# COSMETOLOGY
# 2024-2026 CATALOG ADDENDUM

College of Hair Design – Main Campus (Downtown)
304 South 11th Street
Lincoln, NE 68508

College of Hair Design - East Campus
9000 Andermatt Drive
Lincoln, NE 68526

The catalog is published once each year. Any changes will be provided through an addendum to the catalog.

**2026 Tuition Rates Effective August 1, 2026**

| | Cosmetology |
|---|---|
| **Tuition** | **$20,000** |
| **Kit** | **$3,100** |
| **App Fee** | **$150** |
| **Total** | **$23,250** |

The catalog is published once each year. Any changes will be provided through an addendum to the catalog.

**February 9, 2026 .....Extension of Catalog Publication Period**

The current College of Hair Design catalogs will be updated by August 31, 2026. Students and staff will be notified of the update by email.

**February 9, 2026……..…Student Grievances and Complaints**

College of Hair design takes great pride in its academic programs and student success. Students are encouraged to express any concerns they have regarding their educational experience as follows:

1. Problems and/or complaints should be addressed with the Institute Director and they will provide a response to the student within 14 calendar days.
2. If the student is not satisfied with the Institute Director's response, the student may file a complaint via email to:

Wendy Cole, Director of Compliance and Student Services
grievance@douglasj.com
517-853-3910

A response will be provided within 14 calendar days unless informed otherwise

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**February 9, 2026…….. Location of 2026 Program Start Dates**

The College of Hair Design (CHD) program start dates for 2026 are located on the CHD website under Programs > Program Start Dates.

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**January 1, 2026…….2026 Holidays**

**New Year's Day** – Thursday, January 1st, 2026

**Easter Sunday** – Sunday, April 5th , 2026

**Memorial Day** – Sunday, May 24th & Monday, May 25th, 2026

**Independence Day** – Saturday, July 4th & Sunday, July 5th, 2026

**Labor Day** – Sunday, September 6th, & Monday, September 7th, 2026

**Thanksgiving** – Thursday, November 26th, 2026

**December Holidays** –
Thursday, December 24th, 2026
Friday, December 25th, 2026
Saturday, December 26th, 2026
Sunday, December 27th, 2026
Thursday, December 31st, 2026 (Close at 4:30pm)

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**December 22, 2025……CHD Institute Director Change**
The individual holding the CHD Institute Director title has changed and all inquiries related to this position should be directed to the following individual:

**Jamie Berglund**
Institute Director
College of Hair Design
402-488-7007/402-474-4244
jamie.berglund@collegeofhairdesign.com

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**August 22, 2025 ..... Notification of New Graduation Date for Students Taking a Leave of Absence**
Students taking a leave of absence will sign an enrollment agreement addendum which contains the new graduation date.

**..... Career Opportunities**
College of Hair Design prepares graduates of its Cosmetology program for licensing and careers in the Cosmetology industry. These careers include entry level positions or ownership in the industry.

The Nebraska Department of Health and Human Services (DHHS) is the licensing approval agency.

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**August 1, 2025……Cosmetology Kit Fee Change**
New cosmetology kit (Tools & Books) fee $3100

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**July 1, 2025.....Extension of Catalog Publication Period**
Effective July 1, 2025, the catalog covers the period ending December 31, 2025.

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**July 1, 2025..... Removal of Overtime Charges**
Effective July 1, 2025, students enrolling in programs beginning on or after August 1, 2025, will not incur overtime charges.

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**June 10, 2025..... New Location of Faculty and Staff Directory**

The faculty and staff directory are now located in a separate document, which can be found with the catalog.

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**April 1, 2025 .....Usage of SMART Student Information System**
As of April 21, 2025, the SMART portal will no longer be used due to the transition to new software. To access attendance records, grades, or progress reports, please contact the Student Services Coordinator.

Additionally, employment information will no longer be entered into or tracked through the OnlineSmart program.

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**March 14, 2025 .....Removal of Application Fee**
College of Hair Design no longer charges an application fee of $50.

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**March 1, 2025 ..... Correction to Leave of Absence Related Withdrawals**
The statement in the *Tuition Settlement and Refund Policy* has been corrected to read:

> If a student on a leave of absence fails to return on the expected date, they will be considered officially withdrawn as of that date.

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**January 1, 2025 ..... 2025 Tuition and Fees**

| College of Hair Design - East | Cosmetology |
|---|---|
| Tuition* | 18,900 |
| State Entrance Fee | 100 |
| Enrollment Fee | 100 |
| Tools and Books | 3072 |
| Total | 22,172 |
| *Per Hour Charge | *10.50* |

| TUITION AND FEES EFFECTIVE AUGUST 1, 2025 | |
|---|---|
| College of Hair Design - East | Cosmetology |
| Tuition* | 19,500 |
| State Entrance Fee | 100 |
| Enrollment Fee | 100 |
| Tools and Books | 3072 |
| Total | 22,772 |
| *Per Hour Charge | *10.83* |

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**December 18, 2024 ..... Late Clock-ins From Lunch**
Students who clock in late from lunch will not have adjustments made to their time, resulting in lost hours or minutes.

Students will receive three courtesy calls, notifying them of waiting guests. After three courtesy calls and no communication with the front desk from the student, the student will be sent home for the rest of the day, resulting in lost hours or minutes.

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**December 6, 2024 ..... Notification of Change in Graduation Date**
If a student does not complete the program by the graduation date outlined in the enrollment contract, a fee will be incurred which is referred to as the "overtime charge." This fee is associated with extending the time in the program. To address this, the Financial Aid Department will arrange a meeting with the student to review the details of the additional charge and confirm the updated graduation date.

**..... 2025 Program Start Dates**

The start dates for the Cosmetology program are:

Monday, January 27, 2025
Monday, April 7, 2025
Monday, June 16, 2025
Tuesday, August 26, 2025 CHANGE OF DATE
Tuesday, November 4, 2025

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**November 1, 2024..... Modification of Operations**

College of Hair Design reserves the right to make modifications in the specific content of any course (meeting state requirements), make substitutions in books and supplies, make personnel changes as the school deems necessary, and cancel classes based on inadequate enrollment.

**.....School Holidays**

The school holidays have been amended to:

New Years Day: Wednesday, January 1, 2025
Memorial Day: Monday, May 26, 2025
Independence Day: Friday, July 4 and Saturday, July 5, 2025
Labor Day: Monday, September 1, 2025
Thanksgiving: Thursday, November 27, 2025
Christmas: Wednesday, December 24 through Saturday, December 27, 2025
New Years Eve: Wednesday, December 31, 2025

Please consult with the Student Services Coordinator on changes to graduation dates, if applicable.

**..... Change to Internal Attendance Policies: Time Clock**

The following policy found in the Catalog regarding time clock errors has been rescinded:

> If a student has an error, he/she needs to write the error and their name on the time clock edit sheet located in the student services office or at the front desk so that an “edit” may be made. Edits for missed punches receive a 15 minute edit dock when not reported.

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ACCSC
Accrediting Commission of Career Schools and Colleges

## 2024 Annual Report Graduation & Employment Data

| | | | | Percentages | | |
|---|---|---|---|---|---|---|
| Program | Progam Length | Reporting Dates | Number of Students | Graduate Rate | State License Exam Pass Rate | Employment/ Placement Rate |
| Cosmetology | 12 | 10/2021 - 09/2022 | 62 | 68% | 92% | 86% |
| Esthetics | 4.5 | 9/2022 - 8/2023 | 70 | 94% | 100% | 71% |
| Barber Arts | 12 | 10/2021 - 09/2022 | 54 | 78% | 100% | 83% |
| Barber Arts DLP | 6 | 7/2022 - 6/2023 | 4 | 75% | 100% | 100% |

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**July 1, 2024 ..... Cosmetology Faculty Directory**

The Cosmetology faculty directory is part of the Catalog and is published separately. Any changes to faculty and staff is published as needed and on the website under Student Program Catalogs at https://collegeofhairdesign.com/disclosures-and-policies/.