NACCAS Outcomes

2015

This Institution is accredited by the National Accrediting Commission of Career Arts & Sciences also called NACCAS. Each year, by November 30th, this institution provides a cohort grid to determine its "outcomes" (graduation rate, placement rate, and its licensure rate). To remain accredited, institutions have to meet minimum thresholds. Annual Report Outcomes submissions are subject to random audits and official audits during on-site visits; such as, but not limited to accreditation renewal visits.

Most recent Annual Report Outcomes

November 30, 2015

Graduation Rate is based upon all students scheduled to graduate from the program in 2014. The scheduled graduation date is a student's most recent contract end date (i.e., the contract end date after all leaves of absence, schedule changes and re-enrollments have been accounted for). A student may count as a graduate if they have completed all applicable graduation requirements at the institution. 75.76%

Placement Rate is based upon graduates from the graduation cohort who are eligible for placement (there are valid employment eligibility exemptions). A student may count as placed if they are employed in a field for which their training prepared them prior to November 30, 2015. 76%

Licensure Rate is based upon graduates from the graduation cohort who sat for all parts of their required licensure exam prior to November 30, 2015. 100%

Annual Report Outcomes Notes

NACCAS provides instructions which may be different year-to-year. NACCAS' instructions to compile the data are included in brief, below.

Grid # 1 (Graduation)
*Acceptable backup documentation for the graduation rate includes:
*Documentation showing the student's original contract end date (this must be a copy of the original, fully executed enrollment agreement)
*Documentation showing any addenda made to the original contract (e.g., leave of absence, schedule change, etc.). Such documentation should clearly show the student's revised contract end date.
*Documentation showing that the student has graduated from the program (if applicable) and their date of graduation (e.g., an official [signed and/or sealed] diploma, an official [signed and/or sealed] report to the state oversight agency showing that the student has graduated, etc.)
Note: If a transcript is used as proof of graduation, please ensure that (i) it is either signed or sealed and (ii) it is accompanied by proof that the student has met all non-academic graduation requirements (e.g., payment of all fees if required)
*If a student was scheduled to graduate in 2014, but was not listed on the annual report cohort grid due to one of NACCAS' approved exceptions (e.g., student was deceased, student was deployed for military service, etc.), you should maintain backup documentation supporting the reason the student was not listed on the cohort grid.

Grid # 2 (Placement)*
Acceptable backup documentation for the placement rate includes:

*Documentation showing why a graduate is ineligible for employment, if applicable (e.g., records of military service for someone who is deployed in the military, etc.)

*Documentation showing the employment of each graduate that is listed as employed. All institutions are reminded that they are responsible for ensuring the accuracy of the placement documentation gathered. Some ways an institution may document employment are listed below:

*Employer follow-up surveys (i.e., a document or survey completed by the employer). All employer surveys must contain (at minimum) the graduate's contact manager, the graduate's position title and the date the survey was completed. Surveys that do not contain this information will be rejected as inadequate.

*A "telephone log" of employer or graduate contacts (i.e., a record of a phone conversation with a graduate or employer). A "phone log" must contain the following information: the date the phone verification was conducted, the individual conducting the verification, the graduate's position title and the contact manager at the graduate's employer. Phone logs that do not contain this information will be rejected as inadequate.

*Official flyers or advertisements (e.g., salon website) naming graduates working in service facilities

*"Notes to file" from staff members certifying they personally verified the graduate's employment by visiting the employer in question. Such notes must include the staff member's printed name, signature and contact information (such as a personal email and/or phone number).

The note must explicitly state where the graduate is working. Beginning with this year's 2014 (data) Annual Report, all "notes to file" must

be notarized and include the date the staff member saw the graduate, the graduate's manager and the graduate's position title.

*Self-certifications from graduates (e.g., an exit interview, a survey returned by the graduate, etc.); such self-certifications must include the graduate's signature

*Screenshot or printed copy (in the original formatting) of email or social networking correspondence from graduates and/or employers

*Screenshot or printed copy (in the original formatting) of social networking postings by graduates and/or employers

*Copies of booth rental licenses showing employment

*Printed copies of text messages, provided the institution can prove that the text message originated from the graduate's phone number

*Please note: Business cards of graduates are no longer accepted as documentation supporting a graduate's employment.

*This list is not all-inclusive. However, please consult NACCAS before using a type of documentation that is not listed above.

*For self-employed graduates who are "freelancing" (i.e., graduates who work independently without being affiliated with a physical business establishment) or graduates "working from home" (i.e., graduates who perform beauty services out of a personal residence), NACCAS has special documentation requirements, as described below. These special documentation requirements apply only to freelancers and graduates working from home — they do NOT apply to graduates who own a licensed, physical salon establishment or graduates who rent a booth from a salon establishment.

*For freelancers or graduates working from home, institutions are required to maintain one of the following two types of documentation:

(i) A signed self-certification from the graduate. This self-certification should be authenticated by either (i) a notary's seal or (ii) the inclusion of some alternate verification document, such as a driver's license or an institutional student information record (ISIR). If an ISIR or a driver's license is used, the graduate's self-certification should clearly acknowledge that the document was present at the time when the self-certification was completed by the graduate.

OR

(ii) Direct electronic correspondence from the graduate (e.g., email, Facebook message, etc.) attesting to his/her self-employed status

Additional Note: Graduates who are working at an institution under the same ownership in non-instructor positions must be employed for at least three months in order to count as "placed" in the annual report.

Grid # 3 (Licensure)

An institution must be able to document graduate exam results for its licensure rate. If the institution's state (or testing administrator) issues examination reports that list graduate names and exam results, then the institution must use such reports (covering the period 10/1/2013 through the month prior to annual report submittal) as its primary form of backup documentation. If examination reports are not provided by the state / testing administrator, but the state has a website where examination results (and not just individual licenses) may be verified (e.g., Florida), the institution must use printouts from this website as its primary form of documentation. However, if the state and test administrator do not issue examination reports (or if they issue examination reports without graduate names), and do not have exam information accessible on a website, then an institution will need its own method for tracking graduates who sit for the exam and their results. In states without exam reports and exam websites, many institutions use the same methods to track licensure as they use to find out where graduates are working. This might include tracking licensure information by phone, email, written surveys, Facebook, or other means. Passing exam results may be confirmed via an online license verification.

*Placement Eligibility

All graduates must be declared eligible for placement unless they meet one of the following five conditions for ineligibility:
a. The graduate is deceased
b. The graduate is permanently disabled
c. The graduate is deployed for military service/duty
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d. The graduate studied under a student visa and is ineligible for employment in the U.S.
e. The graduate continued his/her education at an institution under the same ownership (e.g., a graduate of your cosmetology program subsequently enrolled in the instructor program of an institution under the same ownership).