



Student Right to Know

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Prepared by

**Josh Miller
School Director**

****Includes Waterloo/Branch Campus***

**395 Main Street
Dubuque, IA 52001**

Student Right to Know

The following information is provided to you as a student or perspective student (before any financial commitment is made) of Capri College. Please contact our Admissions Department at (563) 588-2379 if you have additional questions regarding course specifications.

Cosmetology Program

Enrollment Period 9/1/18 through 8/31/19

Cosmetology Graduation Rates:

During this enrollment period, 62 Students enrolled in the Cosmetology program.

- Of the 62 students enrolled, 31 successfully completed the program (50%).
- Of the 31 students who successfully completed the program, 31 completed the program within 150% of the normal program length (100%).
- Of the 62 students enrolled, 30 were certificate seeking, first-time, full-time undergraduate students (48%).
- Of the 30 first-time, full-time certificate seeking undergraduate students, (FTFT) who enrolled, 14 successfully completed the program within 150% of the normal program length (47%).

Cosmetology FTFT Enrollment Statistics:

Of the 30 first-time, full-time, certificate seeking undergraduate students who enrolled in the Cosmetology program:

- 28 were female students in which 13 completed the program (46%).
- 2 were male students in which 1 completed the program (50%).
- 25 were Caucasian in which 12 completed the program (48%).
- 2 were Black/African American in which 0 completed the program (0%).
- 2 were Hispanic/Latino in which 2 completed the program (100%).
- 1 was Two or more races and did not complete the program (0%).
- 26 were Pell Grant recipients in which 12 completed the program (46%).
- 4 received Stafford Loan (but no Federal Pell Grant) in which 2 completed the program (50%).

Cosmetology Licensing / Employment Rates:

Of the 31 Cosmetology graduates:

- 30 successfully passed the state board exam (97%).
- 23 achieved state licensing (74%).
- 23 were employed in related fields (74%).

Of the 14 FTFT Cosmetology graduates:

- 14 passed the state board exam (100%).
- 8 achieved state licensing (57%).
- 8 were employed in related fields (57%).

Esthetics Program

Enrollment Period 9/1/19 through 8/31/20

Esthetics Graduation Rates:

During this enrollment period, 27 Students enrolled in the Esthetics program.

- Of the 27 students, 24 successfully completed the program (89%).
- Of the 24 students who successfully completed the program, 24 completed the program within 150% of the normal program length (100%).
- Of the 27 students who enrolled, 7 were certificate seeking, first-time, full-time undergraduate students (26%).
- Of the 7 first-time, full-time certificate seeking undergraduate students, (FTFT) who enrolled, 6 successfully completed the program within 150% of the normal program length (86%).

Esthetics FTFT Enrollment Statistics:

Of the 7 first-time, full-time, certificate seeking undergraduate students who enrolled in the Esthetics program:

- 7 were female students in which 6 completed the program (86%).
- 6 were Caucasian in which 6 completed the program (100%).
- 1 was Black/African American and did not complete the program (0%).
- 7 were Pell Grant recipients in which 6 completed the program (86%).

Esthetic Licensing / Employment Rates:

Of the 24 Esthetic graduates:

- 22 successfully passed the state board exam (92%).
- 19 achieved state licensing (79%).
- 19 were employed in related fields (79%).

Of the 6 FTFT Esthetic graduates:

- 4 passed the state board exam (67%).
- 1 achieved state licensing (17%).
- 1 were employed in related fields (17%).

Massage Therapy Program

Enrollment Period 9/1/19 through 8/31/20

Massage Therapy Graduation Rates:

During this enrollment period, 23 Students enrolled in the Massage Therapy program.

- Of the 23 students, 15 successfully completed the program (65%).
- Of the 15 students who successfully completed the program, 15 completed the program within 150% of the normal program length (100%).
- Of the 23 students who enrolled, 4 were certificate seeking first-time, full-time undergraduate students (17%).
- Of the 4 first-time, full-time certificate seeking undergraduate students (FTFT) who enrolled, 2 successfully completed the program within 150% of (50%).

Massage Therapy FTFT Enrollment Statistics:

Of the 4 first-time, full-time, certificate seeking undergraduate students who enrolled in the Massage Therapy program:

- 3 were female students in which 1 completed the program (33%).
- 1 was a male student and completed the program (100%).
- 4 were Caucasian in which 2 completed the program (50%).
- 3 were Pell Grant recipients in which 1 completed the program (33%).

Massage Therapy Licensing / Employment Rates:

Of the 15 Massage Therapy graduates:

- 13 successfully passed the state board exam (87%).
- 12 achieved state licensing (80%).
- 12 were employed in related fields (80%).

Of the 2 FTFT Massage Therapy graduates:

- 1 successfully passed the state board exam (50%).
- 1 achieved state licensing (50%).
- 1 were employed in related fields (50%).

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Nail Technology Program

Enrollment Period 9/1/19 through 8/31/20

Does not qualify for Federal Financial Aid

Nail Technology Graduation Rates:

During this enrollment period, 6 students enrolled in the Nail Technology program.

- Of the 6 students, 6 successfully completed the program (100%).
- Of the 6 students who successfully completed the program, 6 completed the program within 150% of the normal program length (100%).
- Of the 6 students who enrolled, 2 were a first-time, full-time certificate seeking undergraduate student (33%).

Nail Technology FTFT Enrollment Statistics:

Of the 2 first-time, full-time, certificate seeking undergraduate students who enrolled in the Nail Technology program:

- 2 were female students in which 2 completed the program (100%).
- 1 student was Caucasian and completed the program (100%).
- 1 student was Hispanic/Latino and completed the program (100%).

Nail Technology Licensing / Employment Rates:

Of the 6 Nail Technology graduates:

- 6 successfully passed the state board exam (100%).
- 5 achieved state licensing (83%).
- 5 were employed in related fields (83%).

Cosmetology Arts & Science Instructor Program

Enrollment Period 9/1/19 through 8/31/20

Cosmetology Arts & Science Instructor Graduation Rates:

During this enrollment period, 3 students enrolled in the Cosmetology Arts & Science Instructor program.

- Of the 3 students, 2 successfully completed the program (67%).
- Of the 2 students who successfully completed the program, 2 completed the program within 150% of the normal program length (100%).
- Due to the pre-requisite of a Cosmetology License, there is never any first-time, full-time, certificate seeking undergraduates enrolled in this program.

Cosmetology Arts & Science Instructor Licensing / Employment Rates:

Of the 2 Cosmetology Arts & Science Instructor graduates:

- 1 successfully passed the state board exam (50%).
- 1 achieved state licensing (50%).
- 1 were employed in related fields (50%).

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Capri College IPEDS 2020 Retention Rate: 84% of the first-time full-time students who began their studies in the fall of 2019 returned in the fall of 2020.

Capri College Transfer-Out Rate: The school does not track transfer out rates.

Program Recognition / Accreditation: Capri College is accredited by The Accrediting Commission for Career Schools and Colleges (ACCSC). www.accsc.org

The programs offered at Capri College are regulated by the Iowa State Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319. www.idph.state.ia.us

Capri College is recognized by the Iowa College Student Aid Commission (ICSAC). www.iowacollegeaid.gov

Financial Aid Availability: Capri College provides general Financial Assistance information regarding financial aid programs, application processing, and financial aid awarding. Financial Aid is available to all students who qualify. Financial Aid is not available for Nail Technology students.

Vaccination Policy: Capri College currently does not have any vaccination requirements, including COVID.

Licensing Requirement:

The State of Iowa requires a license to perform Cosmetology Arts and Sciences and Massage Therapy services. Capri College only meets IA requirements and is not approved in any other state. Other states licensing requirements can be obtained from the School Director or Student Services. To become licensed in Iowa, student must:

1. Completion of program state mandated clock hours;
2. Graduation / Diploma from an approved school;
3. Successful passage of a national licensing exam;
4. Submission of licensing application and fee.

Capri College is an Iowa school that meets Iowa requirements, however, the school either does not meet, or we are unaware of whether we meet, the license requirements of any other State. If you plan to work in any other state (including IL or WI), be aware that we are not approved in either state, and we recommend you determine the additional steps/training needed to become licensed in any state other than Iowa. If the school learns of a student living in or moving to a state where school is not known to meet requirements for licensure, we will inform the student immediately.

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Confidentiality of Student Records / FERPA:

Capri College provides privacy and protection concerning information in student files in accordance with The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). This is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies (Capri College charges a \$10 fee).
- Parents or eligible students have the right to request that the school correct records, which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, Capri College must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;

Capri College / FERPA policy in its entirety can be found on our website at: www.capricollege.edu (consumer information tab).

Employment Opportunities: *Employment opportunities are posted on a job placement notification board within the school.*

Cosmetologists: Cosmetologists licensed in the state of Iowa may find employment in a beauty salon, beauty school, beauty spa, beauty supply company or manufacturer, or in department store cosmetic counters. Many cosmetologists choose to own and operate their own salon business.

Estheticians: Skin Care Specialists and Estheticians licensed in the state of Iowa may find employment in a beauty salon, a spa, a resort, a beauty school, a beauty supply company or manufacturer, as well as in department store cosmetic counters. Many estheticians choose to own and operate their own salon or spa business.

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Massage Therapist: Massage Therapists may find employment in a massage therapy clinic, chiropractic office, physical therapy clinic, health spa, beauty salon, hospital, with an athletic team or sporting event, or may own and operate their own business or clinic.

Nail Technology: Nail Technologists licensed in the state of Iowa may find employment in beauty salons or nail salons, beauty schools, beauty spas, beauty supply companies and nail product manufacturers, as well as in department store cosmetic counter. Many nail technologists choose to be an independent contractor or own their own nail salon.

Cosmetology Arts & Science Instructors: CA&S Instructors licensed in the State of Iowa may find employment in beauty salons or nail salons, beauty schools, beauty spas, beauty supply companies and product manufactures, be salon educators and platform presenters in all facets of the field of cosmetology arts and science.

Compensation: According to the United States Department of Labor, Iowa’s mean hourly wage and mean annual wage is reported as: https://www.bls.gov/oes/current/oes_ia.htm

Program	Mean Hourly Wage	Mean Annual Wage
Cosmetologists	\$15.79	\$32,850
Estheticians, Skin Care Specialists	\$20.29	\$42,210
Nail Technicians	\$14.65	\$30,480
Massage Therapists	\$21.63	\$44,990
Cosmetology Arts & Science Instructors	\$22.53	\$46,850

The most common forms of compensation for Cosmetology Arts and Science employees and Massage Therapists are commission or standard hourly wages. However, they may also opt for independent contracting status. In all instances, compensation should increase as skill, speed, and clientele development progresses.

Physical Demands:

Cosmetology services require good physical stamina to allow standing for long periods of time. Use of hands and arms are necessary with precise finger dexterity essential. Use of sight and hearing senses are required. A 10-25 lb. lifting requirement is necessary for moving light equipment and supplies.

Esthetic services require good physical stamina to allow standing for long periods of time. Use of hands and arms are necessary with precise finger dexterity essential. Use of sight and hearing senses are required. A 10-25 lb. lifting requirement is necessary for moving light equipment and supplies.

Massage Therapy requires a strong physical stamina and ability to concentrate. Use of hands, arms and fingers are necessary for massage manipulations. Massage Therapists must develop hand and arm strength, as well as upper body and leg muscles to exercise good body mechanics to withstand the demand of massaging muscle tissue. Therapists must be able to stand for 1-2-hour increments of time. Light lifting (up to 25 lbs.) is required to assist clients on and off the massage table.

Nail Technicians must be able to sit and bend forward easily and for long periods of time. Use of hands and arms are necessary with precise finger dexterity essential. Use of sight and hearing senses are required. A 10-25 lbs.

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lifting requirement is necessary for moving light equipment and supplies.

Cosmetology Arts and Science Instructors require standing and walking for extended periods of time. Good posture and a strong physical stamina is required. Use of hands and arms are necessary with particular detail to good small motor skills and finger dexterity. Communication and writing skills are important. A 10-25 lb. lifting requirement is necessary for moving light equipment and supplies.

Safety Requirements:

Cosmetology, Esthetics and Nail Technicians are considered a "personal service worker" occupation for OSHA. Therefore, they must adhere to the safety regulations of the Center for Disease Control, as well as the Iowa Department of Public Health. Sterilization and sanitation of work area and equipment, plus knowledge of disease prevention that affects the personal service worker in today's society are necessary. Cosmetologists, Estheticians and Nail Technicians are required to wash hands before attending clients and to wear disposable gloves for certain services or particularly when potential of blood borne pathogens may be present. Contaminated trash and "sharps" must be disposed of properly. Sanitation and safety laws governing cosmetology, esthetics and nail technology in Iowa can be found in Iowa Code, Chapter 157 (Chapter 63). Also, possible allergies resulting from exposure to products and chemicals that a cosmetologist, esthetician and nail technician hands are exposed to, should be considered.

Massage Therapists must be aware of the contraindications of massage that could pose a threat to the client. The therapist must also implement correct body mechanics to withstand the energy output and physical drain on the body worker. Sanitation of work area and equipment, as well as health issues and knowledge of disease prevention that affect the personal service worker, is addressed in detail in the program.

Cosmetology Arts and Science Instructors fall under the same safety and sanitation guidelines as all other Cosmetology Arts and Science programs. Additionally, Cosmetology Arts and Science Instructors are required to educate their students in the areas specific to their program.

Licensing Fees and Requirements:

Cosmetology Arts and Science practitioners in Iowa are licensed by the Iowa Department of Public Health / Professional Licensure. Graduates must pass a national licensing examination. At Capri College, the students may take their licensing exam in their final term of training. The fee for this exam is \$58 and is included in the student's tuition. (Only one exam attempt is included. Should the student seek dual state licensure or fail the state exam, the fee is the full responsibility of the student.) Cosmetology Arts & Science students who successfully pass the state exam may then apply for their license. The cost of initial licensure in the state of Iowa is \$60 and is the responsibility of the graduate. The renewal fee for licensure in the state of Iowa is \$60 biennially (every 2 years). In addition to the biennial renewal, all Cosmetology Arts and Science licenses require six (6) hours of continuing education each biennium. These licensing fees are applicable for Iowa Licensing only. Should the student seek licensure in any other state, the student must adhere to that state's licensing requirements and the cost of the out-of-state licensure and testing is the student's responsibility. Information on other states licensing requirements can be obtained from the school director.

Massage Therapists who wish to work in the state of Iowa must graduate from an Iowa State Board approved Massage School and pass a National Exam (MBLEx). At Capri College, the students may take their licensing

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exam in their final term of training. The fee for this exam is \$265.00 and is included in the student's tuition. Any additional exam attempts however, are the responsibility of the student. Students who successfully pass the national exam may then apply for licensure in any state. The license application fee for Iowa is \$120. Renewal of a Massage Therapy license in the state of Iowa is \$60 biennially (every 2 years). Licensed Massage Therapist are required to complete 16 hours of Continuing Education biennially.

Cosmetology Arts and Science Instructors must be Iowa licensed in the discipline they will be teaching. Further, CA&S Instructors in the state of Iowa must complete a CA&S Instructor Program at a Cosmetology school or show proof of 2 years of experience in the field. The Iowa Cosmetology Board additionally requires proof of successful completion of a 16 hour Teaching Methodology course taken prior to application for licensure. Submission of an Iowa licensure application, proof of experience or teaching training program and passage of a national exam will meet the licensing requirements to teach in an Iowa school. The Cosmetology Arts and Science Instructor exam is \$58.00 and it consists of a written theory/practical exam. To renew a CA&S Instructor license in the state of Iowa is \$60 every biennial (2 year) period. CA&S Instructor licensing requires 6 hours of Continuing Education each biennium for license renewal and must be specific to "teacher methodology".

Annual Campus Safety & Security Report: Capri College has on file the Campus Crime Report filed with the Federal Department of Education: <http://ope.ed.gov/security/>. Capri College also has a written policy for crime reporting that is available on our website at www.capricollege.edu/consumer-information/. This information is also issued and reviewed at orientation and distributed every year before October 1st.

The Jeanne Clery Act: The Clery Act, named after Jeanne Clery, a university freshman, who was raped and murdered in her dorm room by a fellow student on April 5, 1986. Her parents championed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) in her memory. This Act is a federal law that requires colleges to report school safety policies and any crimes that occur "on campus". This information is available each year in an Annual Security and Fire Safety Report, which is distributed to incoming students and reviewed yearly on October 1st. This report can be found in its entirety on our website at www.capricollege.edu. The Clery Act also requires schools to send timely warnings to the school community when there are known risks to public safety on campus and contains the Campus Sexual Assault Victim's Bill of Rights, which requires colleges to disclose educational programming, campus disciplinary process, and victim rights regarding sexual violence complaints. In 2013, President Obama signed a bill which amended the Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence and stalking.

Violence Against Women Act: Capri College provides programs regarding sexual assault, sexual assault risk reduction, sexual assault education, and sexual assault reporting process to civil authorities and college authorities. These programs are scheduled throughout the year for students and employees. Capri College's VAWA policy is available on our website www.capricollege.edu under the Consumer Information tab. Filing a report with the School is confidential and will not obligate the victim to prosecute, nor will it subject the victim to scrutiny, negative repercussion, or judgmental opinions from the School. Sexual assault statewide counseling opportunities can be found at the following website <https://www.ioeacasa.org/help>

Capri College Drug and Alcohol Policy: Capri College has a comprehensive and strict Drug and Alcohol Policy. This written policy for all employees and students is distributed to all new employees and students at

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orientation, is reviewed over every July 1st and is available in its entirety on Capri College's website at www.capricollege.edu/consumer-information/

Title IX Non-Discrimination Disclosure: Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender, identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) at recipient institutions are protected by Title IX – regardless of their sex, sexual orientation, gender identity, part- or fulltime status, disability, race, or national origin – in all aspects of a recipient's educational programs and activities. Capri College has a written policy for Title IX regulations, procedures and reporting that is available on our website at: www.capricollege.edu

Capri College Statement of Non-Discrimination: Capri College does not discriminate on the basis of age, race, color, ethnicity, national origin, marital status, veteran status, sexual orientation, religious creed, or disability.