

604 North West Avenue  
Sioux Falls, South Dakota 57104

**605-336-2775**

*do what you love!*

**STEWART**  
school  
hair • skin • nails

## Enrollment Application

Class Start Date \_\_\_\_\_ 20\_\_\_\_

### \_\_\_ Personal Information

First Name	Middle	Last Name
Street Address		City, State & Zip Code
Cell Number	Email Address	
Birth Date	Social Security Number	

### \_\_\_ Education Information

High School Grad/GED Date : \_\_\_\_\_

High School (Name, City & State): \_\_\_\_\_

Attended College: YES / NO    If yes, name college: \_\_\_\_\_

Did you receive Federal Financial Aid?    YES / NO

### \_\_\_ If you are married we only need your spouse's contact information.

Mother (Legal Guardian)/Wife (circle one)	Father (Legal Guardian)/Husband (circle one)
Address	Address
City, State & Zip Code	City, State & Zip Code
Telephone and Cell Number	Telephone and Cell Number
Employer & Phone	Employer & Phone
Email	Email

**How did you hear about Stewart School?**

**Why did you choose to enroll at Stewart School?**

**Have you been convicted of a felony or any crime other than traffic violations (if so please explain)?**

**How do you plan to pay for your education? (choose one or both)**

\_\_\_\_\_ Cash/Check    \_\_\_\_\_ Financial Aid

The school reserves the right to confirm any information submitted, complete a background check, record the admission interview, and deny or terminate any applicant giving false information.

**I UNDERSTAND THAT THE APPLICATION FEE (\$50) MUST ACCOMPANY THIS ENROLLMENT APPLICATION AND THAT THE FEE IS NONREFUNDABLE.\***

I HAVE GIVEN CORRECT AND TRUTHFUL INFORMATION ON THIS FORM AND THROUGHOUT THE APPLICATION PROCESS.

Applicant Signature \_\_\_\_\_

\_\_\_\_\_ Date

Guardian Signature \_\_\_\_\_

\_\_\_\_\_ Date

This is required only if applicant is under the age of 18.

All information is confidential and used only for enrollment purposes and job placement/federal loan repayment efforts (if applicable).

## II Admissions Requirements/Procedures:

A prospective student must:

- Participate in a campus visit and successfully complete a formal pre-admissions interview.
- Complete and submit, preferably no later than 60 days prior to class start, the Stewart School Enrollment Application with the required \$50.00 application fee.\*
- Submit a copy of high school diploma or an official final high school transcript with graduation date. General equivalency diploma (GED) applicants may qualify for enrollment by submitting test score/completion certificates and meeting below requirements\*\*.
- Submit a copy of a certified birth certificate (if unavailable a government issued ID is acceptable).
- Submit two recent photos of yourself.
- Evidence a 2.0 grade point average by submission of high school and/or college transcript(s)\*\*.
- After receiving acceptance notification, submit \$100.00 registration fee no later than 30 days prior to class start. This fee is unrelated to costs of attendance.\*

*\*Application/registration fees submitted after deadline may be considered if class size allows and all other requirements are met. Applicants who have not visited the school prior to enrollment will have the opportunity to withdraw without penalty within three business days following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment where training and services are provided. All monies paid by applicant will be refunded within 30 days if requested in writing within aforementioned three days. Applicants who visited the school more than three days prior will forfeit paid application and registration fees. Applicants are allowed a short trial period of enrollment (14 scheduled days for Cosmetology, 3 for Esthetics and 2 for Nail Technology) where they may withdraw with no tuition due (school retains the application and registration fee). For more information please see the Minimum Cancellation and Settlement Policy in our student handbook, which is on our website or available upon request.*

*\*\*GED applicants and applicants who do not meet the GPA criterion, but who meet all other requirements/procedures, may be considered for enrollment if additional conditions are met. To apply for the policy waiver, the applicant must:*

- Request the waiver in writing citing circumstances or hardship.
- Submit two letters of recommendation from individuals to evidence the applicant's ability to meet the training goals and succeed in the program. These letters must be from professionals or employers who can attest to the applicant's aptitude and reliability. The recommendation letters may NOT be from a relative of the applicant.
- Pass an SLE placement exam with a score of 16 or higher.

The school reserves the right to confirm any information submitted, complete a background check/credit check, record the admission interview, and deny or terminate any applicant giving false information.

After the above is completed, Stewart School will send a formal notice of acceptance or rejection. Any applicant who is not accepted by the school is entitled to a refund of all money received by Stewart School.