Paul Mitchell The School North Haven

INSTITUTIONAL ATTENDANCE POLICY

The student's attendance will be evaluated at Institutional Attendance checkpoints outlined in the table below. A student who is not maintaining at least a 85% attendance will be placed on Institutional Attendance Warning status until the next Institutional Attendance checkpoint. The student will be advised in writing on the actions required to attain Institutional Attendance by the next evaluation. If it has not been obtained for the second time, the student will be placed on Attendance Probation status until the next institutional attendance checkpoint. At the third check point not maintaining the attendance requirements will be termination. Massage students must maintain 90% attendance.

COSMETOLOGY PROGRAM SCHEDULED HOUR CHECK POINTS

150	450	750	900	1200	1350

COSMETOLOGY REFRESHER (245 HOURS) PROGRAM SCHEDULED HOUR CHECK POINTS

150	225

COSMETOLOGY REFRESHER (135 HOURS) PROGRAM SCHEDULED HOUR CHECK POINTS

100

ESTHETICS PROGRAM SCHEDULED HOUR CHECK POINTS

240	480	600

MAKE-UP PROGRAM SCHEDULED HOUR CHECK POINTS

50

NAIL ACADEMY PROGRAM SCHEDULED HOUR CHECK POINTS

50

EYELASH EXTENSION PROGRAMS SCHEDULED HOUR CHECK POINTS

25

MASSAGE PROGRAM SCHEDULED HOUR CHECK POINTS

200	400	600