

# Le Melange

Academy of Hair & Esthetics

## STUDENT ADMISSION APPLICATION

TODAY'S DATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
FIRST LAST MIDDLE INITIAL

ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE (\_\_\_\_) \_\_\_\_\_ CELL PHONE (\_\_\_\_) \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ AGE: \_\_\_\_\_ SEX:  FEMALE  MALE

SOCIAL SECURITY #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DRIVERS LICENSE #: \_\_\_\_\_ STATE: \_\_\_\_\_

ETHNICITY (PLEASE CHECK ALL THAT APPLY)

AFRICAN AMERICAN  NATIVE AMERICAN  ALASKAN NATIVE  ASIAN  
 CAUCASIAN  HISPANIC  RUSSIAN  OTHER (SPECIFY): \_\_\_\_\_

ARE YOU A U.S. CITIZEN?  YES  NO

IF NO, ARE YOU AN ELIGIBLE NON-CITIZEN?  YES  NO

EMERGENCY CONTACT PERSON: (MANDATORY)

NAME: \_\_\_\_\_ RELATIONSHIP:  PARENT  SPOUSE  FRIEND  
 OTHER (SPECIFY): \_\_\_\_\_

PHONE (\_\_\_\_) \_\_\_\_\_ CELL PHONE (\_\_\_\_) \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CHECK WHICH PROGRAM YOU ARE APPLYING FOR:

COSMETOLOGY (HAIR, ESTHETICS, NAILS)  ESTHETICS (SKIN, SPA)

ARE YOU APPLYING FOR:  FULL TIME  PART TIME  NOT CERTAIN

DO YOU HAVE PRIOR HOURS RELATED TO THIS INDUSTRY THAT YOU WISH TO TRANSFER INTO OUR PROGRAM?  YES  NO

IF YES, LIST INSTITUTION NAME \_\_\_\_\_  
PROGRAM \_\_\_\_\_ NUMBER OF HOURS \_\_\_\_\_

**EDUCATION**

DO YOU HAVE PROOF OF RECEIVING A HIGH SCHOOL DIPLOMA OR GED?  YES  NO  
IF NO, YOU WILL NEED TO OBTAIN AN OFFICIAL TRANSCRIPT FROM YOUR SCHOOL OR  
EDUCATIONAL FACILITY. LE MELANGE IS NOT RESPONSIBLE FOR VERIFYING THIS  
INFORMATION FOR YOU.

PLEASE CHECK ANY ADDITIONAL EDUCATION THAT YOU HAVE  
COMPLETED BEYOND HIGH SCHOOL:

- NONE  SOME COLLEGE  VOCATIONAL/TECHNICAL  ASSOCIATES DEGREE
- OTHER \_\_\_\_\_

NAME OF LAST SCHOOL ATTENDED: \_\_\_\_\_  
CITY/STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
DATES ATTENDED: \_\_\_\_\_

**EMPLOYMENT**

PLEASE LIST YOUR RECENT EMPLOYER:

EMPLOYER NAME: \_\_\_\_\_  
DATES OF EMPLOYMENT: FROM \_\_\_/\_\_\_/\_\_\_ THROUGH \_\_\_/\_\_\_/\_\_\_  
YOUR JOB TITLE: \_\_\_\_\_

ARE YOU RECEIVING UNEMPLOYMENT, WELFARE, SOCIAL SECURITY, AFDC OR TANF?  
 YES  NO

WILL ANY OF THESE OUTSIDE ORGANIZATIONS PROVIDE TUITION ASSISTANCE IN ANY FORM  
SUCH AS DEPOSIT FEE ASSISTANCE OR TUITION ASSISTANCE?  YES  NO  
IF YES, PLEASE PROVIDE THE FOLLOWING:

ORGANIZATION NAME: \_\_\_\_\_  
CASEWORKER NAME: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

MARITAL STATUS:  MARRIED  SINGLE NAME OF SPOUSE \_\_\_\_\_

DO YOU HAVE ANY DEPENDANTS?  YES  NO  
HOW MANY DEPENDANTS DO YOU HAVE? \_\_\_\_\_  
AGE(S) OF DEPENDANTS(S): \_\_\_\_\_

**PHYSICAL HEALTH AND/OR ABILITY INFORMATION**

(PLEASE CHECK ALL THAT APPLY)

- NONE  SPEECH IMPAIRED  VISUALLY IMPAIRED  PHYSICAL HANDICAP
- LEARNING DISABILITY  OTHER IMPAIRMENTS: \_\_\_\_\_

**\*MUST PROVIDE DOCUMENTATION**

DO YOU HAVE ANY ACUTE ALLERGIES?  YES  NO IF YES, PLEASE LIST: \_\_\_\_\_  
ARE YOU CURRENTLY TAKING ANY MEDICATIONS?  YES  NO  
IF YES, PLEASE LIST: \_\_\_\_\_

PLEASE LIST ANY PHYSICAL OR PSYCHOLOGICAL REASONS THAT WOULD LIMIT OR PROHIBIT  
YOU FROM GIVING AND/OR RECEIVING SERVICES RELATED TO THE PROGRAM  
THAT YOU ARE APPLYING FOR. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER CANCELLED ENROLLMENT AND/OR BEEN TERMINATED FROM AN EDUCATIONAL OR TRAINING PROGRAM? (PLEASE WAIT TO INITIAL IF YOU ARE UNSURE AND WOULD LIKE TO DISCUSS THE IMPLICATIONS OF THE QUESTION.)

YES  NO

INITIAL \_\_\_\_\_

IF YES, PLEASE EXPLAIN \_\_\_\_\_

DO YOU UNDERSTAND THAT LE MELANGE ACADEMY OPERATES UNDER A SPECIFIC ATTENDANCE SCHEDULE AND THAT BY ENROLLING INTO A PROGRAM YOUR ATTENDANCE WILL BE MONITORED AND EXPECTED ON A DAILY BASIS?  YES

INITIAL \_\_\_\_\_

PLEASE READ: BY INITIALING THE ABOVE QUESTION YOU ARE DEMONSTRATING AN AWARENESS THAT POOR ATTENDANCE CAN AND WILL RESULT IN FINANCIAL AND/OR EDUCATIONAL PENALTIES.

LE MELANGE ACADEMY OPERATES UNDER A DRUG FREE POLICY. STUDENTS ARE FORBIDDEN TO ATTEND CLASS UNDER THE INFLUENCE OF ANY DRUGS OR ALCOHOL. WILL YOU BE ABLE TO ABIDE BY THAT POLICY?  YES

INITIAL \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR, OTHER THAN A MINOR TRAFFIC VIOLATION?  YES  NO

INITIAL \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF POSSESSING OR SELLING ILLEGAL DRUGS?

YES  NO

INITIAL \_\_\_\_\_

IF YES, TO EITHER A FELONY OR A DRUG RELATED OFFENSE, PLEASE PROVIDE DATE AND DESCRIPTION OF CONVICTION. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**\*FAILURE TO NOTIFY THIS ACADEMY ABOUT FELONY OR DRUG CONVICTIONS CAN AND WILL EFFECT YOUR ABILITY TO OBTAIN A STATE LICENSE AND/OR FINANCIAL AID.**

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DURING THE ENROLLMENT PROCESS YOU MAY BE REQUIRED TO ATTEND A MANDATORY INTERVIEW. PLEASE PROVIDE US WITH AT LEAST TWO DAYS AND TIMES THAT YOU WOULD BE AVAILABLE, SHOULD THE INTERVIEW BE REQUIRED OF YOU (EXAMPLE: THURSDAYS AFTER 2 PM AND WEDNESDAYS AT NOON).

1. \_\_\_\_\_

2. \_\_\_\_\_

IN ORDER TO ENROLL IN LE MELANGE ACADEMY YOU MUST BE ABLE TO PROVIDE THE SCHOOL WITH A DEPOSIT (MUST BE PAID BEFORE YOU SIGN A LE MELANGE CONTRACT).

INITIAL \_\_\_\_\_

**FINANCIAL AID**

ARE YOU INTERESTED IN RECEIVING FINANCIAL AID?  YES  NO

DO YOU REALIZE THAT FINANCIAL AID IS BOTH GRANTS (IF ELIGIBLE) AND STUDENT LOANS?  
 YES INITIAL\_\_\_\_\_

IS THERE A REASON WHY YOU WOULD NOT TAKE OUT STUDENT LOANS?  YES  NO  
IF YES, PLEASE EXPLAIN:\_\_\_\_\_

TO APPLY FOR FINANCIAL AID YOU WILL NEED TO PROVIDE:  
 CURRENT 1040 TAX FORMS  CURRENT W2 FORMS  
YOU WILL NEED TO SUPPLY THESE FORMS FOR YOU AND/OR YOUR SPOUSE OR YOUR PARENTS  
DEPENDING ON YOUR DEPENDENCY STATUS.

DO YOU FORSEE A PROBLEM OBTAINING THESE FORMS?  YES  NO  
IF YES, PLEASE EXPLAIN:\_\_\_\_\_

HAVE YOU EVER RECEIVED FINANCIAL AID AT ANOTHER INSTITUTION?  YES  NO  
IF YES, PLEASE SPECIFY INSTITUTION:\_\_\_\_\_

TYPE OF PREVIOUS FINANCIAL AID RECEIVED:  PELL GRANT  STUDENT LOAN  
 OTHER:\_\_\_\_\_

ARE ANY STUDENT LOANS OUTSTANDING?  YES  NO  
IF YES, SPECIFY LOAN TYPE:\_\_\_\_\_

ARE YOU ELIGIBLE FOR VA (VETERANS) BENEFITS OR THE GI BILL?  YES  NO

I CERTIFY THAT THE ABOVE LISTED INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY  
KNOWLEDGE.

APPLICANT SIGNATURE:\_\_\_\_\_ DATE:\_\_\_\_\_

# IMPORTANT INFORMATION ABOUT ENROLLMENT AT LE MELANGE ACADEMY

Le Melange Academy provides the highest level of education for students that desire a successful career in the beauty industry.

Because our standards for excellence are high, we select students that are goal oriented and serious about receiving training and gaining invaluable practical experience.

During the enrollment process, we determine if you are the ideal fit for our academy with a rating system that evaluates your overall attitude, punctuality, and ability to follow instructions by bringing in required paperwork and reading your admissions materials.

To help guide you through this process, the admissions representative is here to answer questions you may have about the paperwork and other enrollment requirements.

At all times, you are responsible for meeting every enrollment requirement. This means reading and understanding all materials, providing all required paperwork, and attending all scheduled admissions appointments. If unable to keep any scheduled appointment, you must call in advance to reschedule.

Once you have met with the financial advisor, you may pay a deposit to hold your spot in the program. The deposit does not guarantee your acceptance for enrollment rather it serves as your space-holder.

After review of your file, you may be requested to attend a mandatory interview with a member of the administrative department. This meeting is to determine if enrollment at Le Melange Academy is the ideal fit for your career path by asking a deeper level of questions.

Once the enrollment process is completed, you will be notified of your acceptance status within 24 hours (except on weekends). If you have been accepted, we will then process your check or credit card deposit.

# *Le Melange*

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Academy of Hair & Esthetics

LEMELANGEACADEMY.COM (707) 257-7767

# ENROLLMENT FAQ SHEET

**Q: When may I pay my enrollment deposit?**

A: You may pay your deposit only after you have met with the financial advisor.

**Q: What paperwork do I need to complete to enroll?**

A: All the forms and information on the required documents sheet.

**Q: Do I need to have a high school diploma or G.E.D.?**

A: Yes, especially if you are interested in applying for financial aid, you will need a high school diploma, or G.E.D.

**Q: I do not live with my parents, am I still a dependant?**

A: If you are under the age of 24, not married, have no children of your own, are not in the armed forces, and are not an orphan, you are considered a dependant regardless of whether or not your parents claim you on their taxes. If you are not sure of your dependency status fill out Step 3 in the FASFA form. If you answer NO to the questions in that section and it tells you to go to Step 4 you are a dependant. We will then need your parent's tax information to complete the financial aid process.

**Q: What if I do not have a copy of my social security card or diploma?**

A: You cannot meet with the financial advisor until you bring in all required documents. You will need to apply for a new social security card at the social security administrative office. If you have lost your high school diploma you will need to bring in an official high school transcript in the original sealed envelope. Faxed or open transcripts will not be accepted.

**Q: How quickly do classes fill up?**

A: There is no way for Le Melange Academy to determine how quickly the classes are going to be filled. The best way to ensure that you will get into the class that you want is to get all required paperwork in quickly. There is never a guarantee that anyone will get into a class until they have gone through the entire enrollment process and paid their deposit.

**Q: How do I know what classes are available?**

A: A Le Melange Academy representative will provide you with a list of the available classes during your admissions appointment. We do not call to inform anyone when a class fills; you must contact the admissions office directly to inquire about availability.

**Q: Do I need a co-signer?**

A: Co-signers are not required for your student loans. If your credit is questionable, a co-signer may be required. There is a \$20 fee for every credit report ran for potential co-signers. Ask your financial advisor if you have further questions.

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# FINANCIAL AID OVERVIEW

## GET AN EDUCATION. GET A TAX BREAK.

The taxpayer Relief Act of 1997 can help you put money back in your pocket. Your tax consultants will have the details. See if the following pertain to you:

### HOPE SCHOLARSHIP CREDIT

Taxpayers can claim a non-refundable credit against federal income taxes for EACH student in the taxpayer's family enrolled at least half-time in one of the first two years of post-secondary education in a program leading to a certificate, degree or other recognized educational credential.

### LIFETIME LEARNING CREDIT

Taxpayers can claim a non-refundable Lifetime Learning Credit against federal income tax for qualified tuition and related expenses of the students in the taxpayer's family who are enrolled in eligible educational institutions.

Le Melange Academy will report information to the IRS on all students enrolled for the tax year. A student's social security number (SSN) is the key to reporting, to ensure that accurate and complete information is provided to the IRS, Le Melange Academy must have a SSN for each student enrolled.

Questions related to your tax situation should be addressed directly to the IRS or your tax consultant or accountant.

Information on the HOPE scholarship and Lifetime Learning Credits can also be found on the U.S. Department of Education website at: [www.ed.gov/offices/ope/ppi/hope](http://www.ed.gov/offices/ope/ppi/hope).

## FINANCIAL AID PROCESS

Within 24 – 48 hours of your financial appointment, you will be notified of your acceptance status. If you have been accepted, we will then process your check or credit card deposit. If you are required to attend a one-on-one interview, your deposit will be held until an outcome is determined. If it is determined that Le Melange Academy is not the best fit, your deposit will be refunded in full.

Once accepted for enrollment and your initial deposit has been processed, you will be scheduled an appointment to finalize aid, sign the enrollment contract and receive a student handbook.

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# FINANCIAL AID OVERVIEW

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Education today – and especially good education – can be more expensive than many people can afford without assistance. Le Melange Academy does not want the cost of tuition to interfere with you receiving the highest possible quality training in cosmetology and esthetics. Therefore, we provide a variety of tuition payment options, including state and federal student aid resources such as Pell grants, student/parent loans, and scholarships.

Title IV Funding (Federal Pell Grants, Federal Direct Stafford Student Loans, and PLUS Loans) are considered the primary source of financial aid.

**Federal Grants:** Funds that are not paid back. Issued to eligible students based on financial need, income, and the number of members in a family.

Direct Subsidized Loans and Direct Unsubsidized Loans are available to students attending Le Melange Academy. The lender of both loans is the U.S. Department of Education.

**Subsidized:** Based on financial need as determined under federal regulations. Loan does not accumulate interest while you are attending school, during the six-month grace period, or during deferments.

**Unsubsidized:** Not based on family income. Interest is charged the day the loan is credited to the account. You may begin to pay the interest while you are in school, during the grace period, or during deferment. You also have the option of capitalizing the interest.

For qualifying Le Melange Academy students, we also offer vocational rehabilitation

## SCHOLARSHIPS & GRANTS

The following list of websites has been compiled to aid students in accessing external scholarships and grant information.

[www.absolutelyscholarships.com](http://www.absolutelyscholarships.com)

[www.college-scholarships.com](http://www.college-scholarships.com)

[www.collegenet.com](http://www.collegenet.com)

[www.joefrancis.com](http://www.joefrancis.com)

[www.gocollege.com/goscholarships.com](http://www.gocollege.com/goscholarships.com)

[www.supercollege.com](http://www.supercollege.com)

[www.scholarship-page.com](http://www.scholarship-page.com)

[www.fastweb.com](http://www.fastweb.com)

[www.finaid.org](http://www.finaid.org)

[www.freschinfo.com](http://www.freschinfo.com)

[www.beautyschoolscholarships.com](http://www.beautyschoolscholarships.com)

[www.srnexpress.com](http://www.srnexpress.com)

[www.students.gov](http://www.students.gov)

[www.wiredscholar.com](http://www.wiredscholar.com)



# DOCUMENT & FINANCIAL AID CHECKLIST

**ENROLLMENT DOCUMENTS:** ALL documents must be turned into the admissions representative before you will be given an appointment with the financial advisor.

- Enrollment Application
- Picture ID (drivers license, passport, military id)
- Social Security Card (must be signed)
- High School Diploma/GED/Official High School transcript
- Alien Documentation (Green Card, Permanent Resident Card) (if required)

## **Transfer Students:**

- Student Transfer Form
- Proof of Training Documents from your previous school

**FINANCIAL AID DOCUMENT:** Enclosed in this packet is the form you need to apply for financial aid. You must complete the following form before you will be given an appointment with the financial advisor.

- 2014/2015 FAFSA (Free Application for Federal Student Aid) Use your income/taxes to complete. If applicable, complete parent information and have parent sign.

**FINANCIAL AID DOCUMENTS (at appointment):** You must complete and/or bring the following items to your first appointment with the financial advisor.

- Co-Signer-Required if you do not have at least three years of established good credit. Your selected co-signer must have established good credit.

## **YOU MAY ALSO BRING:**

- Registration Fees

# ENROLLMENT REQUIREMENTS

1. Must be at least 18 years of age. May enroll at 17 years of age if completed high school.
2. Must have proof of one or more of the following:
  - High School Diploma
  - High School transcript in sealed original envelope
  - GED
3. Must be a U.S. citizen or able to provide documentation as an eligible non-citizen.
4. Must pass required aptitude entrance exam administered during sign up.

All instruction is given in English; we do not offer multi-lingual instruction.