Los Angeles Trade Technical College
Cosmetology Department
400 W. Washington Blvd., Rm. MH-241
Los Angeles, CA 90015

Dear Future Cosmetology Student:

Thank you for your interest in the Cosmetology program here at Los Angeles Trade Technical College. The semester for new incoming students will begin on Monday, February 4th, 2013. Attached you will find documents on pricing, orientation dates, a chart flow for enrollment and other important information.

Also, online registration for classes begins in November 2012, so please check online periodically by clicking on the “Spring 2013” tab on the LATTC homepage to register for classes.

Please read all documents thoroughly and follow the flow chart as needed. If you have any additional questions please call our offices at 213.763.7133 or log onto www.lattc.edu/cosmetology.

Sincerely,

[Signature]

Jamille McClendon
Cosmetology Department Secretary
**Cosmetology Spring Semester**  
*Begins: February 4th, 2013*

- **Registration and Tuition:** $46.00
- **Per unit**
- **Health fee:** $12.00
- **Cost of Equipment:** $422.71
- **Cosmetology Kit**
- **Miscellaneous supplies:** $75.00 *(estimated)*
- **Textbooks:** $690.00
- **Pivot Point (8 textbook packet)**
- **(estimated)**

**Class Schedules:**

- **Morning Session:**  
  Monday through Thursday  
  7:00am to 2:00pm

**Register:** Online or in Admissions & Records

Los Angeles Trade Technical College  
400 W. Washington Blvd.  
Los Angeles, CA. 90015  
Cosmetology Dept. Contact Info:  
Jamille McClendon 213-763-7133  
Building: Magnolia Hall West Wing
Important Information for All New Cosmetology and Skin Therapy Students “Requirements for the 2nd & 4th Day of Class”

1. Cosmetology Kits need to be purchased by the 2nd day of class. No excuses. (Skin Therapy please speak to instructor) (Bookstore)

2. Pivot Point Textbooks need to be purchased by the 4th day of class (Bookstore). The instructor will notify you of any changes of this requirement.

3. Purchase the required uniform for this department (outside vendor)

   (All black scrubs for cosmetology and all white scrubs for skin therapy)

Kit and textbook check will be done on this week.

Please note: All equipment/supplies/uniforms are required by the above date regardless if applying for financial aid, EOP&S, Gain/CalWorks, or any other funded programs.
Skin Therapy Program
Monday through Friday
12:30pm to 6:00pm

Spring Semester
Begins: February 4, 2013

Skin Therapy I (6 units)
- Basic Facial Manipulations
- Mask Therapy
- Histology of the Skin
- Personal Development

Skin Therapy II (6 units)
- Temporary Hair Removal (waxing, arching & other methods)
- Electrical Facial Therapy
- Makeup Application
- Air Brush Makeup Application

Skin Therapy III (6 units)
- Reflexology
- Aromatherapy
- Advanced Body Treatments (wraps and treatments)
- Cosmetic Chemistry

Skin Therapy IV (6 units)
- Clinic Floor
- Advanced Skin Care Techniques
- Preparation for Licensing
- Career Building

Register: online, in person or by phone

Contact person: Lidia Ley 213-763-7147 or Email: LeyLG@lattc.edu

Career Opportunities as Skin Care Specialist in:
- Salon, Skin Care Center, Day Spa, Destination Spa, Medical Setting, Esthetics Director, Spa Manager, Business Owner, Educator, Distributor, Product Analyst. Opportunities also in Makeup Artistry, Bridal Makeup Specialist or for Commercial Photo, Film and TV.

Additional Costs Approximately
- Books $137.25 + tax
- Product Kit $230.00 + tax
- Equipment $260.00 + tax
- Miscellaneous supplies, uniform and shoes $75.00

- Students must complete 600 Clocked Hours
Cosmetology Enrollment Flow Chart

- Fill out an application on-line
  www.college.lattc.edu
  Admissions Office to obtain school ID#
  213-763-5300

- Purchasing Cosmetology Kit
  Bookstore will give you a receipt only.
  Kits will be delivered on the 2nd or 3rd day of class.
  MUST have receipt and college ID ready.

- First day of class
  Show up on time.
  For those on the "Stand by list"
  Show up ON TIME
  Students who do not show up the first day will be dropped.

- **Financial Aid
  Apply Now...
  213-763-7082
  Complete FAFSA forms immediately using school code 001227

- Cosmetology Orientations
  Everyone is required to attend at least one Cosmetology orientation. (enrolled or stand-by)

- If you have any additional questions please contact our office 213.763.7133

- Register for Spring 2013 Cosmetology Classes:
  On-line or in Person at the Admissions Office

- You will obtain a registration date according to "priority".
  If the class is full by the time you receive your registration date you will be asked to be added to the "Stand By List" which is by numeric order.
Questions?

Orientation Dates: Spring 2013
Cosmetology and Skin Therapy Programs

New students are required to attend only one Department Orientation before or after registration.

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Room</th>
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<tr>
<td>January 8th (Tu)</td>
<td>1:00pm</td>
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<tr>
<td>January 16th (W)</td>
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