

ENROLLMENT APPLICATION

ADMISSION POLICY

A student wishing to enter any program of study must fill out application for admission and must be at least seventeen years old, a US citizen (or a permanent resident) and meet **one** of the following:

- High school diploma, or equivalent, such as high school completion transcript, or a certificate of attainment, a secondary school completion credential, or any other state-authorized high school diploma equivalent
- General Educational Development test (GED)
- Postsecondary education diploma or degree

*An ability to benefit exam does not qualify you to enter any program.

Prospective students are required to submit **one** of the following forms of identification as proof of age:

- State-issued photo ID
- Government-issued ID
- US Passport

Prospective students are required to submit **one** of the following forms of identification as proof of US citizenship or permanent residence status:

- US Passport
- US Permanent Resident Card
- An Employment Authorization Document that contains a photograph
- Birth Certificate
- Alien Registration Receipt Card
- Social Security Card

A \$20.00 non-refundable application fee is required for consideration of acceptance. Students wishing to enroll in any instructor training course must be prior graduates of Dalton Institute. **Non-discrimination statement:** Dalton Institute does not discriminate on the basis of sex, age, race, color, religion, or ethnic origin in admitting students.

TRANSFER STUDENT POLICY

Transfer students are accepted into Dalton Institute. The amount of hours contracted are dependent upon previous level of course completion and verification of hours attended. The maximum number of hours excepted for any student is 300 hours. Tuition for transfer students is based on a prorated amount for the certified hours of attendance at Dalton Institute. Transfer students are also responsible for the remaining costs of the program, such as textbooks, student kit, and uniforms, as well as a \$120 Transfer Registration Fee. Students wishing to transfer educational hours from another licensed esthetics or cosmetology school may apply for hours transfer by completing and submitting a completed Application for Enrollment. Educational hours from any state in which Georgia State Board of Cosmetology does not accept reciprocity will not be accepted for transfer. The Director of Education will review the transferring hours and make final selections based on the criteria outlined in the Admissions Policy as well as regulations set by the Georgia State Board of Cosmetology. Educational hours of any kind accrued outside of licensed Esthetics or Cosmetology Schools are not certified and are therefore not eligible for transfer to Dalton Institute. Educational hours that are more than two years old are not eligible for transfer to Dalton Institute. The school does not recruit students already attending or admitted to another school offering a similar program of study.

GENERAL INFORMATION:

Student Name _____ Age _____ Date of Birth _____
Address _____ Phone _____

Social Security Number _____

E-mail Address _____ US Citizen ____ Yes ____ No

Have you ever been enrolled in an Esthetics or Cosmetology School? ____ Yes ____ No If yes:
Former School: _____ Hours Earned _____

State in which school is located: _____ Course enrolled in: _____

Available to Begin Classes: _____ Available to attend: _____ Weekly Hours

Program you wish to enter: _____
____ Esthetics- 1,000 Hours _____ Esthetics Instructor- 600 Hours
____ Master Cosmetology- 1,500 Hours _____ Cosmetology Instructor-750 Hours
____ Nail Technician- 600 Hours

Please tell us why you chose Dalton Institute: _____

*** Please read the complete Student Catalog that will be emailed to you. Fill out an online application for financial aid at <http://fafsa.ed.gov/> using school code 042423 and then call to set up a second appointment and bring in **this Application** and the **3 documents** to satisfy the admission policy above along with the following:

- \$20 Application Fee **or** \$120 Transfer Application Fee
- 100 word essay telling us-
 - Why you have chosen to pursue a career in this industry *and*
 - Why you have chosen the specific program of study.

Dalton Institute of Esthetics and Cosmetology
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