

Love Beauty School, Inc.

Student Catalog

2025-2026

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A Letter From the owner.....

It is an honor that you have chosen Love Beauty School, Inc. to pursue your goal in becoming part of the beauty industry. It is our desire to provide you with the latest and best education possible to ensure you are fully successful in completing your program of choice, finding employment, and achieving a lifetime of success.

I fell in love with Cosmetology and education as a young child. There was no greater feeling than helping others to feel good about themselves. I always had a passion for hair, and teaching others. Upon completion of my Cosmetology License, I completed my Jr. Instructors program in Oct of 2008 and began teaching the phase 1 Cosmetology class. I obtained my Instructors License and continued to teach for several years while also working behind the chair in the salon. I was given the opportunity to assist the institution with obtaining accreditation and financial aid approvals so that future students could get financial assistance to help them achieve their dreams in becoming licensed professionals in the beauty industry. As the school began to grow, I was presented with a decision. I could continue to teach full time, or I could continue to work in financial aid and admissions full time, I could not do both. I took this decision seriously. I knew I loved helping others more than anything else. I could still do this in the financial aid department, and even more so as I would have more one on one opportunity to witness to others and help them along their journeys. I still continued to teach as needed and still do today.

I was blessed to have worked with the former owner Mrs. Cristie for almost 14 years. I am thankful for her guidance and wisdom in preparing me for the future God had laid out before me. She was a mentor and a friend. She strived for excellence in everything she did and encouraged our team to do the same. In July of 2022 I purchased the school from Mrs. Cristie as she had made the difficult decision to retire. We wish her the best, and plan to continue her legacy by ensuring all students receive the best education, and guidance in furthering their goals of becoming beauty industry professionals.

Sincerely,



Tonya M. Liles, Owner

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Mission Statement

*Training the best beauty and wellness professionals
for today's growing industry and a lifetime of
successful accomplishments.*

Authorizations

Love Beauty School, Inc. is authorized by the Tennessee Higher Education Commission. This authorization must be renewed each year and is based on an evaluation by minimum standards concerning quality of education, ethical business practices, health and safety, and fiscal responsibility.

In addition we are also licensed by the TN Board of Cosmetology. Accredited by the Council On Occupational Education, and approved by the TN State Approving Agency for the training of veterans and eligible persons, by both the V.A., as well as the U.S. Department of Education.

Admission Requirements and Procedures

Each program has specific admission requirements and procedures. These requirements and procedures are listed below under the profession they refer to.

Cosmetology

At least 16 years of age to enroll

Transcripts for a High school diploma or GED

Nail Technology

At least 16 years of age to enroll

Transcripts for a High school diploma or GED

Instructors

At least 18 years of age

Transcripts for a High school diploma or GED.

Valid cosmetology license, or valid license in discipline you elect to receive your instructors in.

Aesthetics

At least 16 years of age

Transcripts for a High school diploma or GED

Procedures: *Once a student has provided the proper documentation and Identification (D.L., S.S. Card) they will be accepted into our school. Once they enter our school they will be given an entrance exam this exam is to help us determine the education level the students are on. Please be advised you may enroll with at least two years of high school transcripts, however in order to receive financial aid you must have a Transcript for a high school diploma or G.E.D. As of 2016 we offer a "trial enrollment" period. Meaning once enrolled you may attend up to 3 days from your scheduled start date and decide not to stay enrolled. This will result at no charge to you other than any supplies you may be given or use while you are here. Please be advised should you decide not to stay enrolled after that third day, you will not be given credit for any hours received, because you are not charged for them. Love Beauty School, Inc. will continue to reserve the right to bill / charge, if you fail to make contact with the financial aid department to notify them of your decision to not stay enrolled.*

Love Beauty School, Inc. does not discriminate in admissions, employment, or in any of its educational programs or activities on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex, or gender. Retaliation is also prohibited.

Description of Courses Offered

Love Beauty School, Inc. offers several different courses here you will find an overview of each.

Cosmetology- In this course we train the student in the art of hair, nail design and basic skin care. The students are trained how to cut, color, style, and chemically alter the texture of the hair. They are taught manicures and pedicures as well as specialty nail services such as acrylic nails, gel nails, as well as learning how to use a wide variety of product. We also train the students in basic skin care. They are instructed on how to perform basic facials and are able to confidently recognize skin conditions. This program is 1500 clock hrs and at completion student is awarded a diploma. They must pass a state board theory and practical exam before becoming a licensed cosmetologist.

Nail Technology-In this course the student is trained in the art of the nail. Students are taught the basics of nail and skin care. They are trained to perform manicures and pedicures as well as also be able to confidently recognize skin conditions. They also learn specialty nail services such as acrylics, gel nails and are also taught how to use a wide variety of products. This program is 600 clock hours and at completion student is awarded a diploma. They must also pass a state board exam as well before becoming a licensed nail technician.

Instructors-In this course the student is taught how to instruct or teach a class. They are trained in lesson planning and motivation as well as how to give hands on demonstrations. This program is 300 clock hrs long and at completion students are awarded a diploma and must pass a state board exam in order to become a licensed instructor of cosmetology.

Aesthetics - In this course the student is taught the art of skin care. The course is 750 hours long and the student is trained in basic as well as advanced skin care such as spa facials and back treatments as well as waxing and makeup. Once the student has completed the 750 hour program they will be awarded a diploma, then they must pass a state board exam in order to become licensed in the field of Esthetics.

- With all courses the student is required to pass state board exams before they are allowed to practice their profession for pay.

Course Completion Requirements

Each program offered at Love Beauty School, Inc. has specific requirements that must be met in order to successfully complete the course.

Cosmetology-Must complete 1500 clock hrs., maintain a passing average on all test, and daily grades, ensure that all fees are completely paid as well as ensuring to follow all rules and regulations. At the time of completion student will receive a diploma and must pass state board exams in order to become licensed.

Nail Technology-Must Complete 600 clock hrs., maintain a passing average on all test, and daily grades, and ensure that all fees are completely paid as well as ensuring to follow all rules and regulations. At the time of completion student will receive a diploma and must pass state board exams in order to become licensed.

Instructor-Must complete 300 clock hrs., maintain a passing average on all test, and daily grades, ensure that all fees are completely paid as well as ensuring to follow all rules and regulations. At the time of completion student will receive a diploma and must pass state board exams in order to become licensed.

Aesthetics -Must complete 750 clock hrs, maintain a passage average on all test, and daily grades, ensure that all fees are completely paid as well as ensuring to follow all rules and regulations. At the time of completion student will receive a diploma and must pass state board exams in order to become licensed.

Please be advised in order to receive financial aid and complete any course successfully you must adhere to the satisfactory academic progress policy for more information please see Consumer Information Handbook.

Introducing the Faculty

Love Beauty School, Inc. takes pride in ensuring that we offer the best education possible. We are aware that this all starts with the faculty. Here we'd like to take the time to introduce to you the faculty of Love Beauty School, Inc.

Tonya Liles- Owner, Operator, Chief Administration Officer, and Cosmetology Instructor. Mrs. Liles holds a valid cosmetology license and an instructor of cosmetology license in the state of TN.

Casey Betancourt- School Administrator, Financial aid Director, Liaison Officer. Casey is our financial aid director and our administrative assistant. She oversees the check-in and out of all clients, as well as managing the financial aid department and other areas of the school.

Kasie Baker- Cosmetology Instructor. Ms. Baker holds a valid Cosmetology License in the State of TN and an Instructor License in the state of TN.

Amber Bradford- Night Cosmetology Instructor. Ms. Bradford holds a valid Cosmetology License in the State of TN and an Instructor License in the state of TN. Ms. Bradford is currently inactive.

Danielle Lowe- Substitute Jr. Cosmetology Instructor. Ms. Lowe holds a valid Cosmetology License in the state of TN and has completed her Jr Instructors program.

Mary Speakman- Cosmetology Instructor. Mrs. Speakman holds a valid Cosmetology License in the State of TN and an Instructor License in the state of TN.

Haley Mullican-Jr. Aesthetics Instructor. Ms. Haley holds a valid Aesthetician License in the state of TN and has completed her Jr Instructors program.

Kalynn Corley-Jr. Night Aesthetics Instructor. Ms. Kalynn holds a valid Aesthetician License in the state of TN and has completed her Jr Instructors program.

Jennifer Stephens- Advertisement / Jr. Cosmetology Instructor for Nail Dept. Mrs. Stephens holds a Valid Cosmetology license in the State of TN and has completed her Jr Instructors program.

Leslie Fenn- Jr. Night Nail Technology Instructor. Mrs. Fenn holds a Valid Nail Technology license in the State of TN and has completed her Jr Instructors program.

Gabrielle Waller- Cosmetology Instructor. Ms. Smith holds a valid Cosmetology License in the State of TN and an Instructor License in the state of TN.

Majesty Russel- Front Desk Receptionist / Assistant. Mrs. Russell holds a valid Cosmetology License in the State of TN. She currently works part-time on the front desk and as an administrative assistant.

Description of Institutional Facilities

Love Beauty School, Inc. is located at 1161 Murfreesboro Hwy in Manchester Tennessee. We are located in a well-known area just down from the historic square of Manchester Tennessee. The main campus operates out of a 4,700 sq. ft. facility fully equipped with a working salon or clinic floor, the freshman / phase 1 cosmetology classroom, hooded dryers, and shampoo basins as well as a break room. We also have three working restrooms one is also handicap accessible. The Aesthetics classroom/clinic area, which is fully equipped with facial beds, modalities, makeup as well as waxing equipment along with air brush gun and the necessary equipment / tools to perform all services. The nail department has an exclusive nail technology instructor as well as the Aesthetics department. In our nail department we are fully equipped with nail stations, pedicure chairs and necessary equipment / tools to perform all services. As well as a nail classroom for theory instruction. We are fully equipped with product as well as equipment that are readily available for use. We are dedicated to ensuring that our students have everything they need at all times to be trained in this industry as professionals.

Rules and Regulations

Each student is required to abide by all rules set forth here but are not limited to. Amendments may be made at staff discretion.

- 1) Students are required to maintain professionalism at all times.*
- 2) No visitors are allowed in the classroom. Any visitors will need to stop at the front desk.*
- 3) Students must use the break room to store personal items. No food allowed in the classroom or on the clinic floor. Preferably personal items be stored in your car, however if you don't drive you may ask to use a locker.*
- 4) Students performing services on clients must maintain a clean work area and sweep up cut hair immediately after the haircut.*
- 5) Each student is assigned a daily clean up and is required to complete this before they leave for the day.*
- 6) No profanity, gossip or verbal abuse will be tolerated. This will result in immediate suspension.*
- 7) Absolutely no firearms, alcohol, knives or controlled substances are allowed anywhere on the school property. Violation of this will result in immediate suspension and prosecution.*
- 8) All Students work area must be maintained at all times.*
- 9) Students are not allowed to refuse to perform services on an assigned client at any time in the clinic.*
- 10) No cell phones, radios, pagers are permitted in the building or in the classroom.*
- 11) Students are not to instruct other students unless asked to do so by their assigned instructor.*
- 12) All students are expected to follow instructions given by their instructor or any member of the staff.*
- 13) Each student could be assigned front desk duties, dispensary duties, and other salon/business assignments and are expected to do so. Currently the dispensary is open, and we have a receptionist, but occasionally students get the opportunity to cover the desk.*

Zero Tolerance Policy- This is a drug free school no illegal drugs or alcohol is permitted on the premises and also any student under the influence of such is not allowed on the premises either. Absolutely no manufacturing, consumption, or sale of any drug will be allowed on the premises.

Absolutely no carrying or concealing of any weapons of any kind. Absolutely no sexual harassment or any type of harassment involving race, religion or gender will be tolerated. Any student or staff member in violation of this agreement will be terminated immediately this is the only warning given and this will be strictly enforced.

By signing the internet notification disclaimer you are agreeing to follow all rules and regulations of this facility from here on out until the completion of your program.

Program Cost

Cosmetology: \$17,450.00 This includes \$2200.00 for the kit, 1500 hrs. and a registration fee of \$250.

Nail Technology: \$9450.00 This includes \$2200.00 for the kit, 600 hrs. and a registration fee of \$250.

Instructor: \$3700.00 This includes \$250.00 for the cost of books, 300 hrs. and a registration fee of \$250.

Aesthetics: \$10,450.00 This includes \$2200.00 for the kit, 750 hours. and a registration fee of \$250.

prices subject to change

Financial Aid Information

Love Beauty School, Inc. is currently offering federal financial aid. We have Pell grants as well as student loans one of the loans is considered sub and unsub, meaning one has interest while you are in school and the other one does not. Your entrance and exit counseling will inform you more on loan origination fees, interest rates, payment plans, loan requirements, etc. Loans are issued from the government. In order to receive financial aid, you must apply for it via the FAFSA. You can do this online at www.fafsa.ed.gov or you may come into the financial aid office where Mrs. Casey can answer questions to assist you in applying for financial aid. Once you have applied for financial aid our third-party servicer (Boston Ed. Network) will then award you based on your need as well as dependency status. Once you have been awarded, we will then call you into the financial aid office and inform you verbally as well as formally of this award. At this time, we will discuss your tuition balance and how much you would like to borrow. Once you have completed all steps, we then will begin receiving financial aid on you,

however, please be advised that all federal funds are not disbursed at one time. They are disbursed in drops. Meaning the government monitors your hours and grades and disburses aid as your eligible. Financial aid is given based on need. If for some reason you must leave the school, we cannot hold all your aid to cover your tuition, per federal law. We then do a refund to the government and return what is required, meaning you didn't earn it. This could leave you with a balance to pay out of your own pocket. Financial Aid is to pay your tuition and educational expenses. Your tuition must be paid first, before any funds are released to you the student. Depending on federal requirements this may be in full, or in part such as payment period. Please be advised that the financial aid office has the right to reduce or refuse your loan request per federal law 34CFR685301(a) if you discuss using federal funds for expenses that are not considered educational. Should you need any further information or have any questions please contact Mrs. Casey at 931-954-5008. In order to qualify for financial aid, you must have a high school diploma or G.E.D. if you do not have your high school diploma or G.E.D. Information on how to obtain this can be found on the school website. Love Beauty School, Inc. also distributes entrance and exiting brochures upon request with information regarding Student Loans as well as Pell grants in the event you are unable to access them via the appropriate website at this time is

. Per the department of Education we are required to inform you with the following change referring to pell grants: 2010 Federal Pell Grant Crossover Payment Period Policy: For the 2010 crossover payment period that occurs in the 2009-2010 and 2010-2011 award years, our institution elects to award the Federal Pell Grant from the 2009-2010 award year without applying 34CFR 690.64 as amended by the final regulations published on October 29, 2009, and effective on July 1, 2010 (74 FR 55904, 55951). In addition to federal Pell grants and student loans we also are Approved by the TN State Approving Agency for the training of veterans and eligible persons. Beginning June 2019, the following disclosures are required to be made. A covered individual is any individual who is entitled to educational assistance under chapter 31, vocational rehabilitation and employment, or chapter 33, Post 9/11 GI Bill® Benefits. Love Beauty School, Inc, Permits any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides their certificate of eligibility for entitlement under educational assistance under chapter 31 or 33. A certificate of eligibility can also include a statement of benefits obtained from the dept of veterans affairs (VA) website-ebenfits, or VAF 28-1905 form for ch 31 authorization purposes) and ending on the earlier of the following dates. 1. The date from which payment from the VA is made to the institution. 2. 90 days after the date the institution certified tuition and pays following the receipt of the certificate of eligibility. We will not impose any penalty including the assessment of late fees, the denial of access to classes, libraries, or other institutional facility's, or the requirement that a covered individual borrow in additional funds , on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33. Love Beauty School, Inc. would ask that the students submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education / Start Date . We would also ask for a written request to use such entitlement. We would also ask the student to provide any additional information necessary to the proper certification of enrollment by the school, and that The student be willing to cover the difference between the amount of their financial obligation to the institution for Tuition, Kit, registration as well as any suspension and overtimes fees the student incurs and the amount of the VA education benefits disbursement. For example: If the cost of the students program is 17,000 and they also incur \$200 in fees due to poor attendance or the purchase of additional supplies, the amount due would be \$15,200 should the VA only cover \$15,000 then the student would be required to cover the \$200 in order to have his or her hours released at their graduation and or completion of the program. Information on financial aid also in consumer information handbook.