



TRALE  
BEAUTY ACADEMY

# WHY CHOOSE TRALE BEAUTY ACADEMY.

**You will be a well rounded professional as a graduate of the Trale Beauty Academy.**

Employers and prospective clients recognize quality care and results. Trale Beauty Academy students will receive quality training and education. Allowing yourself to be a top candidate for opportunities..

*"Using modern technology and advanced solutions to accerate your learning experience."*

## **Intergrated approach to skin care**

We have been providing exceptional results, training and equipment in the esthetic industry since 2018, We teach skin care from an integrated plan of action. Not only do we teach the regular industry standards and the standard esthetics curriculum, but also, our own curriculum which focuses on advanced solution on various skin types and conditions. We allow ourselves to incorporate nutrition, detox through diet and excercise.

*"If you're tired of starting over, stop giving up,". - Troyell Lewis Trale Beauty Inc.*

## **Advanced technology**

Students receive training in many current modalities using our Nutrient-Infusion Machine. Students also receive their own state-of-the art esthetics training equipment.

## **Structured instruction**

Our experienced instructors spend each day teaching different subjects and instructing different treatment techniques. We take great pride in making sure everyone successfully graduates. Students have one instructor/mentor from the start to the finish of their program, as well as instruction and lecture from various guest speakers and other instructors.

## **Experienced educator teaching at our school**

All of our education is delivered by experienced instructors who have been trained the Trale Beauty Inc. way with many years of experience in the field of esthetics and licensed in Texas.

## **Get real life experience with our student treatments**

You get to work on real clients to gain real experience in our student study setting performing various treatments.

## **We partner with hush med-spa offering a variety of laser and injection programs**

Texas Laser Institute offers the most comprehensive Master Esthetics program available. They provide hands on training on real clients under medical care of a Medical Doctor.



**Trale Beauty Inc.**



2301 W PARKER RD STE 3, PLANO, TX 75023, UNITED STATES



972-241-4170





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This school is licensed under Chapter 1602. Inquiries, concerns, or complaints regarding this school can be made to the Texas Department of Licensing and Regulations.

**School Ownership:**

Trale Beauty Inc. is owned by **Troyell Lewis**

**Physical and Mailing Address:**

2301 W Parker Rd Ste 3, Plano, TX 75023, United States

Phone: 972-241-4170

**Catalog certified as true and correct for content and policy**

**Mission Statement** – to provide an education through an integrated program in a positive, team driven atmosphere, business-modeled environment that prepares excited professionals for employment and success in the beauty industry.



## Troyell Lewis

*Director of Trale Beauty Inc*



My name is Troyell, the Director of Trale Beauty Inc. born and raised in New Orleans, La. Skin care has been a part of my life for more than 15 years. In fact, I learned how to care for my skin before I knew how to do a full glam face of makeup. Inspired by making one feel beautiful and delivering a quality experience, Trale Beauty Inc was created. I've gotten facial treatments and have visited luxury spas all over the US as far as I can remember. My goal is to continue to provide clients with quality care and the best experience!

“The future belongs to those who  
believe in the beauty of their dreams”

~ELEANOR ROOSEVELT



# Trale



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## GROWING WITH TEAM:







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## **ESTHETICS LICENSING PROGRAM DAY OR EVENING CLASSES ~ 750 HOURS**

### **Methods of instruction:**

Trale Beauty Inc. employs a variety of teaching methodologies and training aids (textbooks, workshops, films, PowerPoint presentations and other audio-visual aids, etc.), in addition to guest lecturers to provide the highest level of training. Trale Beauty Inc. also provides for extensive hands-on practical training.

### **Esthetics Core**

**A.** The esthetics curriculum and hours of instruction in this tier consists of 750 hours and includes, but is not limited to, the following:

#### **Theory in the practice of esthetics services – minimum of 225 hours**

- a. Skin analysis and consultation
- b. Skin structure and function
- c. Skin types
- d. Naturopathic skin care
- e. Diseases and disorders of the skin
- f. Massage and related movements and manipulations of the faces
- g. Recognition of skin condition origin
- h. Treatment methods of different skin categories
- i. Alternative treatments for different skin types and conditions
- j. Prognosis, home care and prevention
- k. Ethnic skins
- l. Male skin
- m. Aging skin
- n. Skin Cancer
- o. Sun and skin
- p. Mask theory
- q. Machines and equipment
- r. Equipment safety
- s. General procedures and safety measures
- t. Chemistry and electricity
- u. Cosmetic chemistry
- v. Products and ingredients; enzyme and herbal products
- w. Bacteriology and infection control
- x. Trichology
- y. Temporary removal of superfluous hair

#### **Orientation and business concepts – minimum of 10 hours of instruction**

- a. School policies and procedures
- b. Management
- c. Sales, retailing, and customer service
- d. Client records and confidentiality
- e. Marketing and advertising
- f. Public speaking
- g. Resume preparation





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**Clients and public relations – minimum of 120 hours of instruction**

- a. Professional ethics and practices
- b. Professional conduct and industry standards
- c. Client records and documentation
- d. Methods of consultation and client intake
- e. Reviewing medical history and heredity
- f. Client interaction/Spa services

**General and Applied Sciences Theory– minimum of 100 hours of instruction**

- a. Anatomy and Physiology of the skin
- b. Anatomy and Physiology of the body
- c. Aromatherapy
- d. Ayurvedic skin care; Ayurvedic skin and body typing
- e. Kneipp therapy
- f. Thalassotherapy
- g. Body detoxification
- h. Nutrition and diet
- i. First Aid and CPR
- j. HIV/AIDS Prevention education
- k. Manual Lymphatic Drainage

**Facial Equipment Usage and instruction – minimum of 50 hours of instruction**

- a. BT Gear (BT Micro, BT Sonic, BT Vision, BT Zoom)
- b. Microdermabrasion
- c. Nanobrasion
- d. Ultrasonic
- e. LED light therapy
- f. LightStim
- g. Galvanism, ionization and disincrustation
- h. High frequency (direct and indirect methods)
- i. Lucas Champonniere
- j. Electrical rotary brush
- k. Steamer and ozone
- l. General procedures and safety measures

**Facial treatment procedures (may include makeup and skin care analysis) – minimum of 200 hours of instruction**

- a. Client intake and contraindications
- b. Cleansing procedures and products
- c. Exfoliating and deep pore cleansing
- d. Enzyme and herbal products
- e. Superficial chemical peels – Glycolic, Lactic, Salicylic, Jessner's
- f. Facial steamers and sprays
- g. Extraction procedures
- h. Compresses





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- i. Ampoule treatments
- j. Masks – adsorbent and absorbent
- k. Massage of face, neck, décolleté, hands and arms
- l. Protocols and procedures for different treatments
- m. Effects and contra-indications of procedures
- n. Manual facials and treatments
- o. Machine, electrical facials and treatments
- p. Safety measures for treatments

#### **Specialty and other treatments:**

- a. Lash and brow tinting
- b. Teeth Whitening
- c. Sweat Sauna
- d. Pressure point techniques
- e. Specialized anti-aging treatments

#### **Body and other treatments – minimum of 20 hours**

- a. Body treatments
- b. Body wraps
- c. Lymphatic brushing and salt exfoliation
- d. Client intake and contraindications
- e. General procedures and safety measures
- f. Effleurage and related movements and manipulations of the body

#### **Hair removal (temporary removal of superfluous hair) – minimum of 50 hours**

- a. Types of hair removal
- b. Methods of epilation and depilation
- c. Contraindications of waxing
- d. Pre/post care
- e. Sugaring theory and techniques
- f. Wax types
- g. Tweezing

Detox and Superfoods  
Essential Oils for Skin Care  
Makeup Application and Color Theory  
Nutrition and Detoxification/Nutrition II and Superfoods  
Skin Disorders and Diseases  
Practical kit review

#### **Certifications and Workshops**

**Certifications:** Esthetician License, Trale Beauty Equipment, Milady  
RISE, Light Therapy





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### Program Objective:

This 750-hour program takes from 7 months (full-time) to 12 months (part-time) to complete and will provide the student with the knowledge and technical skills required by current industry standards to seek employment as an esthetician or establish their own business. Students completing this course will be granted a Trale Beauty Inc. Diploma, and be eligible to take the Texas Board Esthetics Examination, which is required to receive an esthetician license.

### Methods of Instruction:

The school employs a variety of teaching methodologies and training aids (textbooks, workshops, films, PowerPoint presentations, Zoom lectures, online platforms, and other audio-visual aids, etc.) in addition to guest lecturers to provide the best possible training. The school also provides for extensive hands-on practical training.

\*\* No more than 25% of esthetics training is done on a mannequin. Distance education may not designate more than 25% of the total hours in each course as theory hours.

Students must have access to a device with webcam capabilities and have basic computer skills and knowledge, as portions of the curriculum are completed online, and some portions may be partially or completely attended remotely.

**Facilities:** Our campus provides over 1,000 square feet for instruction and hands-on training. There is adequate amount of space for administration, classrooms, dispensary and clinic area. There is a spacious break room/ student lounge. The student lounge areas are equipped with refrigerators, microwaves, and lockers. There is also a reception area with skin/body care products.

The maximum class size does not exceed 10 students, with an average student to teacher ratio of 14.

**Equipment:** Trale Beauty Academy maintains the following equipment and amenities for the purpose of instruction:

4 complete training stations	5 steamers	10 microneedle pens	1 Skin Scanners
1 wax training room	3 mag lamps	2 hand paraffin	
1 theory/training rooms	2 wax warmers	3 microderm machines	2 facial paraffin
3 private treatment rooms	1 Ultrasonic machines		
2 hot towel cabbies	2 waxing trolleys	2 spray tan guns	
2 UV sterilizers	2 waxing beds	3 high frequency	2 sink/sanitation areas
1 LightStim Professional Panel Light			







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## REQUIREMENTS OF ADMISSION

This training program is open to any male or female who meets the following requirements:

1. Must be at least 17 years old.
2. Possess a high school diploma or GED. A copy must be provided prior to enrollment.
3. **Complete pre-evaluation form.** The form is provided with the application materials.
4. **Submit an Essay** – a 250 word typed essay, addressing the following areas:
  - **Reflect upon your personal and professional history. How has this influenced your growth and contributed to your decision to join the esthetics field?**
  - **How do you view yourself and what do you value most about yourself? What are your goals, dreams and visions for the future?**
5. Complete school application, submit documents

Payable by cash, check, or money order, Visa, MasterCard, Discover, and American Express

Tuition	\$9,000.00
Enrollment	\$1800
Catalog Packet	
Kit & Equipment	
Application fee & Permit fee	\$100
Trale Beauty Machine (optional)	\$3,000
Total	\$10,900.00

Amounts due are as follows:

- Two weeks prior to first day of class (includes training materials)
  - Remaining balance due UPON completion of course
- A monthly payment of \$1285 is due every 15th of the month  
A minimum of \$575 being due.

### Training Materials Include:

Trale Beauty Inc. Skin Care Program Reference Guide, Milady's Standard Foundations w/Milady Standard Esthetics, Milady CIMA(eOnline), Trale Beauty Inc. Equipment manual and Duo machine, eyebrow grooming set, practice esthetics mannequin, 4-piece BT Gear kit, bookbag, nametag.

**Included in Tuition:** Esthetician License. Trale Beauty Equipment Certification, PCA Training & 57 additional hours of advanced education, mentoring services upon completing program. The tools & skillset to succeed in the beauty industry.

\*\$15 Membership and insurance with Associated Skin Care Professionals (ASCP) non-refundable(coming soon)

Tuition, fees, and training material costs are subject to change. For questions regarding admissions call Troyell at 972-241-4170





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## RULES AND REGULATIONS

### **Cancellation and Refund Policy:**

If the student cancels his/her contract in writing within three business days of the signing of this contract, student shall be entitled to full refund of the enrollement fee. If the student cancels his/her contract more than three business days after signing this agreement but prior to the course start date, the student shall be entitled to a partial refund in the amount of \$800 of the enrollment fee. The application fee is solely applicable to the class for which the student originally registered.

Once a student begin to clock hours, no enrollement fee or tuition reimbursement is allowed.

If a student withdraws or is expelled from the program for any cause prior to completion of 80 scheduled instruction hours, Trale Beauty Inc. will retain one-half (1/2) of the total tuition. After 80 scheduled class hours, no refund will be issued, and tuition will be owed in full. There will be no refund for training materials and equipment provided to the student at the time of termination or withdrawal.

### **Financial Aid:**

Trale Beauty Inc. does not offer financial aid. Trale Beauty Inc. does not offer credit for prior related education. Trale Beauty Inc. does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance.

### **Graduation Requirements:**

Students will receive a diploma from Trale Beauty Academy upon the successful completion of the 750-hour course; full payment of tuition, make-up hours and associated charges; achievement of a minimum grade of 76% on all written and practical exams, completion of all homework and projects, and achievements.

Students who have graduated from the 750-hour program are eligible to take the Texas Board Examination to receive an esthetician's license.

Should the student withdraw or be terminated from the course prior to completing the full 750 hour program, Trale Beauty Inc. will not be obligated to report or certify the student's actual hours completed to the Examining Board for esthetician licensing. The course is considered incomplete and does not qualify the student to take the Texas licensing examination.

### **Online Learning:**

As part of our curriculum, we incorporate learning objectives by utilizing the online environment for students.

Student must have access to a device with webcam capabilities and have basic computer skills and knowledge, as portions of the curriculum are completed online, and some portions may be partially or completely attended remotely.





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### **Attendance & Absences:**

All students are expected to attend class on time. According to state regulations, when a student is tardy 6-15 minutes they will automatically lose 15 minutes on their timecard for that day. Lectures and special demonstrations cannot be duplicated for absentees. Repeated tardiness and early departure from class is unacceptable and may result in dismissal. Hours missed are cumulative and any absences over 30 hours will be charged at the rate of \$27.00 per hour for make-up time. If a student misses more than 50 hours they will forfeit their diploma and at 60 hours they will be expelled. A request for leave must be done in writing. A complete copy of the school's policies and procedures is provided to each student on the first day of class.

### **School Closures:**

If we are required to close during school hours due to inclement weather and/or our determination of public safety, we do require that all hours be made up but will not be financially charged. In the case of determination of public safety, if deemed necessary in the instance, we will require proof of testing to return to school grounds. In the case of inclement weather, each class will be notified of school plan.

### **Make-up Time:**

If students are absent, they will not be able to make up time during the session they are enrolled. Make up hours will be offered by your instructor during another class session. Our staff will do all that is possible to help students complete make up hours in a timely fashion before graduation, but it is not guaranteed. Make-up time for instruction missed will be charged to the student at \$27.00 per hour after more than 30 hours have been missed.

### **Students Working on Students:**

Trale Beauty Academy is a hands-on environment. Students need to work on each other in a practical setting in order to learn and perfect their trade. All students are required to participate in every practicum taught, including facials, peels, body treatments, massage, waxing, and sugaring. If the student is unable or unwilling to participate, the student will be sent home for the day and forfeit those hours. This time must be made up.

### **Students Working on Clients**

Students will start seeing clients after approximately 8-10 weeks of practicing on each other. Trale Beauty Inc. offers students the opportunity to work on real clients in a spa setting, gaining real-world experience. Each class will have approximately 100 – 120 client rounds scheduled during the term. Students are expected to treat this as career training and are expected to follow all client confidentiality protocols. Client rounds will consist of the full menu of services offered at Trale Beauty Inc.. Treatments must follow the Trale Beauty Academy's protocols.

**NOTE:** during COVID-mandated protocols, client rounds are not possible. Students will work on each other and exchange with other classes until such time as the student clinic can reopen.

### **Grading, Testing and Final Exam:**

Students will receive a grade in both their theory and clinic work. Grades will be measured at the midterm and the final for the 750-hour program. Students must maintain a minimum of 76% in all areas of testing in order to graduate. Theory and practical tests are scheduled on a regular basis and must be passed with a minimum score of 76%. The final examination consists of a full day practical exam and a written theory exam. The practical exam is given by an instructor in person and includes oral questions. The theory exam consists of a series of questions requiring multiple choice and essay style answers. Students have three hours to complete the theory exam; however, students with English as their second language will be given extra time.





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### **Satisfactory Progress Policy:**

To be considered as making satisfactory progress toward a diploma, Students must maintain a minimum of 76% in all areas of testing as well as proceed through the course at a pace leading to completion within the specified time frame in order to graduate. For purposes of determining satisfactory progress, the student is continually evaluated for academic and attendance progress.

### **Appeal Process:**

The student may appeal the determination of unsatisfactory progress based upon extenuating circumstances. In such cases, the director of education may determine that the student is making satisfactory progress toward his/her diploma despite the failure to conform within the time frame or minimum grade average.

### **Professionalism / Dress Code:**

Students must purchase Trale Beauty Inc. approved uniform tops and uniform pants, details will be given at registration. Uniform should be black in color. & you must wear badge all the times. Footwear required is black, full coverage, rubber-soled professional shoes; Dansko style shoes or sneakers are preferable. Face masks must worn be during client rounds; students can bring their own masks, but masks must be SOLID with no print, design, decoration, or wording. Long hair must be pulled back. Nails must be short, natural, and unvarnished. No lash extensions for the first 60 scheduled class days of the course, (approximately three months). The complete dress code is given in detail on first day of class.

### **Personal Hygiene:**

Attention to personal hygiene, personal appearance and deportment is essential at all times.

### **Conduct:**

Students are required to comply with the school's rules and regulations. Failure to do so may result in dismissal. Students must attend classes regularly and in a timely fashion. Instruction and practical assignments must be pursued diligently, and daily homework is to be expected, an average of 76% must be maintained at all times in order to remain in the program. Conduct unbecoming to the student or a reflection upon the reputation and welfare of the school may result in dismissal. Any student using alcohol or drugs, cheating, stealing, bullying, harassing other students, racial, religious, or gender discrimination, damaging, or defacing school property, or insubordination to any staff member of Trale Beauty Inc. will be subject to a fine and immediate termination.

Students are expected to observe silence during clinic and workshop times. Unnecessary conversation or noise is not allowed. Please always project your best possible posture and professional appearance. This is a vocational school and you are being trained for a job. Part of that training is helping you acquire good working habits and maintaining a professional appearance.

### **Termination:**

Students are expelled if cumulative absences reach 60 hours. Lack of professionalism or insubordination can result the student being sent home for the day, suspension for one to five days, or in immediate dismissal. The following behaviors fall under this category: use of alcohol or drugs, cheating, stealing, bullying, harassment, racial, religious, or gender discrimination, damaging or defacing school property, verbal or physical altercations with other students, clients, or staff, or insubordination to any staff member of Trale Beauty Inc. Other violations to school policies such as: dress code violations, attendance, completion of required assignments, etc., requires three documented warnings before student is terminated.





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Students who are terminated are subject to the school refund policy. Instructors may choose to suspend students for a period of one to five days in addition to, or in lieu of, any warning. Any suspension will be added to the total missed hours and must be made up accordingly. A complete copy of the school's policies and procedures are provided on the first day of school.

Disciplinary consequences are as follows:

1. 1st warning
2. 2nd warning
3. Final warning
4. Dismissal

**Access to student files:**

Students may access and review their file within 24 hours of written notice to the director of admissions and with a staff member present. Student files do not leave the premises and are considered school property.

**Temporary Leave of Absence:**

If it is not possible for the student to complete the course of instruction by the class completion date due to medical or other emergency, the student may submit a written request to the Director of Education for a temporary leave of absence. A leave of absence may be granted at the discretion of Trale Beauty Inc. If granted, the student will be allowed to begin a subsequent class within one year of the date of the first day of the leave. It is the student's responsibility to contact the school during the allowed time frame to re-register for class. If the student does not enroll in a new class within that period, the student will be deemed to have withdrawn from the program and the refund policy set forth above will apply.

**Sanitation:**

Students are responsible for the cleanliness and tidiness of their allocated work area to include: sanitizing equipment and tools and proper use and storage of linen and chemicals. Student tools and stations must be clean and sanitized at all times.

**Student Breaks:**

Full-time students have a non-credit, 30-minute lunch break. Part-time students have a 15-minute credited break during the week. Students may not leave for break until the instructor announces the break time.

**Visitors:**

Visitors are allowed in the reception area only. Classes will not be interrupted except for an emergency.

**Telephone Calls:**

Students are permitted to use the break room to take phone calls at the school on an emergency basis only. Personal calls are to be conducted during class breaks or the lunch break. Cell phones are to be turned off during class time and kept inside lockers. Cell phones are not allowed on the clinic floor at any time.

**Student Parking:**

Student/ Members parking is available at no charge. We encourage ridesharing to help with congestion and the environment.





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**Smoking and Vaping:**

Smoking and vaping are absolutely not allowed on school premises, including cars, at any time. Students who disregard this policy will be dismissed for the day, and those hours will be added to their missed time.

**Student Housing:**

There is no student housing available. We can provide a list of local apartment referrals upon request. Please contact the Director of Admissions for a list of apartments.

**Class Size:**

Class size is limited to 5 students per instructor with the average class size being 3 students.

**Employment Assistance:**

Trale Beauty Inc. has become very well-known and respected through its tenure. Prospective employers frequent our facility routinely inquiring about our graduates. We make every effort to assist students in their search for positions that meet their goals and aspirations. Trale Beauty Inc. also look first at their graduates for in house opportunities as well. We post employment opportunities and resources, teach classes on how to set up your own business, marketing, and resume preparation but the school does not guarantee employment.

**Trale Beauty Inc. CODE OF ETHICS**

- The Trale Beauty Inc.'s principal objective is to train qualified estheticians to render the best possible service to patrons.
- We strive continuously to improve our operation in order to keep abreast with the ever-changing developments and new techniques in the skin care industry.
- We observe all rules and regulations issued by the Texas Department of Licensing and Regulations as well as the Texas Department of Health.
- We encourage our instructors to keep abreast of the latest teaching methods of skin care by reading educational books and attending teachers' refresher or advanced courses, workshops and trade shows.
- The school takes part in educational conferences and regional meetings to advance the esthetics profession.
- The school purchases only high-grade standard equipment and supplies to be used for instruction of our students.
- The Trale Beauty Inc. maintains honest and fair relationships with our staff, students, patrons, the Texas Examination Board and other schools.
- We advertise truthfully and make honest representation to our students.
- Trale Beauty Inc. refrains from any advertisement or criticism, which might reflect unfavorably on the other schools and the esthetics profession.
- The school does not recruit students already attending or admitted to another school offering a similar program of study.

**Non-Discrimination Clause:**

Trale Beauty Inc. does not discriminate on the basis of sex, race, color, religion, age, gender or ethnicity in the educational practices, admissions, instruction, graduation policies and other activities that it operates and is prohibited from discrimination in such manner by the law. This practice and requirement of non-discrimination also extends to the employment of the school and the admission of students to prohibit their activities operated by the school.





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#### **Religious Accommodation:**

Trale Beauty Academy will make good faith efforts to provide reasonable religious accommodations to students who have sincerely held religious practices or beliefs that conflict with a scheduled course/program requirement. Students requesting a religious accommodation should make the request, in writing, directly to their instructor within the first two weeks of the beginning of the course and provide specific dates the student requests an accommodation. Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed hours. Students are responsible for obtaining the materials and information provided during any class missed. The student shall work with the instructor to determine a schedule for making up missed hours and work. The student will be required to work some weekend days. If the student cannot be in on a Saturday, they will be permitted to make up that time on a Sunday. Trale Beauty Inc. will also work with the student to reschedule an exam or give a make-up exam if accommodations need to be made.

#### **Privacy Act:**

Adult students, parents of minor students and parents of tax-dependent students have the right to inspect, review and challenge information contained in their education records. Education records are defined as files, materials and documents that contain the information directly related to a student and maintained by the school. Students are not entitled to inspect the financial records of their parents. Written consent is required before education records may be disclosed to third parties with the exception of accrediting commissions or governmental agencies so authorized by law. Schools may also disclose, without consent, "directory information" such as student's name, address and phone number of student, date and place of birth, honors and awards and dates of attendance. However, the school must tell parents and students of the information that is designated as directory information and provide a reasonable amount of time to allow the parent of eligible student to request that the school not disclose that information about them. Please note: The Trale Beauty Inc. maintains student records for a period of five years.

#### **Terms and Conditions:**

The terms, conditions and school calendar of this catalogue are subject to change. Please call the Director of Admissions at **972-241-4170** to verify that all the above information is accurate.

#### **Resolution of Disputes by Arbitration:**

Nothing in this policy prevents the student from contacting the Department of Licensing at any time with a concern or a complaint. At the election of Trale Beauty, Inc. dba Trale Beauty Academy, any claims arising out of this agreement shall be resolved by binding arbitration.

#### **State Exam Application Fee:**

If students do not complete scheduling exams during group time. Students will be responsible for mailing or delivering their own practical and written exam applications and fees to the Department of Licensing in Austin. The application can be downloaded from the TDLR website.

#### **Written and Practical Examination Requirements:**

Texas has a written and practical examination requirement. Please consult with the Director of Education regarding the specifics of the testing procedures, fees and locations. In addition, (833) 333-474





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### **Class and Scheduling Options**

**All classes are 750 hours with classes ranging from 7 – 12 months in length**

**For questions regarding class start dates and times, contact [experts@tralebeauty.com](mailto:experts@tralebeauty.com) or check the website at [www.tralebeauty.com](http://www.tralebeauty.com).**

We offer many different options to help you complete the program such a hybrid and in person. Hybrid programs allow flexible hours to accommodate your needs. The hybrid programs consist of Google Meet meetings combined with practical training classes start in Spring, Summer, Fall, and Winter

Classes are offered Monday – Friday and with some required weekend days. A complete calendar will be furnished prior to class.

**Day classes meet on average 18 days per month / Evening classes meet on average 14 days per month**

## **OBSERVED HOLIDAYS/SCHOOL CLOSURES**

**New Year's Day**

**Martin Luther King Day**

**President's Day**

**Easter Sunday**

**Memorial Day (3-day holiday)**

**Independence Day**

**Summer Break (1 week in August)**

**Labor Day (3-day holiday)**

**Thanksgiving Day (4-day holiday)**

**Christmas Eve to January 2nd**

#### **Please Note:**

The maximum clock hours given per day for day classes is 6 hours, Saturdays are 8 hours. There is a 30-minute non-credited lunch break during the week, 45 minutes on Saturdays/Sundays. The maximum clock hours given for the evening classes is 4.25 hours. Saturdays and Sundays are 8 hours. There is a 45-minute, non-credited lunch break on the weekends. The hours must be completed during the class the student is initially registered.

Class schedules and times are subject to change.

Scheduled client rounds and hours of operation vary

**For questions regarding admissions call Troyell Lewis at 972-241-4170**

**Catalog certified as true and correct for content and policy.**





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Please complete the Pre-Evaluation form below.

First	MI	Last
Street Address		
City	State	ZIP
Home Phone	Cell Phone	Email
Date Of Birth	SSN#	

Are you a U.S. Citizen?

Circle One Below

Yes No

Have you ever been convicted of a felony?

Circle One Below

Yes No

### Emergency Contact Information

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Phone \_\_\_\_\_

### Secondary Education:

*A copy of high school diploma or GED must be submitted prior to enrollment.*





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☐ High School Graduate – Year \_\_\_\_\_

☐ GED – Year \_\_\_\_\_

**I have completed the following postsecondary education: (Check all that apply)**

☐ Some college

☐ Bachelor's degree

☐ Certificate program at community college

☐ Master's degree

☐ Private career school certificate/diploma

☐ Private career school certificate/diploma

☐ Associate degree

☐ Other: \_\_\_\_\_

**List the name and location of the post-secondary institution(s) you attended:**

\_\_\_\_\_

**Are you currently employed? (Choose one)**

☐ Yes, 35+ hours/week

☐ Yes, less than 35 hours/week

☐ No, not currently

☐ Retired

**Please complete the following:**

How did you hear about Trale Beauty Inc.? \_\_\_\_\_

When would you like to begin your training? \_\_\_\_\_

Do you have any conditions, which may influence your ability, or may require special adaptation, to complete your training or your effectiveness as a licensed esthetician?

\_\_\_\_\_

\_\_\_\_\_

I certify that all statements on this application and accompanying documents are complete and true. I understand that submitted materials will not be returned or duplicated.

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





TRALE  
BEAUTY ACADEMY

Referrer's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Referrer's Name (please print): \_\_\_\_\_

Institution or Agency: \_\_\_\_\_

Current Title/Position: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

