



SANDRA ACADEMY OF SALON SERVICES

907 MAIN STREET NEW TAZEWELL, TN 37825

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ENROLLMENT CHECKLIST

- | | |
|--|--|
| <input type="checkbox"/> Two (2) Photo IDs | <input type="checkbox"/> Projected graduation date |
| <input type="checkbox"/> Pre-Enrollment NACCAS & Pre-Enrollment THEC requirements (sign before Enrollment Agreement) | <input type="checkbox"/> Payment Schedule |
| <input type="checkbox"/> Applications | <input type="checkbox"/> Receipt of all monies |
| <input type="checkbox"/> Mandatory Immunization forms Pg.1 | <input type="checkbox"/> Felony - Circle YES or NO. If yes, add form to file. |
| <input type="checkbox"/> Mandatory Immunization forms Pg.2 | <input type="checkbox"/> Signed Enrollment Agreement (date can not be before pre-enrollment) |
| <input type="checkbox"/> Two (2) copies of valid Driver's License or Photo ID (proof of age) | <input type="checkbox"/> Receipt of student kit & book |
| <input type="checkbox"/> Two (2) copies of signed Social Security Card | <input type="checkbox"/> Orientation Ck list of NACCAS & THEC requirements |
| <input type="checkbox"/> Certified & sealed copy of legitimate official high school transcripts / GED with envelope or via email | <input type="checkbox"/> Release of personal information liabilities form |
| <input type="checkbox"/> Marriage certificate(s) is high school name is different than current ID | <input type="checkbox"/> ISIR |
| <input type="checkbox"/> Transcripts if transferring from another Cosmetology school | <input type="checkbox"/> NSLDS |
| <input type="checkbox"/> Credit Balance | <input type="checkbox"/> Check Transfer Monitoring |
| <input type="checkbox"/> Technology Form | <input type="checkbox"/> Entrance Counseling |
| <input type="checkbox"/> Enrollment Agreement (6 pages) – No strike outs, complete address, initial all pages, THEC stats | <input type="checkbox"/> Promissory note (if financing in house) |
| | <input type="checkbox"/> MPN if financing a Federal Student Loan |
| | <input type="checkbox"/> Updated outside folder label |