ESTHETICS
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

	Esthetics
Tuition	$10,250
Kit	$3,350
App Fee	$150
Total	$13,750

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.

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)

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

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 Esthetics program for licensing and careers in the Esthetics 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.

August 5, 2025 ..... Addition to Esthetics Program's Student Dress and Image Code
Eye lash extensions are not allowed in the Esthetics Program. If eye lashes have not been removed by week 2 of the program, the student may be sent home which will affect the student's attendance percentage.

Acrylic nails cannot be worn while in the Esthetics Program.

August 1, 2025.....**Esthetics Kit Fee Change**
New esthetics kit fee (Tools & Books) $3350.

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

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.

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.

June 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.

..... **Esthetics Evening Class**
Additional evening Esthetics classes are:

Monday, May 12, 2025
Monday, August 4, 2025
Monday, October 27, 2025

March 31, 2025..... Esthetics Evening Program
The College of Hair Design has launched an evening Esthetics program, with the first class starting on May 12, 2025. Tentative future start dates include August 4 and October 27, 2025.

While the current Catalog remains in effect, the following additions apply to the evening Esthetics program:

- Classes are held Monday through Friday, from 5:00 p.m. to 10:00 p.m., totaling 25 hours per week.
- The duration of the program is 24 weeks or 6 months.
- The Maximum Time Frame for program completion is 30 weeks or 726 hours.

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

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.

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

College of Hair Design - East	Esthetics
Tuition*	9,000
State Entrance Fee	100
Enrollment Fee	100
Tools and Books	3307
Total	12,507
**Per Hour Charge*	*15.00*

TUITION AND FEES EFFECTIVE AUGUST 1, 2025	
College of Hair Design - East	**Esthetics**
Tuition*	10,000
State Entrance Fee	100
Enrollment Fee	100
Tools and Books	3307
Total	13,507
**Per Hour Charge*	*16.67*

December 18, 2024 .....
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.

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 Esthetics program are:

Tuesday, January 14, 2025
Tuesday, March 25, 2025
Tuesday, June 3, 2025
Tuesday, August 12, 2025
Tuesday, October 21, 2025

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.

October 7, 2024 ..... 2024 ACCSC Annual Report

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%

July 1, 2024 ..... Esthetics Faculty Directory

The Esthetics 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/.