satisfactory academic progress and Title IV aid, as applicable, by meeting minimum attendance and academic requirements by the end of the warning or probationary period.

LEAVE OF ABSENCE

If enrollment is temporarily interrupted for a Leave of Absence, the student 2 weeks prior must submit in writing personally with the reason for the temporary leave of absence. There must be a reasonable expectation that the student will return from the LOA. The student will return to school in the same progress status as prior to the leave of absence. Hours elapsed during a leave of absence will extend the student's contract period and maximum time frame by the same number of days taken in the leave of absence and will not be included in the student's cumulative attendance percentage calculation. You must not exceed 180 days in a 12-month period. Additional charges will not be assessed as a result of a Leave of Absence. Leave of Absences may be granted for medical or non-medical reason but it must be in writing in person unforeseen circumstances which will not allow the student to contact the school such as car accident and approved by administration. The new graduation date if applicable will be changed in our student computer system and a contract addendum must be signed by all parties. We will not make any changes to the contract and no refund calculation form will be required.

Students who withdraw prior to completion of the course and wish to re-enroll will return in the same satisfactory academic progress status as at the time of withdrawal.

The withdrawal date will be the last day of attendance. The student would be determined to have withdrawn from the school on the date:

1. you notify the Director in writing of your plan to withdraw.
2. the school terminates your enrollment due to a violation or unsatisfactory academic progress.
3. you fail to attend class for 14 consecutive days without notice or any contact with the school.
4. you fail to return after a leave of absence.

A student granted an LOA that meets these criteria is not considered to have withdrawn, and no refund calculation is required at that time;

At an institution that is not required to take attendance, if a student does not return to the institution at the expiration of an approved LOA (or a student takes an unapproved LOA), the student's withdrawal date is the date the student began the LOA. At an institution required to take attendance, the withdrawal date for the purpose of calculating a refund is always student's last day of attendance

NONCREDIT, REMEDIAL COURSES, REPETITIONS

Noncredit, remedial courses and repetitions do not apply to this institution. Therefore, these items have no effect upon the school's satisfactory academic progress standards.

TRANSFER HOURS

With regard to Satisfactory Academic Progress, a student's transfer hours will be counted as both attempted and earned hours. Transfer hours will not count towards attendance progress evaluation, Transfer hours only count towards the total number of hours needed to complete the program in which the student is enrolled.

ACCESS TO STUDENT RECORDS POLICY

Students and parent/guardians of dependent minors are guaranteed the right to access and review the student's educational file. Students must submit a written request to review their file to the school director. The student will be granted supervised access to their records within five business days of the request. Any third-party request for information will require written authorization from the student or parent/guardian of a dependent minor. Kenny's Academy of Barbering requires a release form be completed for each third-party request of information. Kenny's Academy of Barbering provides access to student records without written consent to **(NACCAS) National Accrediting Commission of Career Arts and Science** and, the United States Department of Education, the State Licensing Agency, and any other school official. The institution maintains a record of all release forms and requests for information.

A records request form shall be submitted to the Director to review the student file. The Director has 2 school days to fulfill request and must be present while the records are being reviewed. Copies of file documents may be obtained at a cost of 10 cents per copy for current students. Cumulative student records are maintained for 7 years after graduation/termination, administrative fee $25.00 to copy file or any **TRANSFER HOURS**
With regard to Satisfactory Academic Progress, a student's transfer hours will be counted as both attempted and earned hours

LEAVE OF ABSENCE

A leave of absence extends a student's contract period and maximum time frame by the same number of days taken in the leave of absences.
A student may be granted one (1) Leave of Absence enrollment generally in cases of emergency or medical problems, which cause attendance to be impossible or impractical. A student who is granted a Leave of Absence by the Kenny's Academy of Barbering, is not considered to have withdrawn from the Kenny's Academy of Barbering. A Leave of Absence will not affect the student's maximum time frame for completion however it will affect their scheduled graduation date. In cases were a student's scheduled date of completion is changed and a contract addendum may be required to complete student training.
In order to be placed on Leave of Absence, the student must:

1. Complete the Kenny's Academy of Barbering's Leave of Absence Request
2. Must document start date and return date
3. Must show good cause (Students may not arbitrarily decide to "take" a leave of absence)
4. Must be approved by the Kenny's Academy of Barbering Director
5. Student must be within Satisfactory Academic & Attendance Progress standards guidelines
6. Leaves must be a minimum of 14 days and a maximum of 90 days
7. Student may be granted of an extension up to 180 days with medical documentation and directors approval)

A leave of absence extends the contract period and maximum time frame by the same number of days taken in the leave of absence. There will be no additional charges for a Leave of Absence. If the student fails to return on the documented return date, the student will be considered to have withdrawn from Kenny's Academy of Barbering as of that date.

WITHDRAWALS/COURSE INCOMPLETE

Any student, who is not making progress and withdraws from his/her contracted course and fails to complete his/her training, will have notice placed in his/her student file to return on probation. Students who withdraw or are withdrawn will return at the same status they were at when they left. Only students who were on probation at the time they left can come back on probation.

Date: 10/28/2026

NOTICE TO CURRENT AND PROSPECTIVE STUDENTS

Kenny's Academy of Barbering is providing notice that the National Accrediting Commission of Career Arts & Sciences (NACCAS) placed the institution on Financial Monitoring – Internal Control Reporting Requirements (ICRR), following its December 18, 2024 Commission meeting.

This action concerns financial accounting and internal control requirements under NACCAS Standard VII, Criterion 1(c).

Under NACCAS rules, Internal Control Reporting Requirements constitute a status equivalent to probation.

The institution has submitted corrective action documentation and is working to address the Commission's financial compliance requirements.

Students and prospective students seeking additional information may contact the school administration at (317) 635-5900.