

GUIDELINES & REGULATIONS



- Light Works Esthetics Classes consists of product knowledge, theory & practical application.
- A Certificate of completion will be issued for all module classes upon completion. Passing grades in both theory and practical examination is required to receive a certificate where applicable.
 - Student participation is required for all practical training. Students are responsible for finding their own models when required for class. Please contact us as soon as possible if you require assistance finding models. If students are unable to participate in the practical portion of class a rescheduling fee may apply.
 - A \$250 administration fee is applied to module classes. A \$50 per hour administration fee is applied to all workshops for changing to another class and is subject to availability with two weeks notice of change. If notice is not given the class fee may be forfeited.
 - Dress code in effect, Professional attire, long hair tied back is mandatory.
 - Cell phone use is strictly prohibited during class, this includes students and models.
 - Please bring a note pad, pen, pencil, high lighter etc....
 - Please bring a bag lunch for full day classes.
 - Module class dates are subject to change, we reserve the right to reschedule or transfer students to any other class dates.
 - Financing is available for all of our programs. All Class fee's are due upon registration.
 - All class fee's and payments are non- refundable or transferable to product purchases.
 - All module classes are subject to a \$250 rescheduling fee for missing a class day, rewriting or rescheduling an exam.
 - Course fee includes all in class training supplies unless otherwise stated.
 - Acceptable payment methods are, Cash, Debit, Visa, Master Card or E-mail money transfer.

All Classes Taught at
Light Works Esthetics Ltd.
9807 105 st
Grande Prairie, AB
T8V 4Y8
780-513-0405 or 1-888-513-0405
www.lightworksesthetics.ca