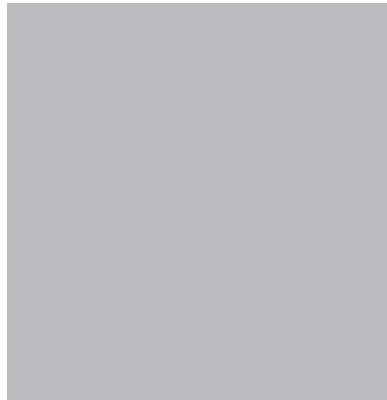
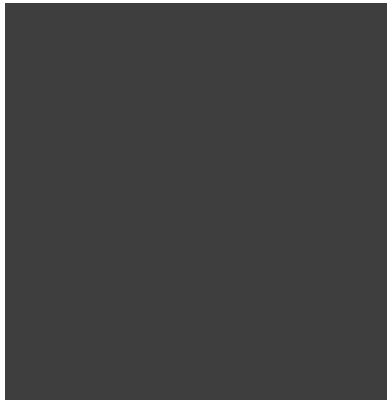
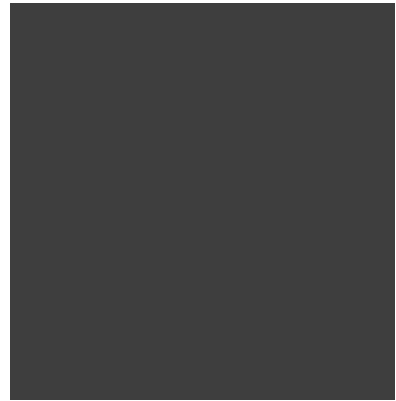
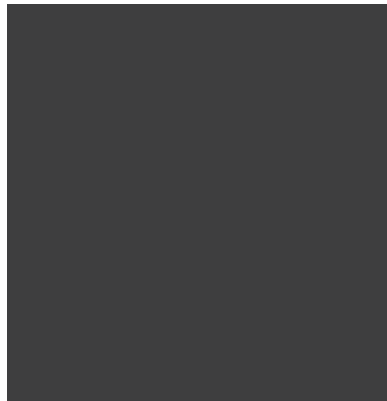
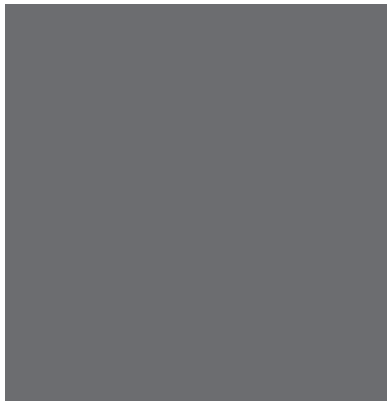
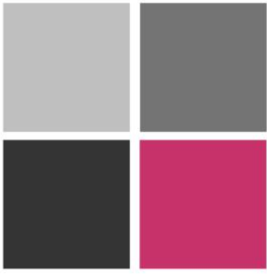




SCHOOL | MAKEUP

CHICSTUDIOS NEW YORK





CHICSTUDIOS NYC – SCHOOL OF MAKEUP 2015 CATALOG

139 FULTON STREET, SUITE 600
NEW YORK, NEW YORK 10038
917-974-8755
212-233-CHIC (2442)
WWW.CHICSTUDIOSNYC.COM

HOURS:

Monday – Friday:
10:00am – 6:00pm (Evening classes until 10pm)
(5:00 p.m. closing time when there are no Friday classes)

Saturday & Sunday:
10:00am – 5:00pm*

*Weekend appointments must be scheduled in advance. Hours are only when classes on held

HOLIDAYS:

2015

April 6	Easter Monday
May 25	Memorial Day
July 4	Independence Day
September 7	Labor Day
November 11	Veterans Day
November 26	Thanksgiving Day
December 23 – 31	Winter Break

2016

January 1 & 2	New Years
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LICENSING: CHICSTUDIOS NYC is licensed by the New York State Education Department

DISCLAIMER: The student should be aware that some information in the catalog may change. It is recommended that students considering enrollment check with the School Director to determine if there is any change from the information provided in the catalog. In addition, a catalog will contain information on the school's teaching personnel and courses offered. Please be advised that the New York State Education Department separately licenses all teaching personnel and independently approves all courses and workshops offered. Therefore, it is possible that courses or workshops listed in the school's catalog may not be approved at the time that a student enrolls in the school or the teaching personnel listed in the catalog may have changed.



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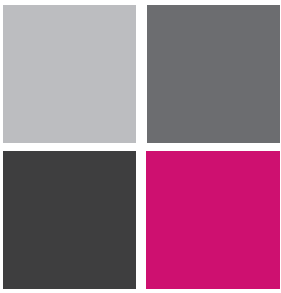


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CHICSTUDIOS NYC

CHICSTUDIOS is a fashion-forward makeup artistry-learning school and practices through course instruction, live hands-on lessons and opportunities to graduates through the 'CHICPro Community'.



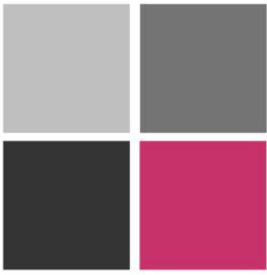
CHICSTUDIOS enables career services assisting students and alumni with opportunities and education to plan, promote and prepare their careers into the beauty industry. Upon completion of any of our courses, each alumni becomes part of our 'CHICPro Community', which is a platform for events, job opportunities, advanced education, internships, gigs or career hiring fairs.

Brands that CHICSTUDIOS uses in the classroom as well as the basic makeup kits are: MAC Cosmetics, Makeup Forever, NARS Cosmetics, Laura Mercier, Eve Pearl, Graftobian, Cinema Secrets, Bobbi Brown, NYX Cosmetics, Stila Cosmetics, Real Techniques Brushes, Embryolisse skin care and much more!

Our experienced instructors and friendly staff offer comprehensive, hands-on curriculums taught exclusively in a small class-size environment. Each classroom offers a work-station for learning purposes, for each student.

Our Master Makeup and Professional Makeup courses allows students to focus on the art and techniques of makeup artistry, along with advanced courses that allow students to advance their careers and skill-set within professional artistry.

Upon completion of the Master Makeup and Professional Makeup courses, students receive a Diploma and have an opportunity to participate in a professional photo shoot to begin their portfolios. Upon completion of these courses: Basic Makeup 101, Period Makeup, Fashion & Runway Makeup, TV & Music Video Makeup, Basic Hairstyling for Makeup Artists and Airbrush Makeup & Sunless, students receive a Certificate.



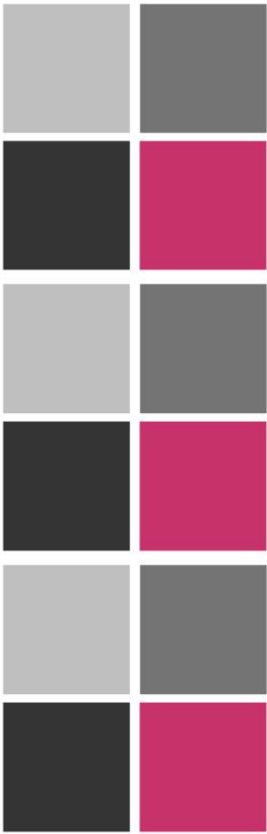
LOCATION

CHICSTUDIOS NYC is located in the heart of Downtown Manhattan, New York, surrounded by inspiration and liveliness and within walking distance to stores, cafes and restaurants. A few steps from the A/C/2/3/J/Z and Metro North transit lines.

ABOUT

CHICSTUDIOS – School of Makeup was founded by Professional Makeup Artist, Amy Nicole, and opened the first location in Manhattan, New York City in 2009.

CHICSTUDIOS – School of Makeup has been designed to teach the fundamentals and techniques of makeup artistry and provide a well-rounded education in professional makeup. CHICSTUDIOS has an array of highly qualified instructors, several intense and comprehensive curriculums.



FACILITY

CHICSTUDIOS NYC offers a spacious brightly lit school with several classrooms, high ceilings a student lounge with kitchenette, and a Library filled with fashion or beauty inspired books, magazines and informative material.

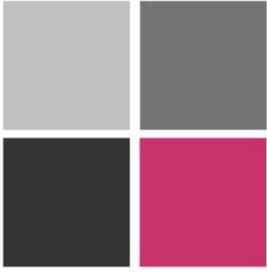
There are 2 large classrooms, which accommodates fourteen or sixteen students.

There is 1 small classroom, which accommodates seven students.

There is 1 medium classroom, which accommodates 10 students and is also used for the CHIC Makeup Lab (a working space for graduates to utilize for professional use).

CHICSTUDIOS has an 'open door policy' with the Admissions and Education Team. CHICSTUDIOS is dedicated to assisting each graduate with our aftercare program, with the 'CHICPro Community'.

CHICSTUDIOS is handicap-accessible. There are separate male and female washrooms on each floor to accommodate all students. The school and the buildings are non-smoking.



CHICSTUDIOS TEAM



AMY NICOLE



CHRISTINA OLIVO



RUTHIE WEEMS



ANGELIQUE VELEZ



JONNY POLIZZI



SHAUN GIBSON



TIM PEARSON



ANGELA CALISTI



GEO BRIAN



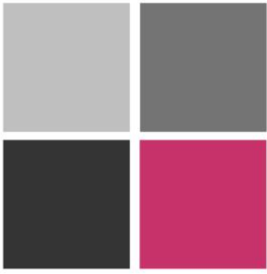
REBECCA GUTIERREZ



ANNA OLIVO



JORDAN SANTOS



CHICSTUDIOS BIOS



AMY NICOLE

President & Education Director

international makeup artist
speaker
entrepreneur

Amy's legacy for the CHICSTUDIOS brand was created out of a desire to develop a school that offered professional training, resources and the tools necessary to help makeup artists launch into a successful career. Amy began her career in Canada, refining her knowledge and trade-skills, arriving at advance principles in makeup artistry techniques. Amy has been a valuable expert for leading fashion events in New York City, Los Angeles, London and Miami working with top models and celebrities (Irina Shayk, Julie Henderson, Jessica White and Jill Zarin to name a few). Additionally, Amy has lent her expertise to broadcast realms and multiple designer fashion shows to include Diesel, Scanty, Malan Breton (of Project Runway) and many others.



CHRISTINA OLIVO
Senior School Director

specialized director
student coordinator

Christina has over 10 years of refined techniques that she utilizes every day at CHICSTUDIOS. She leverages her advertising and public relations skills to help project a roadmap for each student and colleague. Having a strong entertainment background is the fun and unique side of Christina that most all find fascinating. Christina has guided and counseled hundreds of students through the fine art of make-up artistry and remains a stellar role model for graduating classes.



CHICSTUDIOS BIOS



RUTHIE WEEMS
Lead Instructor

period makeup
fashion and runway makeup

Ruthie has been a professional makeup artist for over 9 years. She began her career in the film and television industries and has an expanded technique for beauty makeup and special effects artistry. Her resume includes an extensive list of experience within print, fashion, body art, television, film, and retail cosmetics. Verizon, Toys R Us and Coca Cola are a few advertising campaigns Ruthie has worked with campaigns for Sport Illustrated recently and various celebrity artists.



ANGELIQUE VELEZ
Lead Instructor

music video makeup
fashion mentor

Angelique attained her masters in Creative Arts and brings a disciplined style to the focused courses at CHICSTUDIOS. Spearheading the Day Courses enables Angelique to work with top-brand cosmetic companies such as Tony & Tina, Anna Sui and MAC. Within the industry, she has worked on many fashion shows such as Cynthia Steffe, Peter Som, Karen Walker, Michael Kors, among others. Angelique is active in the fashion industry as a working artist and launched her beauty inspired accessory line, breakups to makeup.



JONNY POLIZZI
Lead Instructor

fashion and runway makeup
period makeup

Jonny bring his seasoned expertise to CHICSTUDIOS from MAC Cosmetics having worked with celebrities such as Hillary Duff, Macy Grey, and Michelle Pfeiffer. Jonny has also learned the skill of airbrushing and special effects makeup to keep up with the needs of his growing clientele. Jonny has over 8 years as a professional makeup artist and works regularly in the bridal and fashion industry creating inspiration for his students.



CHICSTUDIOS BIOS



SHAUN GIBSON
Specialized Makeup Instructor

music video makeup
fashion and runway makeup

Shaun has over 8 years of professional makeup experience and began his makeup career at the Art Institute of Philadelphia while pursuing his degree in Fine Arts and Industrial Design. Shaun spent time working with MAC Cosmetics and has worked at such publications as O Magazine, Highlights, Seventeen, In Style and the New York Post. Shaun currently works with MAC cosmetics and part-time at CHICSTUDIOS.



TIM PEARSON
Specialized Makeup Instructor

fashion and runway makeup
makeup mentor

Tim, a Manhattan based Makeup Artist, has over 15 years of experience in the beauty industry. He began his career, creating looks for both theater and stage productions, but his artistic skill set has evolved to include beauty makeup, male grooming, airbrush makeup, body painting, and gender illusion. Tim celebrates 8 years with MAC cosmetics, and previously with Elizabeth Arden and beauty brand, Tony and Tina. Tim has worked alongside leading artists for NY Fashion Week, with some of the hottest designers on the runways.



ANGELA CALISTI
Hair Instructor

hair styling
freelance artist

Angela's a native New Yorker and has been doing hair for over a decade. She had a passion for hair at a very young age, having her older sister and friends mentor her. Angela is a busy stylist with a constant flow of new clients and fashion experiences bring a huge inspiration to our hair students. She was trained by some of the top stylist in NYC, including John Barrett and Oscar Blandi. Angela has also worked on major campaigns, fashion and beauty shoots. She has worked with celebrities such as; Bella Thorne, Julia Stiles, Cierra Ramirez and was featured on the BRAVO show 'Bethenny Ever After'. Angela also recently opened up her own salon.



CHICSTUDIOS BIOS



GEO BRIAN HENNINGS
Hair Instructor

hair styling & freelance artist

Geo Brian Hennings is one of New York City's most sought after stylists. His expertise in hair and makeup has led him to work with NYC's top photographers and agencies, such as Ford, Elite, & Top Model Management. His creative flair and knowledge of beauty brought him to work on Broadway's 'Spiderman: Turn Off The Dark'. Geo's styling as well as precision cut and color has given him the opportunity to work with the legendary Patti Lupone and Ingrid Michelson. He continues to work in T.V., Film, and Broadway projects.



REBECCA GUTIERREZ
Social Media Manager

speaker
event coordinator

Rebecca's degree in visual arts combined with her background in traditional and digital marketing, which adds a unique blend of experience to the CHICSTUDIOS team. She uses her analytical expertise to ensure that all communications efforts are aligned with the school's growth objectives, while adding flare to the school's already robust social media presence.



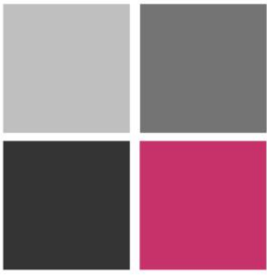
ANNA OLIVO
Marketing Coordinator

Anna brings a direct messaging approach to the CHICSTUDIOS NYC communications team, in addition to handling many facets of media globally for CHICSTUDIOS.



JORDAN SANTOS
Marketing & Social Media Coordinator

Jordan brings expanded international studies throughout the Pacific Rim to CHICSTUDIOS. Jordan has worked with high fashion brands Vera Wang, Narciso Rodriguez, Gucci and Dolce & Gabanna. Adding to her magnitude of diversity, Jordan has proficiently worked on the sets of ABC's Pretty Little Liars and Revenge, and for Vogue, Lucky, Marie Claire, Oprah and People magazines.



ADMISSIONS

HOW TO ENROLL

To apply to CHICSTUDIOS all prospective students must complete an Enrollment Application along with supporting documents and also submit a non-refundable application fee and refundable tuition deposit. Please visit our website for a downloadable version of our most recent catalog. Upon acceptance, students are required to complete an enrollment agreement and pay the balance of tuition two weeks before their selected course(s) begins.

REQUIREMENTS FOR ADMISSION

CHICSTUDIOS NYC – School of Makeup offers professional training and specialty courses for all levels of artists- beginners, intermediate (some training or self taught) and advanced artists (wanting to brush up on their current skills or take advanced training). Admission to all courses or workshops requires an application for admission, non-refundable application fee and a refundable tuition deposit. All students must be 18 or over on the first day of class in order to be enrolled or take any courses at CHICSTUDIOS.

All students must have English language proficiency. If English is not your first language, you must submit proof of English language proficiency. English language proficiency can be demonstrated by earning a score of at least 500 (paper version), 173 (computerized version), or 61 (iBT) on the test of English as a foreign language (“TOEFL”). TOEFL scores may be submitted directly to Chic Studios through the Educational Testing Service. Applicants who have a bachelor’s degree from a college or university in the United States and who submit an official transcript will be regarded as having demonstrated English proficiency.



COURSE REQUIREMENTS (PROFESSIONAL & BASIC)

PROFESSIONAL

5-WEEK MASTER MAKEUP ARTISTRY COURSE

Requirements for Admission:

- Complete Enrollment Application
- \$100.00 non-refundable application fee
- \$150.00 refundable tuition deposit
- Submit one of the following: High School Diploma, GED, College Degree or equivalent.
- Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)

4-WEEK PROFESSIONAL MAKEUP ARTISTRY COURSE

Requirements for Admission:

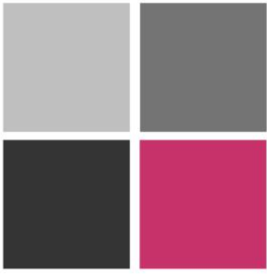
- Complete Enrollment Application
- \$100.00 non-refundable application fee
- \$150.00 refundable tuition deposit
- Submit one of the following: High School Diploma, GED, College Degree or equivalent.
- Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)

BASIC

BASIC MAKEUP 101 WORKSHOP

Requirements for Admission:

- Complete Enrollment Application
- \$100.00 non-refundable application fee
- \$150.00 refundable tuition deposit
- Personal Interview with an admission representative.
Your personal interview may take place on the telephone or in person when you tour the school.
- Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)



COURSE REQUIREMENTS (INTERMEDIATE & ADVANCED)

INTERMEDIATE

AIRBRUSH MAKEUP AND SUNLESS TANNING WORKSHOP

Requirements for Admission:

- Complete Enrollment Application
- \$60.00 non-refundable application fee
- \$190.00 refundable tuition deposit
- Personal Interview with an admission representative. Your personal interview may take place on the telephone or in person when you tour the school.
- Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)

ADVANCED

FOCUS TECHNIQUES

TV AND MUSIC VIDEO MAKEUP

FASHION AND RUNWAY MAKEUP

Requirements for Admission:

- Complete Enrollment Application
- \$35.00 non-refundable application fee
- \$65.00 refundable tuition deposit
- Submit one of the following: High School Diploma, GED, College Degree or equivalent. - Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)

BRIDAL MAKEUP AND BUSINESS BASICS

BASIC HAIRSTYLING FOR MAKEUP ARTISTS

Requirements for Admission:

- Complete Enrollment Application
- \$100.00 non-refundable application fee
- \$150.00 refundable tuition deposit
- Submit one of the following: High School Diploma, GED, College Degree or equivalent. - Complete Enrollment Agreement
- Tuition Payment (no later than two weeks prior to course or workshop)

*Must be a graduate of the 4-Week Professional course or submit proof of completion from an equivalent course of study or verifiable makeup artist experience.

Please attach required documents your proof of high school graduation (a copy of your diploma), or the equivalent of proof in an accredited higher education course (Associate/Bachelor/Master/Doctoral Course are applicable). If submitting a transcript as proof of graduation, the transcript must be original, submitted by the institution. Please see "Student Requirements" for additional points regarding enrollment requirements.



MAKEUP KITS & MATERIALS

The makeup kit is a required additional cost for the 5-week Master Makeup course, the 4-Week Professional Makeup Artistry course and Basic Makeup 101 Workshop. (The price is included in the overall cost).

Our makeup kits are basic kits and include professional brands of cosmetics, which are generously discounted off the retail prices.

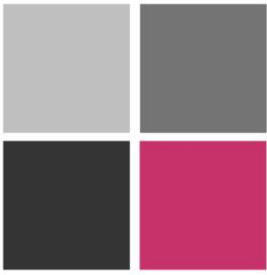


The makeup kit is filled with enough products for class applications to benefit from the curriculum at best and to apply makeup afterwards. Palettes with eye shadows, blush, foundations, concealer, lipsticks, and lip-glosses are used to maximize space as you begin your career.

The kit also includes 10 high quality makeup brushes. If you wish to bring products from home to add to your kit, we ask you bring it to class and sanitize effectively before using on students or models. Kits may be taken home daily if desired, however, kits must be brought to class every day until the class is complete.

Kit contents are subject to change based on product/brand availability. Please see the Admissions Department for the most current makeup kit list. Students taking other courses or workshops may purchase a kit at retail prices from CHICSTUDIOS, please see the Admissions Department for pricing information.





CONTACTING ADMISSIONS

Admissions department can be reached at 917-974-8755 or through our 'Contact' section on the CHICSTUDIOS NYC website, www.chicstudiosnyc.com. Appointments for tours and information can be scheduled through our website as well. Walk-ins are also welcomed between 10:00am and 5:00pm.

FINANCIAL AID

CHICSTUDIOS offers financial aid through TFC Financing as well as a payment plan for our 5-week and 4-week courses. Any questions should be directed to the School Director at 917-974-8755.

STUDENTS WITH LEARNING & OTHER DISABILITIES

Learning Disabilities: If you are a student with a learning disability and require a reasonable accommodation, please contact the School Director at 917-974-8755.

Other Disabilities: If you need a reasonable accommodation for a disability covered under the Americans with Disabilities Act, please contact the School Director. Disability means 1) a physical or mental impairment that substantially limits one or more of your major life activities; or 2) a record of such impairment; or 3) being regarded as having such impairment (i.e. as a result of the attitudes of others toward such impairment).

Any information you provide will be used only by the appropriate office and will not prejudice your application. You are not required to disclose a disability to anyone other than the Admissions Director.



COURSE DETAILS, TUITION & FEES

PROFESSIONAL

5-WEEK MASTER MAKEUP ARTISTRY COURSE

- Non-refundable application fee: \$100.00
- Refundable tuition deposit: \$150.00
- Tuition: \$4140.00
- Makeup Kit (includes sales tax): \$400.00
- Airbrush Kit & Materials (includes sales tax): \$300.00

Total Cost: \$4940.00

Upon successful completion of both courses (5-week and 4-week), you will receive a Diploma in Professional Makeup Artistry, a package of professional discount card applications and access to the 'CHICPro Community' for gigs, events and job postings.

This is an intensive, hands-on course, consisting of 116 in-class hours, and 132 total hours. Each instructional hour is 55 minutes. Students enrolling into the 5-week Professional Makeup Artistry course should be prepared to complete extra projects and assignments outside of class time, totaling approximately 16 hours. This course is designed to teach you all the needs of makeup artistry professionally, including the fundamentals and techniques.

The 5-week Master Makeup Artistry curriculum, consists of the following:

- All aspects of the 4-week professional makeup course (listed below) 100 hours
- Hairstyling for Makeup Artists workshop 18 hours
- Airbrush Makeup and Sunless Tanning workshop 14 hours

There are 3 tests during the 4-week course, including 2 written tests and 1 practical exam (on the last day of class), also 1 practical test for hairstyling and 1 written quiz for airbrush. Upon successful completion of the course, students will receive a Diploma and will be ready for moderate-entry work as a makeup artist in beauty, fashion, retail, and television. This course is not intended to provide training in cosmetology or appearance enhancement.

CHICSTUDIOS NYC accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 5TH - FEBRUARY 6TH, 2015
FEBRUARY 9TH - MARCH 13TH, 2015
MARCH 16TH - APRIL 17 TH, 2015
APRIL 20 TH - MAY 22ND, 2015
MAY 4TH - JUNE 5TH, 2015
JUNE 8TH - JULY 10TH, 2015
JULY 13TH - AUGUST 14TH, 2015
AUGUST 10TH - SEPTEMBER 11TH, 2015
SEPTEMBER 7TH - OCTOBER 9TH, 2015
OCTOBER 12TH - NOVEMBER 13TH, 2015
NOVEMBER 16TH - DECEMBER 11TH, 2015



COURSE DETAILS, TUITION & FEES

PROFESSIONAL

4-WEEK PROFESSIONAL MAKEUP ARTISTRY COURSE

- Non-refundable application fee: \$100.00
- Refundable tuition deposit: \$150.00
- Tuition: \$3124.00
- Makeup Kit (includes sales tax): \$400.00

Total Cost: \$3624.00

This is an intensive, hands-on course, consisting of 100 total hours (84 in class hours). Each instructional hour is 55 minutes. Students enrolling into the 4-Week Professional Makeup Artistry course should be prepared to complete extra projects and assignments outside of class time, totaling approximately 16 hours. This course is designed to teach you the fundamentals and techniques of professional makeup artistry.

The 4-week Professional Makeup Artistry curriculum, consists of the following:

- ♦History of Makeup & Hygiene
- ♦Skin Philosophy & Skin Care Ingredients
- ♦Color Theory & Mixing Foundations
- ♦Product Knowledge
- ♦Prepping the Skin Techniques
- ♦Makeup Tools & Materials
- ♦Foundation Testing
- ♦Day Makeup Applications
- ♦Evening Makeup Applications
- ♦Natural Makeup Applications
- ♦Shaping, Defining & Perfecting Brows
- ♦Brushes & Station Setup
- ♦Bridal Makeup Applications
- ♦Corrective Makeup Techniques
- ♦Red Lip Applications & Techniques
- ♦False Lashes Applications (strips & individual)
- ♦Male Makeup Techniques
- ♦Mature Makeup Applications & Techniques
- ♦Eye Shapes & Bone Structures
- ♦Ethnic Makeup & Skin Tones
- ♦Highlighting & Contouring
- ♦Business Information
- ♦Branding Yourself, Marketing your Business and MORE!

2015 SCHEDULE:

JANUARY 5th - JANUARY 30th, 2015
FEBRUARY 9th - MARCH 6th, 2015
MARCH 16th - APRIL 10th, 2015
APRIL 20th - MAY 15th, 2015
MAY 4th - MAY 29th, 2015
JUNE 8th - JULY 3rd, 2015
JULY 13th - AUGUST 7th, 2015
AUGUST 10th - SEPTEMBER 4th, 2015
SEPTEMBER 8th - OCTOBER 2nd, 2015
OCTOBER 12th - NOVEMBER 6th, 2015
NOVEMBER 16th - DECEMBER 4th, 2015
DECEMBER 1st - DECEMBER 22nd, 2015



COURSE DETAILS, TUITION & FEES (CONTINUED)

PROFESSIONAL

4-WEEK PROFESSIONAL MAKEUP ARTISTRY COURSE

During the 4th week of this course, you are able to select your choice of one of the following Add-On courses:

TV and Music Video Makeup
Fashion and Runway Makeup
Focus Techniques

As well, you participate in a Professional Portfolio Photo Shoot on your last day of class. Within the photo shoot, students are given practical experience, creating one look a professional model, with an on-set hairstylist and professional photographer. Images are provided to each student to use in a portfolio for professional use.

The 4- week course uses hands-on training in a majority of its teaching, through interactive demonstrations (demos) by the instructor and student rotations for practical training. This course is evaluated and updated by the Director of Education to provide the most current trends and techniques.

Class times available:

Day class: Monday to Thursday from 10:30am – 4:30pm

Evening class: Monday to Thursday from 5:30pm – 10:00pm and Friday from 5:30pm - 9:30pm

Schedules are for the first three weeks and the fourth week time range depends on the elective Add-On course selected.

There are 3 tests during the 4-week course, including 2 written tests and 1 practical exam (on the last day of class). Upon successful completion of the course, students will receive a Diploma and will be ready for entry-level work as a makeup artist in beauty, fashion, retail, and television. This course is not intended to provide training in cosmetology.

CHICSTUDIOS NYC accepts up to 16 students per class.



COURSE DETAILS, TUITION & FEES

BASIC

BASIC MAKEUP 101 WORKSHOP

- Non-refundable application fee: \$100.00
- Refundable tuition deposit: \$150.00
- Tuition: \$1195.00
- Makeup kit (includes sales tax): \$400.00

Total Cost: \$1695.00

Our Basic Makeup 101 Workshop is designed as an introduction for those who have desire to learn about makeup but are not ready to commit to a professional training course. This workshop is not intended to lead to the acquisition of occupational skills. This workshop starts with the basics, and quickly moves into basic techniques that are required for the fashion, cosmetics, runway, television & music videos industries. Over one week of training, students will learn a multitude of techniques that will build confidence and basic skills. This workshop is 22 hours; an instructional hour is 55 minutes.

The Basic Makeup 101 workshop curriculum, consists of the following:

- ♦History of Makeup & Hygiene
- ♦Skin Philosophy & Skin Care Ingredients
- ♦Mixing Exercises with Foundations
- ♦Product Knowledge
- ♦Prepping the Skin & Techniques
- ♦Makeup Tools & Materials
- ♦Foundation Testing and Applications
- ♦Step-by-Step Makeup Applications
- ♦Shaping, Defining & Perfecting Brows
- ♦Brushes & Station Setup
- ♦Liquid Liner Technique and MORE!

Upon successful completion of the course students will receive a certificate.

Class times available:

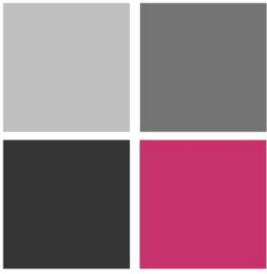
Day class: Monday to Thursday from 10:30am – 4:30pm

Evening class: Monday to Thursday from 5:30pm – 10:00pm and Friday from 5:30pm - 9:30pm

CHICSTUDIOS NYC accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 5TH - 9TH, 2015
FEBRUARY 9TH - 13TH, 2015
MARCH 16TH - 20TH, 2015
APRIL 20TH - 24TH, 2015
MAY 4TH - 8TH, 2015
JUNE 8TH - 12TH, 2015
JULY 13TH - 17TH, 2015
AUGUST 10TH - 14TH, 2015
SEPTEMBER 7TH - 11TH, 2015
OCTOBER 12TH - 16TH, 2015
NOVEMBER 16TH - 20TH, 2015
DECEMBER 1ST - 5TH, 2015



COURSE DETAILS, TUITION & FEES

INTERMEDIATE

AIRBRUSH MAKEUP AND SUNLESS TANNING WORKSHOP

- Non-refundable application fee: \$60.00
- Refundable tuition deposit: \$190.00
- Tuition: \$635.00
- Airbrush Kit & Materials (includes sales tax): \$300.00

Total Cost: \$995.00

This workshop is 14 hours; an instructional hour is 55 minutes.

The Airbrush Makeup and Sunless Tanning curriculum, consists of the following:

- ♦Introduction to Airbrushing
- ♦Equipment, supplies & cleaning
- ♦Product Knowledge
- ♦Prepping the Skin Techniques
- ♦Airbrush Foundation & Mixing Colors
- ♦Highlighting & Contouring
- ♦Makeup Applications
- ♦Blush and Color mixing
- ♦Sunless Tanning Applications & Techniques
- ♦Business of Airbrushing & Client Etiquette
- ♦Airbrush Eyebrows and MORE!

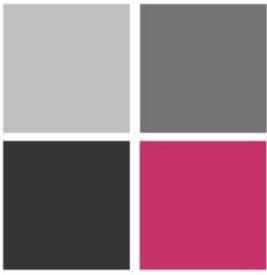
CHICSTUDIOS NYC provides models for demos and practical work. A certificate in Airbrush Makeup and Sunless Tanning is provided upon successful completion. This workshop is not intended to lead to the acquisition of occupational skills.

Class times available: Monday & Tuesday OR Saturday & Sunday: 11:00am – 6:30pm

CHICSTUDIOS NYC accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 8TH & 9TH, 2015
FEBRUARY 2ND & 3RD, 2015
MARCH 9TH & 10TH, 2015
APRIL 13TH & 14TH, 2015
MAY 18TH & 19TH, 2015
JUNE 1ST & 2ND, 2015
JULY 6TH & 7TH, 2015
AUGUST 10TH & 11TH, 2015
SEPTEMBER 7TH & 8TH, 2015
OCTOBER 5TH & 6TH, 2015
NOVEMBER 9TH & 10TH, 2015
DECEMBER 7TH & 8TH, 2015



COURSE DETAILS, TUITION & FEES

ADVANCED

FOCUS TECHNIQUES MAKEUP WORKSHOP

- Non-refundable application fee: \$35.00
- Refundable tuition deposit: \$65.00
- Tuition: \$360.00

Total Cost: \$395.00

This workshop is 14 hours; an instructional hour is 55 minutes.

The Focus Techniques makeup curriculum, consists of the following:

- ♦Variations of Smokey Eyes
- ♦Different styles of Smokey Eyes
- ♦Product knowledge for: winged liner, trends, luminous skin, smokey eyes & contouring the skin
- ♦Various techniques & styles of Winged Liner
- ♦Various techniques of Contoured skin
- ♦Various techniques of Luminous skin & More!

A certificate is awarded upon successful completion of the course.

Class times:

Monday to Thursday from 10:00am – 1:30pm

CHICSTUDIOS NYC only accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 26TH - JANUARY 29TH, 2015
MARCH 2ND - MARCH 6TH, 2015
MAY 11TH - MAY 14TH, 2015
MAY 25TH - 28TH, 2015
JUNE 29TH - JULY 2ND, 2015
AUGUST 3RD - AUGUST 6TH, 2015
AUGUST 31ST - SEPTEMBER 3RD, 2015
SEPTEMBER 28TH - OCTOBER 1ST, 2015
NOVEMBER 2ND - NOVEMBER 5TH, 2015
DECEMBER 7TH - 10TH, 2015
DECEMBER 17TH - 21ST, 2015

Advanced courses require previous makeup training or makeup experience of 50 hours or more.



COURSE DETAILS, TUITION & FEES

ADVANCED

TV & MUSIC VIDEO MAKEUP WORKSHOP

- Non-refundable application fee: \$35.00
- Refundable tuition deposit: \$65.00
- Tuition: \$360.00

Total Cost: \$395.00

This workshop is 14 hours; an instructional hour is 55 minutes.

The TV and Music Video Makeup curriculum, consists of the following:

- ♦Natural Makeup for Television
- ♦Day & Evening Makeup for Television
- ♦Set Etiquette Training
- ♦High Definition Makeup & Product Knowledge
- ♦Perfecting Techniques
- ♦Story Boards for Music Videos
- ♦TV inspirations like: Kelly Ripa, Dave Letterman & Wendy Williams.
- ♦Avant Garde Applications and MORE!

A certificate is awarded upon successful completion of the course.

Class times available:

Monday to Thursday from 2:00pm – 5:30pm

CHICSTUDIOS NYC only accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 26TH - JANUARY 29TH, 2015
MARCH 2ND - MARCH 6TH, 2015
MAY 11TH - MAY 14TH, 2015
MAY 25TH - 28TH, 2015
JUNE 29TH - JULY 2ND, 2015
AUGUST 3RD - AUGUST 6TH, 2015
AUGUST 31ST - SEPTEMBER 3RD, 2015
SEPTEMBER 28TH - OCTOBER 1ST, 2015
NOVEMBER 2ND - NOVEMBER 5TH, 2015
DECEMBER 7TH - 10TH, 2015
DECEMBER 17TH - 21ST, 2015



COURSE DETAILS, TUITION & FEES

ADVANCED

FASHION & RUNWAY MAKEUP WORKSHOP

- Non-refundable application fee: \$35.00
- Refundable tuition deposit: \$65.00
- Tuition: \$360.00

Total Cost: \$395.00

This workshop is 14 hours; an instructional hour is 55 minutes.

The Fashion and Runway Makeup curriculum, consists of the following:

- ♦Introduction to Fashion Makeup
- ♦Deconstructing the Eyes
- ♦Face Charts & Key Artistry Roles
- ♦Backstage at a Fashion Show
- ♦Fashion Trends & Forecasting
- ♦Editorial Makeup Looks
- ♦Makeup for Ad Campaigns
- ♦Contour & Highlighting Techniques
- ♦False Lash Application & Perfecting Technique
- ♦Perfecting Skin Tones
- ♦Bone Structures and MORE!

A certificate is awarded upon successful completion of the course.

Class times available:

Monday to Thursday from 6:00pm – 9:30pm

CHICSTUDIOS NYC only accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 26TH - JANUARY 29TH, 2015

MARCH 2ND - MARCH 6TH, 2015

MAY 11TH - MAY 14TH, 2015

MAY 25TH - 28TH, 2015

JUNE 29TH - JULY 2ND, 2015

AUGUST 3RD - AUGUST 6TH, 2015

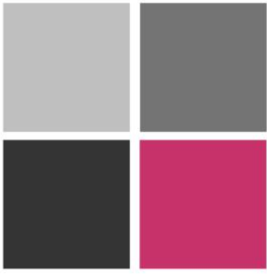
AUGUST 31ST - SEPTEMBER 3RD, 2015

SEPTEMBER 28TH - OCTOBER 1ST, 2015

NOVEMBER 2ND - NOVEMBER 5TH, 2015

DECEMBER 7TH - 10TH, 2015

DECEMBER 17TH - 21ST, 2015



COURSE DETAILS, TUITION & FEES

ADVANCED

BASIC HAIRSTYLING FOR MAKEUP ARTISTS WORKSHOP

- Non-refundable application fee: \$100.00
- Refundable tuition deposit: \$150.00
- Tuition: \$1045.00

Total Cost: \$1145.00

This workshop is 18 hours; an instructional hour is 55 minutes.

The Basic Hairstyling curriculum, consists of the following:

- ♦Styling Techniques
- ♦Styling with French Twist
- ♦Bridal Up-do's, Down-do's and half-do's
- ♦On-Set Etiquette Training
- ♦Styling with Braids & Buns/Knots
- ♦Managing Bridal Clients & Requests
- ♦Business of the Bridal Industry
- ♦Fashion & Creative Styling
- ♦Period Hair Styles
- ♦Hair Trends, Down-Styles and MORE!

CHICSTUDIOS NYC provides models for demos and practical work during this course. A hair kit is not required for this course, however a suggested hair kit list is sent to each student upon enrollment. All necessary tools, hair products and materials are provided for class use and learning purposes.

A certificate is provided upon successful completion.

Class times available:

Wednesday, Thursday & Friday: 11:00am – 5:30pm

OR Friday: 5:30pm – 9:30pm, Saturday and Sunday: 10:00am – 5:30pm

CHICSTUDIOS NYC only accepts up to 14 students per class.

2015 SCHEDULE:

JANUARY 5TH - 7TH, 2015
FEBRUARY 4TH - 6TH, 2015
MARCH 11TH - 13TH, 2015
APRIL 15TH - 17TH, 2015
MAY 20TH - 22ND, 2015
JUNE 3RD - 5TH, 2015
JULY 8TH - 10TH, 2015
AUGUST 12TH - 14TH, 2015
SEPTEMBER 9TH - 11TH, 2015
OCTOBER 7TH - 9TH, 2015
NOVEMBER 11TH - 13TH, 2015
DECEMBER 9TH - 11TH, 2015



COURSE DETAILS, TUITION & FEES

ADVANCED

BRIDAL ARTISTRY MAKEUP BASICS (Bridal Makeup and Business Basics)

- Non-refundable application fee: \$100.00
- Refundable tuition deposit: \$150.00
- Tuition: \$1195.00
- Makeup kit (includes sales tax): \$400.00

Total Cost: \$1695.00

This workshop is 22 hours; an instructional hour is 55 minutes. The Bridal Makeup and Business Basics curriculum, consists of the following:

- ♦Step-by-Step Bridal Makeup Application
- ♦False Lash Applications
- ♦Branding & Marketing Your Business
- ♦Creating Invoicing/Receipts & Rate Cards
- ♦Building a Website, Fan Page or Blog
- ♦Social Media Ideas
- ♦How to Network effectively
- ♦Focus Techniques (lips, eyes & skin)
- ♦Smokey Eye Techniques
- ♦Professional Photo Shoot (1 look)
- ♦Bridal Makeup Looks, Trends and MORE!

A certificate is awarded upon successful completion of the workshop.

The Bridal Makeup and Business Basics workshop is designed to provide the tools necessary to start your own freelance business in makeup artistry. The curriculum is mixed with practical and hands-on training, as well as role-playing and theory. This workshop is designed to build confidence and practical business insight for a career in the beauty industry. Included in this workshop, is a makeup kit and a professional photo shoot. The photo shoot consists of on-set training, completing a makeup look on a model with a professional hair stylist and photographer to capture images for a portfolio.

Class times available:

Day class: Monday to Thursday from 10:30am – 4:30pm

Evening class: Monday to Thursday from 5:30pm – 10:00pm and Friday from 5:30pm - 9:30pm

CHICSTUDIOS NYC only accepts up to 16 students per class.

2015 SCHEDULE:

JANUARY 19TH - JANUARY 23RD, 2015

FEBRUARY 23RD - 27TH, 2015

MARCH 30TH - APRIL 3RD, 2015

MAY 4TH - 7TH, 2015

MAY 18TH - 21ST, 2015

JUNE 22ND - 26TH, 2015

JULY 27TH - 31ST, 2015

AUGUST 24TH - 28TH, 2015

SEPTEMBER 21ST - 25TH, 2015

OCTOBER 26TH - 30TH, 2015

NOVEMBER 30TH - DECEMBER 4TH, 2015

DECEMBER 11TH - 16TH, 2015



SERVICES

STUDENT SERVICE

CHICSTUDIOS is committed to supporting student success.

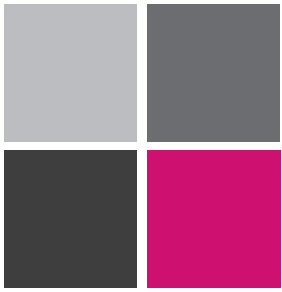
Academic advice, housing advice, learning resources, and accommodations for students with disabilities are offered by appointment to any student who is having difficulty in the classroom.

CHICSTUDIOS NYC also has an on-site library where students can access research material associated to makeup artistry and the field of art as inspiration.

As research is the foundation of learning any technique, students are encouraged to spend time browsing and educating themselves on the industry and professional artists within it.

Wireless access and a laptop with printing options are available on a sign-in basis.





SERVICES

CAREER SERVICES

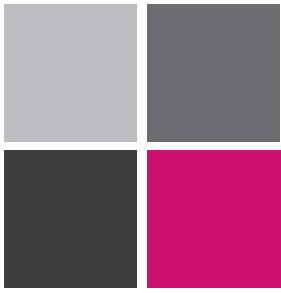
The Career Services at CHICSTUDIOS NYC - School of Makeup Artistry is in place to provide students and alumni of CHICSTUDIOS' professional programs with opportunities and education to plan, promote, and prepare their careers once they begin their ventures into the beauty industry. CHICSTUDIOS is proud to have contacts with many employers such as MAC, SEPHORA, MACY'S to name a few and clients to bring a variety of internships, freelance opportunities, hiring fairs and job placement assistance to our qualified applicant pool.

Upon completion of any of our diploma programs, you become part of our CHICSTUDIOS community, which is a platform for events, freelance gigs, networking activities or events, advanced education opportunities, internships, or hiring fairs. The Career Services department has an open door policy, to allow for feedback on career questions, which is welcomed upon program completion.

Please note that CHICSTUDIOS does not guarantee employment upon graduation of any of our programs or workshops, however we will provide placement assistance in the direction of makeup you wish to pursue. Our graduates enjoy careers in fields such as: cosmetic retailing, bridal, freelance special event, television/music video/film makeup industries, and fashion shows, among others.

CHICSTUDIOS selects up to 10 artists every year through a casting process to provide an avenue for potential work within the makeup industry, through the CHICSTUDIOS Pro Team. CHICSTUDIOS also continues to work with several designers and PR companies each year for New York Fashion Week and we create a makeup team made up solely of graduates. Please inquire regarding castings for these opportunities.





SCHOOL POLICIES

CONDUCT CODE

At CHICSTUDIOS, our goal is to prepare students to become professional artists who maintain respect for those they work with in the studio and in the future, as well as etiquette with products and people. This ensures the best route to a successful career. If a student is being disruptive or distracting during a course, they may be asked to leave the classroom, and will be marked off accordingly off the attendance sheet. All students must apply by the following policies while in the school and taking any program at CHICSTUDIOS NYC:

There is no dress code, however we suggest that you be mindful of your perception in the beauty industry, and you should be well groomed. If you are representing CHICSTUDIOS during an event, you will be informed of the dress code if one is required. As we are in a learning environment that enhances the education of all students, please note that you will be required to sit in for makeup rotations. The term “rotation” refers to one student sitting in as the model while the other student acts as the artist. Then, the team switches roles. This will ensure all students participate in equal practice time. If there is an uneven amount of students in a class, then CHICSTUDIOS will do our best to provide a practice model, but one student may be asked to work on him or herself in the mirror.

Students are asked and expected to keep all areas in the school tidy and clean, as this is a reflection of your working environment. Garbage should be thrown out each day, counters wiped down, mirrors cleaned, and kits closed and ready for following day. All tools being used on each other or models must be sanitary at all times and cleaned after use. Please be cautious and aware of studio products when used during your rotations, and that they are returned to their proper place prior to leaving the studio that day. Note that CHICSTUDIOS NYC may perform random makeup kit checks. No food is allowed in the classroom, however, beverages with closed caps are permitted.

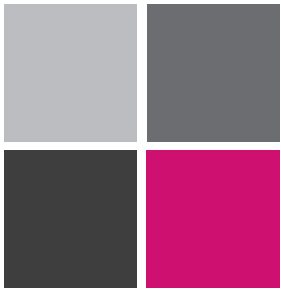
CHICSTUDIOS is proud of our “Open Door Policy.” If there is ever a need to speak with someone regarding a class issue or clarification, please feel free to see our School Director.

ATTENDANCE POLICY

CHICSTUDIOS NYC students are expected to take class days and hours seriously. Please note that any time after 10 minutes past the start of scheduled class time is considered late and attendance will be marked as such. Requirements for course completion (thus graduation) are partly based on attendance, so it is imperative that students arrive to class on time and refrain from absences. Tardiness also applies to returning late from lunches or breaks, so keeping up on time is encouraged and expected.

If an unavoidable absence occurs, it is the student’s responsibility to contact the school and let them know amount of time needed for absence. In order to successfully complete the programs, students must complete a minimum of 90% of scheduled course hours however make up hours can be scheduled. Students in the 4-Week Professional Course who has missed more than ten percent of scheduled course hours must meet with the School Director to discuss options (which may require paying for make up hours).

Students in the 4-Week or 5-Week Professional Courses who have missed class time may attend a makeup session (or cost), or participate in the evening class (free of charge). For specific dates and times please contact the School Director. The cost for each makeup class per hour is \$50.00 with a minimum of two hours, and depends on missed hours. Students must provide their own models for makeup sessions if possible. A student who is excessively late or absent may be placed on probation or be required to repeat a unit, or a leave of absence may be requested.



SCHOOL POLICIES

LEAVE OF ABSENCE

CHICSTUDIOS recognizes that emergencies occur that may require a student to temporarily leave the school. We recommend that students consider the decision to interrupt their studies carefully. Students must apply to the School Director for a leave of absence for a period of up to sixty (60) days. A leave of absence may be granted to students in the 4-Week or 5-Week Professional Course for several reasons:

- Personal: A personal or family tragedy, serious emergency or other special circumstances that make attendance impossible or impractical.
- Medical: Emergency or planned medical treatment for self or a family member. In the case of personal medical treatment, a physician's note must be provided to the school. A leave of absence can be granted for a period of up to 180 days in such cases, as determined by the School Director.
- Military: (Reserve or active duty) A copy of the student's military orders must be provided. A leave of absence will result in a grade of "I" or Incomplete.

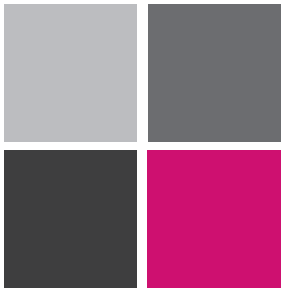
PROCEDURE FOR REQUESTING A LEAVE OF ABSENCE:

A student seeking a leave of absence must submit a signed letter to the School Director specifying the reason for the request and the dates for which the leave is requested. The School Director will evaluate the request and notify the student if the leave of absence has been granted. Leaving and failing to place a written request for a leave of absence will result in a student being withdrawn from the program after a period of seven (7) calendar days from the student's last date of attendance. Any student who is granted a leave of absence and fails to return will be considered withdrawn as of the first day of his or her leave of absence, and tuition may not be refunded depending on the circumstances.

RETURNING TO CHICSTUDIOS AFTER A LEAVE OF ABSENCE:

While a leave of absence is over upon the student's return to class, all repeated content counts as leave of absence time towards the 60-day maximum time frame. Students will be placed on probation upon returning to school. Students will be placed in the instructional program at the point commensurate with their skill level retained at the time of return from leave. Students on a leave of absence for thirty (30) days or longer will be required to take an exam to determine placement upon return to the program. The class schedule will be based upon the student's request to return and space availability. If there is no space in the schedule requested, a student may be offered alternative schedule options or may have to wait until space is available in the desired schedule. In that case, the leave of absence will be continued until the student is able start the new schedule. However, in no case will the leave be continued for more than sixty (60) days. If the student is not able to join a class within sixty (60) days the student will be withdrawn from the program.

Students will not be required to make tuition payments while on an approved leave of absence. Students are advised to meet with the School Director to determine when the next payment will be due. Students will not be subject to additional tuition if they return to the same class schedule they attended prior to their leave of absence. In some cases, students cannot return to the same class schedule due to lack of available space in that schedule. In those cases, students will not be subject to additional tuition if they return to the schedule suggested by the school. Students may be subject to tuition changes if they request a schedule change. Leaves of absence are granted for good reason shown and in accordance with such limitations as may from time to time be prescribed by the New York State Education Department. A student on an approved leave of absence is considered as having "in school" status.



SCHOOL POLICIES

SCHEDULE CHANGES

Students occasionally find that the original schedule, under which he/she enrolled, is no longer practical or desirable. In certain cases it may be possible to change schedules with written approval from the School Director. A different schedule of the same program may have a different refund policy. If the school changes the student's schedule, the refund policy of the new schedule will be that which is in effect for the student. If a new schedule is approved, an enrollment agreement for the new schedule must be completed in full and attached to the original enrollment agreement.

PROBATION

Conduct: A student who violates the code of conduct above or otherwise exhibits a poor or disruptive attitude (such as ignoring a directive or placing individual concerns above the group) may be placed on probation, and/or required to repeat a unit.

SATISFACTORY ACADEMIC PROGRESS (SAP)

A student enrolled in the 4-Week Professional course at CHICSTUDIOS is expected to maintain satisfactory academic progress (SAP). A student must maintain a minimum cumulative grade of 80% and attend 90% of scheduled class hours. A student's satisfactory academic progress will be evaluated at the midpoint and at the end of the program. At the time of the midpoint evaluation, the student must have a minimum cumulative grade of 80% and have completed 80% of the student's scheduled clock hours. Students who have achieved less than 90% of scheduled hours must have makeup sessions scheduled at the time of the midpoint evaluation. At the final evaluation all students must have a minimum cumulative grade of 80% and have completed 90% of scheduled class hours.

GRADING POLICY & PROGRAM COMPLETION

Students in the 4-Week or 5-Week Professional course receive written exams and practical evaluations during the course of the program. Students are required to maintain a grade of 80% or better in order to complete the program. Students failing to achieve grades of 80% or better may be placed on probation. Students must have an average of 80% by the midpoint of the program in order to maintain Satisfactory Academic Progress. CHICSTUDIOS uses the following grading scale for the 4-Week Professional course. An 80% or higher is required to graduate.

GRADUATION REQUIREMENTS

Specialty Programs require a 90% or higher to graduate. The requirements for graduation and to receive a Diploma are as follows:

- Tuition must be paid in full
- An 80% or better in full course (includes exams and homework satisfied).
- Attendance of 90% or better throughout course entirety.

95 - 100	Excellent	A	Active
90 - 94	Very Good	L	Leave of Absence
85 - 89	Good	AP	Active, on Probation
80 - 84	Satisfactory	W	Withdrawn
0 - 79	Fail	T	Terminated
		G	Graduated
I	Incomplete		



TUITION & FEES

BASIC MAKEUP 101 WORKSHOP

- Non-refundable application fee: \$100.00
 - Refundable tuition deposit: \$150.00
 - Tuition: \$1195.00
 - Makeup kit (includes sales tax): \$400.00
- Total Cost: \$1695.00

4-WEEK PROFESSIONAL MAKEUP ARTISTRY COURSE

- Non-refundable application fee: \$100.00
 - Refundable tuition deposit: \$150.00
 - Tuition: \$3124.00
 - Makeup Kit (includes sales tax): \$400.00
- Total Cost: \$3624.00

5-WEEK MASTER MAKEUP ARTISTRY COURSE

- Non-refundable application fee: \$100.00
 - Refundable tuition deposit: \$150.00
 - Tuition: \$4140.00
 - Makeup Kit (includes sales tax): \$400.00
 - Airbrush Kit & Materials (includes sales tax): \$300.00
- Total Cost: \$4940.00

BASIC HAIRSTYLING FOR MAKEUP ARTISTS WORKSHOP

- Non-refundable application fee: \$100.00
 - Refundable tuition deposit: \$150.00
 - Tuition: \$1045.00
- Total Cost: \$1145.00

AIRBRUSH MAKEUP AND SUNLESS TANNING WORKSHOP

- Non-refundable application fee: \$60.00
 - Refundable tuition deposit: \$190.00
 - Tuition: \$635.00
 - Airbrush Kit & Materials (includes sales tax): \$300.00
- Total Cost: \$995.00

FOCUS TECHNIQUES, TV & MUSIC VIDEO MAKEUP, FASHION & RUNWAY MAKEUP WORKSHOPS

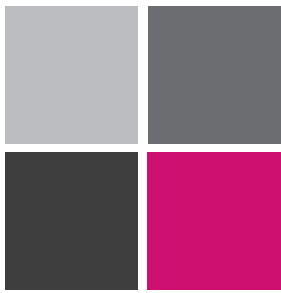
- Non-refundable application fee: \$35.00
 - Refundable tuition deposit: \$65.00
 - Tuition: \$360.00
- Total Cost: \$395.00

BRIDAL ARTISTRY MAKEUP BASICS (Bridal Makeup and Business Basics)

- Non-refundable application fee: \$100.00
 - Refundable tuition deposit: \$150.00
 - Tuition: \$1195.00
 - Makeup kit (includes sales tax): \$400.00
- Total Cost: \$1695.00

Additional Charges

- Replacement makeup kits: \$400.00 to purchase.
- Makeup Sessions: students will be charged between \$28.00-\$58.00 per hour (depending on workshop/program) for each makeup session. Minimum of 2 hours required. There are no refunds on missed makeup sessions.
- Returned checks: A fee of \$30.00 for any check returned to the school from the bank, for any reason, will be charged to individual student's account.
- Replacement diploma: \$25.00 includes domestic shipping.



CANCELLATION, WITHDRAWAL AND REFUND POLICIES

All enrolled students are required to read and understand CHICSTUDIOS policy regarding tuition refunds and cancellations on these pages before you sign an enrollment agreement. If you do not understand it or are confused by the School's explanation, please get assistance before you sign.

You may ask for help from the New York State Education Department, 116 West 32nd Street, 5th Floor, New York, NY, 10001, 212-643-4760. The failure of a student to immediately notify the School Director in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to section 5002(3) of the Education law. The tuition refund policy is based on the number of weeks of the course.

The refund policy applicable to a given program of study is based upon the number of weeks of instruction in the program. For purposes of the School's refund policy, a week of instruction consists of between 2 and 30 clock hours of instruction within seven consecutive days. Refunds for programs that are six weeks or less are calculated on a "Mini" refund policy. No grouping of courses can exceed six weeks in duration.

A student who cancels within seven (7) days of signing the enrollment agreement but before instruction begins will receive the return of all amounts paid with the exception of the non-refundable Application Fee. Due to their personal nature, makeup kits are not returnable.

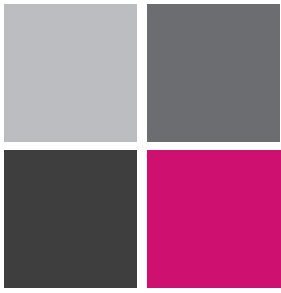
Thereafter, the student will be liable for:

- The non-refundable Application Fee, plus
- The cost of insurance fee and materials accepted and not returned in good condition within twenty (20) days after the student withdrawal from the school, plus
- Tuition liability as of the student's last day of physical attendance. Tuition liability is determined by the percentage of the program offered to the student determined as follows:

If termination occurs:

0-15% of the Program School may keep 0%
16-30% of the Program School may keep 25%
31-45% of the Program School may keep 50%
46-60% of the Program School may keep 75%
After 60% of the Program School may keep 100%

- If the School rejects this agreement, all payments made under this agreement shall be refunded in full except the application fee and the cost of materials accepted and not returned in good condition within twenty (20) days of rejection.
- If injured, prolonged illness or other circumstances beyond the student's control which render it impracticable for the student to continue in the school, the school will, within thirty (30) days after notice of the circumstances, propose and will thereafter make a settlement of the student's obligation to the school which is fair and reasonable to the student and the school.
- The student refund may be more than stated above if an applicable accrediting agency policy requires a greater refund.
- Amounts paid in excess of the charges as determined above would be refunded within forty-five (45) days of the date on which the student gives the school written notice of withdrawal or if the student does not give written notice, within forty-five (45) days of the date that the school determines that the Student has withdrawn.



CANCELLATION, WITHDRAWAL AND REFUND POLICIES

WITHDRAWAL

A student may be withdrawn for failure to meet the terms of probation, violation of the Code of Conduct, unexcused absence, academic failure as described herein, or failure to fulfill tuition payments or other financial obligations. A student's financial obligations are as provided in the executed Enrollment Agreement. CHICSTUDIOS reserves the rights to, at its discretion, withdraw any student whose continued enrollment, in the judgment of the School, is not in the best interest of either the student or CHICSTUDIOS.

Departing School Students wishing to withdraw from a program at CHICSTUDIOS must:

- Place the request in writing stating the reason(s) necessitating departure.
- Schedule an exit interview.

Any refund or payment due will be calculated and paid within forty-five (45) days of the date of determination of the student's withdrawal. The failure of a student to immediately notify the School Director in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to section 5002(3) of the New York State Education Law.

RE-ENTRY

Any student who has been withdrawn from the 4- Week or 5-Week Professional Course may apply for re-entry at a later date.

To request re-entry, a student must:

- Discuss the circumstance with the School Director.
- Place the request in writing stating the reason(s) necessitating departure from the Course and the justification for completion of the course without further interruption.
- Receive approval from the School Director. The School Director, in her discretion, may impose additional requirements in order to help ensure the student's success upon re-entry.
- Students must take a placement test. CHICSTUDIOS will then review the results of the skills test and written exam to determine the point at which the student should be required to return to the Course.
- Sign a new enrollment agreement. Tuition will be assessed on a pro-rated basis.

DISCIPLINARY PROCEDURES AND HEARINGS

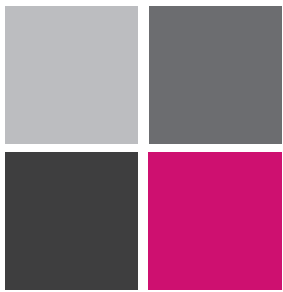
Upon request, detailed procedural guidelines are available for review in the Office of the School Director.

INFORMAL RESOLUTION ATTEMPT

A good-faith attempt will be made to resolve all problems informally, initially by the appropriate administrator or faculty member. This may include informal discussions with the alleged violator and faculty members, deans, or administrators. If the matter is not resolved by an informal resolution attempt, the alleged violator shall be requested to designate whether he/she wishes to have the charge determined by a formal hearing pursuant to CHICSTUDIOS procedures for a disciplinary hearing. Upon such designation in writing, a formal hearing will be set within 5 school/business days.

RELEASING DISCIPLINARY INFORMATION

Details relating to any disciplinary proceedings, the decision, and the names of individuals involved will not be made available except as required for internal School purposes as required by law, or when charges are made, or proceedings instituted by or against CHICSTUDIOS or any member of the School community in courts of law or by governmental agencies.



CANCELLATION, WITHDRAWAL AND REFUND POLICIES

GRIEVANCE

CHICSTUDIOS views students as responsible citizens who are integral members of the School community. Policies and practices pertaining to student relations and services should reflect this point of view. School officers continue to seek to ensure that this philosophy is implemented. Even with this philosophy in place, complaints and misunderstandings may arise. It is the purpose of these grievance procedures to ensure that any problem is dealt with promptly and confidentially.

INFORMAL REVIEW

- Discuss the problem informally, with the student, faculty member, dean, or staff member involved.
- A student should not consider a formal review unless an informal review has occurred.

FORMAL REVIEW

- Obtain, complete, and return a student grievance form to the School Director within seven (7) days of the incident.
- Upon receipt of the form, a prompt investigation of the facts related to the nature of the grievance will be conducted. After thoughtful consideration, a decision will be made.
- The student will be advised of the decision and resulting action to be taken within five school days.
- If, for any reason, the student is not satisfied with the results of the investigation conducted, the student may ask the School Director to submit the matter to the President for review.
- The student will be advised of the decision and resulting action to be taken within ten school days.

COMPLAINTS

NEW YORK STATE EDUCATION DEPARTMENT

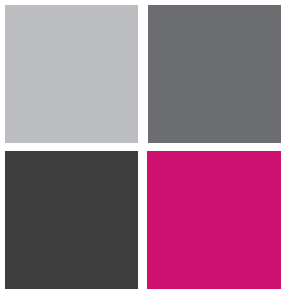
If you are or were a student at a Licensed Private School in the State of New York and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with the New York State Education Department.

Contact the New York State Education Department at:

New York State Education Department
116 West 32nd Street, 5th Floor
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
212-643-4760

EMERGENCIES AND EVACUATION PROCEDURE

CHICSTUDIOS NYC is serious about the safety of its school and students. It is an instructor's responsibility to ensure that all students are aware of the emergency exit maps. Maps are also posted on the wall of every room and in the school. In case of emergency, a staff member will ensure that students take an orderly and safe route to exit the building. The first staff member to leave the building ensures that everyone is out of the classrooms and emergency personnel is contacted. Until emergency personnel has granted safe reentry, no student or staff member may reenter the school.



NYSED DISCLOSURE

Schools are required to give this disclosure pamphlet to individuals interested in enrolling in their school.

What You Should Know about Licensed Private Schools and Registered Business Schools in New York State. What is the purpose of this pamphlet?

All prospective and enrolled students in a non-degree granting proprietary school are required to receive this pamphlet. This pamphlet provides an overview of students' rights with regard to filing a complaint against a school and accessing the tuition reimbursement fund if they are a victim of certain violations by the school. Trade schools, which are licensed by the New York State Education Department and business schools, which are registered by this Department, are required to meet very specific standards under the Education Law and Commissioner's Regulations. These standards are designed to help insure the educational appropriateness of the programs, which schools offer. It is important for you to realize that the New York State Education Department's Bureau of Proprietary School Supervision closely monitors and regulates all non-degree granting proprietary schools. The schools are required to have their teachers meet standards in order to be licensed by the Department. Schools are also required to have their curriculum approved by the New York State Education Department every three years, thereby helping to insure that all curriculum offered in the schools are educationally sound. In addition, staff members of the Bureau of Proprietary School Supervision are often in the school buildings monitoring the educational programs being offered. The interest of the New York State Education Department is to insure that the educational program being offered meets your needs and that your financial investment is protected. The New York State Education Department's Bureau of Proprietary School Supervision wishes you success in your continued efforts to obtain the necessary skill training in order to secure meaningful employment. In addition, Bureau staff will continue to work with all the schools to help insure that a quality educational program is provided to you.

Who can file a complaint?

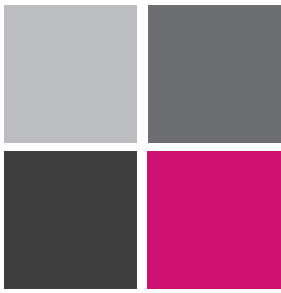
If you are or were a student or an employee of a Licensed Private or Registered Business School in the State of New York and you believe that the school or anyone representing the school has acted unlawfully, you have the right to file a complaint with the New York State Education Department. What can a student or employee complain about? You may make complaints about the conduct of the school, advertising, standards and methods of instruction, equipment, facilities, qualifications of teaching and management personnel, enrollment agreement, methods of collecting tuition and other charges, school license or registration, school and student records, and private school agents.

How can a student or employee file a complaint?

You should try to resolve your complaint directly with the school unless you believe that the school would penalize you for your complaint. Use the school's internal grievance procedure or discuss your problems with teachers, department heads, or the school director. We suggest that you do so in writing and that you keep copies of all correspondence to the school. However, the school cannot require you to do this before you file a complaint with the New York State Education Department. If you do file a complaint with the Department, please advise the Bureau of any action that you have taken to attempt to resolve your complaint.

The steps you must take to file a complaint with the New York State Education Department are:

Write to the New York State Education Department
116 West 32nd Street (5th Floor)
New York, New York 10001



NYSED DISCLOSURE (CONTINUED)

(continued)How can a student or employee file a complaint?

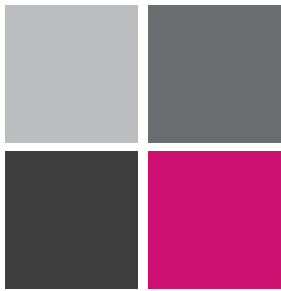
By telephone- at (212) 643-4760, requesting an interview for the purpose of filing a written complaint. Bring all relevant documents with you to the interview, including an enrollment agreement, financial aid application, transcripts, etc. An investigator from the Department will meet with you and go through your complaint in detail. If you cannot come for an interview, send a letter or call the office to request a complaint form. You must complete and sign this form and mail it to the office. Please include with it copies of all relevant documents. You should keep the originals. You must file a complaint within two years after the alleged illegal conduct took place. The Bureau cannot investigate any complaint made more than two years after the date of the occurrence. The investigator will attempt to resolve the complaint as quickly as possible and may contact you in the future with follow-up questions. You should provide all information requested as quickly as possible; delay may affect the investigation of your complaint. When appropriate, the investigator will try to negotiate with the school informally. If the Department determines that violations of law have been committed and the school fails to take satisfactory and appropriate action then the Department may proceed with formal disciplinary charges.

What is the Tuition Reimbursement Fund?

The Tuition Reimbursement Fund is designed to protect the financial interest of students attending proprietary schools. If a school closes while you are in attendance, prior to the completion of your educational program, then you may be eligible for a refund of all tuition expenses, which you have paid. If you drop out of school prior to completion and you file a complaint against the school with the State Education Department, you may be eligible to receive a tuition refund if the State Education Department is able to provide factual support that your complaint is valid and to determine that there was a violation of Education Law or the Commissioner's Regulations as specified in Section 126.17 of the Commissioner's Regulations. To file a claim to the Tuition Reimbursement Fund, you must first file a complaint with the State Education Department at the address included in this pamphlet. The staff of the State Education Department will assist you in the preparation of a tuition reimbursement form (a sample of this form should have been provided to you upon enrollment).

What should students know about "private school agents?"

Private School Agents are employed by schools for the purpose of recruiting or enrolling students in the school; they are not school counselors. Private school agents cannot require a student to pay a placement or referral fee. Each school agent must be licensed by the New York State Education Department, must have an Agent identification card and must be a salaried employee of the school. School agents who cannot show an Agent Identification Card are breaking the law if they try to interest students in enrolling in a particular school or group of schools. The name(s) of the agent(s) who enrolled a student must appear on that student's enrollment agreement. Therefore, you should write down the name of the agent who talked to you. Each student will be required to confirm the name(s) of the agent(s) when signing the enrollment agreement. A full refund shall be made to any student recruited by an unlicensed private school agent or even by a licensed agent if there is evidence that the agent made fraudulent or improper claims. To find out if you are eligible to receive a refund, you must follow the complaint procedures included in this page.



NYSED DISCLOSURE (CONTINUED)

What should students know about "grants and guaranteed student loans"?

A grant is awarded to a student based on income eligibility, and it does not need to be repaid (for example, New York State Tuition Assistance Program (TAP) grants or Pell grants provided by the federal government). Guaranteed student loans are low interest loans provided under the Federal Guaranteed Student Loan Program. The decision to apply for such a loan is yours-- the school cannot require that you apply for a loan. You should understand that if you pay school tuition with money loaned to you from a lender you are responsible for repaying the loan in full, with interest, in accordance with the terms of the loan agreement. A failure to repay the loan can hurt your credit rating and result in legal action against you. Even if you fail to complete your educational program, you are still responsible for repaying all of the money loaned to you. It is your right to select a lender for a guaranteed student loan. The school cannot require you to apply to a particular lender or lending institution. However, the school can recommend a lender, but if it does, the school must also provide you with a statement about your right and ability to obtain a loan from another lender and the insurance premiums charged on these loans. Read and understand all the information and applications for financial aid grants and loans before signing.

What is the tuition refund and cancellation policy?

All schools must have a tuition refund and cancellation policy for each program included in the catalog and in the student enrollment agreement. Read and understand the school's policy regarding tuition refund and cancellation before you sign the enrollment agreement. If you do not understand it, or are confused by the school's explanation, get help before you sign. You may ask for assistance from the Department at the address included in this pamphlet.

Where can students file a complaint, file a claim to the tuition reimbursement fund, or get additional information?

Contact the New York State Education Department at:
New York State Education Department
116 West 32nd Street, (5th Floor)
New York, New York 10001
Attention: Bureau of Proprietary School Supervision
(212) 643-4760

This pamphlet is provided to you by the New York State Education Department (NYSED). The NYSED regulates the operation of Licensed Private Schools and Registered Business Schools/Computer Training Facilities.



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