CINEMA MAKEUP SCHOOL
2026 CATALOG

Valid from January 1st through December 31st, 2026



3780 Wilshire Boulevard, Suite 202
Los Angeles, CA, 90010
Phone: (213) 368-1234
FAX: (213) 739-0819
Email: info@cinemamakeup.com

BPPE School Code #1923111

WWW.CINEMAMAKEUP.COM

This publication is certified as true and correct in content and policy as of the date of publication. Cinema Makeup School (herein known as CMS), however, reserves the right to make changes of any nature in programs, calendar, or academic schedules whenever these are deemed necessary or desirable, including changes in course content, class schedule, and the canceling of scheduled classes or other academic activities. Changes become binding on all students at the time they are announced officially and posted.

CMS is committed to equal opportunity and equal treatment for all qualified individuals. CMS will not discriminate against any person because of age, gender, color, race, national origin, religion, marital status, disability, veteran status, sexual orientation, or any other class status protected by law. "Cinema Makeup School is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009, as contained in the California Education Code, and Division 7.5 of Title 5 of the California Code of Regulations."

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MISSION STATEMENT

Cinema Makeup School is dedicated to educating the next generation of beauty and special effects makeup artists for career success in the film, television, fashion, and entertainment industries.

WHO WE ARE

Cinema Makeup School was founded in 1993 by Cinema Art College Corporation and has grown to become one of the world's premier schools for special FX and beauty makeup. Located in the heart of Los Angeles, California, the entertainment capital of the world, CMS students have unparalleled access to the culture and history of the film and television industry.

Cinema Makeup School's award-winning instructors utilize the latest and most advanced makeup techniques. More importantly, they have a passion for teaching those skills to the next generation of artists - CMS students - in a hands-on studio environment. Our programs give the students maximum time working "in the chair," allowing them to practice and experiment on each other as they learn the techniques.

WHAT WE DO

We provide vocational education and training in both a traditional classroom environment and practical hands-on experience to gain valuable inside knowledge and confidence to be a successful professional makeup artist. We cover everything from the basics to the cutting edge and beyond, so innovation, creativity, and experimentation are all encouraged. At CMS, we believe that every student brings unique ideas and experiences to the art of makeup, and we do our best to help them express those ideas.

In CMS's studio-grade classrooms, our students have access to all the latest tools and techniques, including silicone gel-filled appliance technology and Z Brush digital creature designing software. Our instructors teach students every technique in a practical, hands-on environment with plenty of individual attention.

We strive to educate the makeup artists of tomorrow, the next generation of creative elites who will change the face of the industry. We also pride ourselves on providing the most advanced training and guidance to make sure all our students succeed.

CONSUMER INFORMATION

This catalog is provided to assist new students to become acquainted with CMS. It is intended to be used as a guide to familiarize students with the school's regulations as well as general information regarding our programs. A hard copy will be given to all students who enroll in our program or upon request. The catalog can also be found on our website which is updated annually.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at:

Bureau for Private Postsecondary Education
Mailing: P.O. Box 980818
West Sacramento, CA 95798-0818

Physical: 1747 North Market Blvd. Suite 225
Sacramento, CA 95834

Tel: (916) 574-8900
Toll Free: (888) 370-7589
Fax: (916) 263-1897
Web: www.bppe.ca.gov
Email: bppe@dca.ca.gov

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet web site (www.bppe.ca.gov).

CMS is currently not accredited by a recognized accrediting agency by the United States Department of Education. The school does not need to meet national accredited standards for our graduates to be eligible to sit for the applicable licensure exam in California and other states. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting https://www.osar.bppe.ca.gov/."

CMS is a private institution approved to operate by the Bureau. Approval to operate means that CMS follows state standards as set forth in the CEC and 5, CCR.

FACULTY

Cinema Makeup School has diverse and accomplished instructors that are all working professionals with at least five years of experience in their disciplines. The school's instructors have worked on everything from Hollywood blockbusters such as Avatar, 300, Godzilla, The Walking Dead, and much more, to editorial spreads in the pages of the world's top fashion magazines that have won multiple top awards. The students who complete their course of study at CMS will be entering the makeup industry having already worked closely with many top names in the industry.

The institution has contracted with sufficient duly qualified faculty members who meet the qualifications of 5 C.C.R. section 71720.
Cinema Makeup School has contracted with sufficient daily qualified instructors who meet the qualifications of 5 CCR §71720(b)(2)**.** Instructors in an Educational Program Not Leading to a Degree. Each instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management, or other course-related to teaching.

71250. Faculty.
The Form Application 94886 shall include a statement that the institution has contracted with sufficient duly qualified faculty members who meet the
qualifications of section 71720.
Note: Authority cited: Sections 94803, 94877 and 94888, Education Code. Reference: Sections 94885, 94887 and 94888, Education Code.

PROGRAM DESCRIPTIONS / DIPLOMA PROGRAMS

CMS offers five diploma programs that are designed to provide core training geared towards a particular career field within the makeup industry. All programs are regularly updated to assure they reflect the

latest advances and trends in the makeup industry. A diploma is awarded for successful completion of all program requirements. If students would like training in an additional field or technique, they may choose to combine one of CMS's programs with additional courses, either on an individual basis or via a comprehensive track.

COMPREHENSIVE TRACKS

At Cinema Makeup School, we offer a diverse set of programs that prepare you for a variety of career pursuits. We have strategically combined several of our approved programs and courses to aid students in meeting their educational goals.

COMPLETE TRACK
28 weeks – Includes every course offered
Master Makeup Program
Creature Concept Design
Advanced Beauty Theory
Advanced Lab Techniques

FX TRACK
25 weeks - Complete track minus ABT
Master Makeup Program
Creature Concept Design
Advanced Lab Techniques

MASTER MAKEUP

Program Description
The Master Makeup program offers the core curriculum needed to work in the film and television industry. The program offers the latest advances and techniques within the four main topic areas of beauty, character, prosthetics, and special effects. Upon completion, the students will receive a Master Makeup diploma.

Makeup equipment used for the course includes:

3D gelatin	3rd-degree silicone	99% alcohol
Acetone	Acryl 60	Airbrush compressor
Airbrush holder	Alcotte	Alginate
Aqua colors	Bald cap latex	Bald cap sponges
Basic toolset	Black sponge coarse/fine	Black trash bags
Bloom gelatin	Blow-dryer	Blue bucket 5qt
Blush palette	Body Double SILK kit	Brow control
Bruise color wheel	Brush cleaner	Brush set
Burlap	Butcher paper	Cabosil
Cake foundation	Castor oil	Character makeup textbook
Chavant clay	Chip brushes	CMS Prosthetic Makeup textbook
CMS SFX textbook	Color theory book/wheel	Concealer
Contour palette	Crystal Clear	Dental acrylic
Disposable mascara wands	Drills/chisels	Dulling spray
Dust mask	EcoFlex kit	Epoxy parfilm
Epoxy putty	Eye pencils	Eye shadow palette

Eyebrow pencils	Eyelash adhesive	Eyelash curler
Face moistened tissue	Facial cleanser	False eyelashes
Flat kidney tool	Flat spatula	Flocking
Foam latex	Foam oven	Foundation
Frekote	Gel blood	Glitter
Glitter primer	Glycerin	GM Foam water-based pigments
Hackle	Hair clips	Hair comb set
Hair scissors	Hand sanitizer	Hardener
Head clamp	HiRo-slip	Hydra-Cal
Ice makeup	Iron/oven	Isopropyl myristate
Ivory hair color	Kemper double ball stylus large	Kemper double ball stylus medium
Kemper fettling knife #97	Kemper loop tool #D9	Kemper tool #21
Kemper tool #B3	KensTools #ST6 rake	KensTools #ST4 X-heave guitar tool
K-Y Jelly	Large cape	Large dental spatula
Large tweezers	Lip gloss	Lip pencils
Lipstick palette	Liquid blood	Makeup textbook
Makeup sponges	Mannequin doll head	Mascara
Masking tape	Metal palette	Mold making silicone
Chavant Monu-Melt	Non-latex gloves	Old age stipple
Orange sponge	Paasche airbrush kit	Paint stirring sticks
Pencil sharpener	Plaster bandage	Plastic cap material
Polytek platsil gel-25	Powder puffs	PPI HD matting spray
PPI skin illustrator palettes	PPI Spirits gum	PPI Telesis adhesive
PPI Telesis thinner	PPI tooth lacquer palette	Pros-Aide
PTM material	PTM sheets	Pyrex measuring cup
Red head stand	Rigid collodion	Rubber grease paints
Safety glasses	Sanding screen	Sealer
Skin Saver lotion	Small dental spatula	Small paper cups
Small scissors	Sorbitol	Spray bottle
Stand mixer	Steamer	Synthetic brush set
Syringes	Teeth trays	Tinsley Transfers
Tongue depressors	TR mold release wax	Translucent powder
Tweezers	Ultra-cal	Unwaxed paper buckets
Vinyl bald cap	Wax spatula	WED clay
Wire clay cutter	Witch hazel	Wool crepe hair
Yellow sponge	Zinc oxide	

Instructors required for the program:
The Master Makeup Program requires a minimum of 7 instructors to teach the course. Our instructors each specialize in one of 6 areas with at least 5 years of experience in the field. The areas of specialization include beauty, airbrush, hairstyling, character makeup, prosthetics, and special effects.

Projection/Bases for projection:
Based on past enrollments, Cinema Makeup School projects the following numbers for the next 3 years. We have seen a small decline in Master Makeup enrollments as our other programs have become more popular. Each year consists of 11 possible start dates between January-December.
2022: 90

2023: 75
2024: 55

71220. Description of Educational Program.

For each educational program that the institution offers or proposes to offer, the Form Application 94886 shall contain a statement that the educational program meets the requirements of section 71710, as well as the following:
(a) A description of the educational program.
(b) A description of the equipment to be used during the educational program.
(c) A description of the number and qualifications of the faculty needed to teach the educational program.
(d) A projection, and the bases for the projection, of the number of students that the institution plans to enroll in the educational program during each of the three years following the date the Form Application 94886 was submitted.
(e) A description of the learning, skills, and other competencies to be acquired by students who complete the educational program.
(f) If licensure is a goal of an educational program, a copy of the approval from the appropriate licensing agency if required. A copy of the intent to approve conditioned solely upon institutional approval from the Bureau will also meet this requirement.
Upon request, the institution shall provide to the Bureau copies of the curriculum or syllabi required pursuant to section 71710.
Note: Authority cited: Sections 94803, 94877 and 94888, Education Code. Reference: Sections 94875, 94887, 94888, 94899, 94905 and 94909, Education Code

COMPETENCIES

Advertising	Airbrush techniques	Application of overlapping appliances
Application of single appliances	Avant-garde	Bald caps
Basic hairstyling	Beauty industry	Bridal makeup
Character makeup	Creating a character	Creature sculpting
Enhance eye shape	Facial hair laying	Fake teeth
Flawless complexion	Foam latex	Gelatin appliances
Injuries	Life-cast	Life-cast correction
Matching skin tone	Men's makeup	Molding
Music videos	Old age	Painting appliances
Period makeup	Pros-Aide transfers	Prosthetics
Runway	Sculpting life-like appliances	Silicone prosthetics
Snap molds	Special effects	Stone molds
Tattoos		

SOC JOB CODES:
27-1013, 27-1019, 39-5091, 41-9011

REQUIRED CLASSES
Beauty Makeup, Airbrush Makeup, Photographic Hairstyling, Character Makeup, Prosthetics, and Special Makeup Effects

Written and practical exam is required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
630 Clock Hours
18 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

PRO-LAB BOOT CAMP

Program Description

This 12-week course is designed for students who have graduated from the Complete Track at Cinema Makeup School, or new students who have had some professional experience. This course will help them to gain a more thorough understanding of the responsibilities and goals of special effects lab technicians for future job placement. Lab positions include: makeup effects, sculpting, mold making, casting, painting, et cetera. Objectives of this course include developing a professional mindset, understanding of lab etiquette, knowledge of advanced lab skills, communication and collaboration between different lab departments, utilizing critiques and feedback to develop one's own artistic skills, gaining experience in time management, project scheduling, meeting deadlines, and problem solving.

Equipment used for the course includes:

Monster Clay	ProPoxy	Cotton Swabs
UltraCal 30	Chip brushes	Foam base
Hydrocal	Paper buckets	Curing agent
Burlap	Plastic cups	Foaming agent
Mold Max	Inhibit X	Gelling agent
Mold Star	Foam core	Baby powder
Platsil Gel 10	3D prints	Nitrile gloves
Smooth Cast 325	99% Alcohol	GP 20
Paint sticks	Sandpaper	Slip latex
Paper towels	Silc Pig	Sculptex
FOAM-iT! 3	Sil-Poxy	So Strong pigments
Stearic Acid	Vaseline	Nippers
TC 1630	WED clay	Zap-a-Gap
X-acto knives	Washable markers	Tongue depressors
Deadener	Cabosil	Armature wire
Hot glue guns	Hot glue sticks	Heat gun
Mold wax	Plastic wrap	Sculpting tools
Respirator	Dust mask	

Instructors required for the program:
A minimum of one instructor is required to teach this program. The instructor should have at least five years of professional experience and specialize in mold making, casting, seaming, and patching.

Projection/Bases for projection:
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. Each year consists of 3 possible start dates between January-December.
2022: 15
2023: 20
2024: 25

COMPETENCIES

Flat molds	Two-part molds	Making a mold with a core
Matrix molds	Casting slip latex	Casting & pigmenting silicone
Casting with urethanes and rigid foam	Seaming slip and foam latex	Patching slip and foam latex
Seaming silicone	Patching silicone	Silicone reconstruction

SOC JOB CODES:
27-1013, 27-1019, 39-5091, 41-9011

REQUIRED CLASSES
Cinema Makeup School's Complete Track or work experience in related fields, to be verified in a portfolio review.

A portfolio and portfolio review are required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
420 Clock Hours
12 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

PRO-SET BOOT CAMP

Program Description

This 12-week course is designed to help students, who have graduated from the Complete Track at Cinema Makeup School, or new students who have had some professional experience, to gain a more thorough understanding of the responsibilities and goals of makeup artists who work on set. This course is designed to help students increase the speed of their makeup applications, learn how to thoughtfully design characters, break down scripts, create budgets, discuss projects with directors and producers, rigorously test makeups, understand how lighting and other conditions impact their makeup, prepare on-set special effects "gags," and work with a production team. Students will gain problem solving skills and a practice of self-reflection. They will learn to collaborate and communicate with other makeup artists and other positions on a film production.

Equipment used for the course includes:

Airbrush compressor	Airbrush holder	Aqua colors
Blush palette	Brow control	Brush cleaner

Beauty Brush set	Pros Aide	Concealer
Contour palette	Disposable mascara wands	Eye pencils
Eye shadow palette	Eyebrow pencils	Eyelash adhesive
Eyelash curler	Telesis	Facial cleanser
False eyelashes	Flat spatula	Foundation
SFX Brushes	Acetone	Hair clips
Hair comb set	Hand sanitizer	Alcohol palettes
Lip colors	Lip pencils	99% Alcohol
244 fluid	Makeup case	Isoporyl Myristate
Mascara	Metal palette	Airbrush kit
Pencil sharpener	Small scissors	Spray bottle
Translucent powder	Tweezers	Human hair
Wool hair	3rd Degree	Scar wax
Bondo (thickened ProsAide)	Theatrical blood	Adobe Photoshop
Plaster bandages	Hydrocal	TC 1630
Body Double Silk	Alcote	Chavant NSP Medium
Sculpting tools	Sculptex	Baldiez
Platsil Gel 10	Deadener	Silc Pig
Studio lighting set up, colored gels	Vinyl tubing	Saniderm
Quick disconnects	Camera equipment	

Instructors required for the program:
A minimum of one instructor is required to teach this program. The instructor should have at least five years of professional experience and specialize in on-set makeup application, character development, prosthetic application, on-camera makeup effects, business and budgeting for productions.

Projection/Bases for projection:

Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. Each year consists of 3 possible start dates between January-December.
2022: 15
2023: 20
2024: 25

COMPETENCIES

Corrective makeup	**Beauty makeup**	**Injury makeup**
Hair laying	**Aging**	**Hair styling**
Concept design	**Life Casting**	**Sculpting prosthetics**
Molding prosthetics	**Casting prosthetics**	**Prosthetic applications**
SFX gag design		

SOC JOB CODES:
27-1013, 27-1019, 39-5091, 41-9011

REQUIRED CLASSES
Cinema Makeup School's Complete Track or work experience in related fields, to be verified in a portfolio review.

A portfolio and portfolio review are required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
420 Clock Hours
12 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

HIGH FASHION PHOTOGRAPHIC MAKEUP

Program Description
The High Fashion program provides the essential skills you will need to work in the fashion and beauty industries as well as the techniques for film and television. This six-week-long class is ideal for those looking to exercise creativity by designing makeup styles from glamour to elaborate looks using only traditional makeup and their imagination. In addition to beauty makeup styles, the students will be introduced to basic hair styling and airbrush makeup as well that may be required under the title of a Makeup Artist for photoshoots, film sets, and other makeup projects.

Makeup equipment used for the course includes:

Airbrush compressor	Airbrush holder	Aqua colors
Blush palette	Brow control	Brush cleaner
Brush set	Color theory book/wheel	Concealer
Contour palette	Disposable mascara wands	Eye pencils
Eye shadow palette	Eyebrow pencils	Eyelash adhesive
Eyelash curler	Face moistened tissue	Facial cleanser
False eyelashes	Flat spatula	Foundation
Glitter	Glitter primer	Hair clips
Hair comb set	Hand sanitizer	Head clamp
Lip gloss	Lip pencils	Lipstick palette
Makeup textbook	Makeup case	Mannequin doll head
Mascara	Metal palette	Paasche airbrush kit
Pencil sharpener	Small scissors	Spray bottle
Translucent powder	Tweezers	

Instructors required for the program:
The High Fashion Makeup Program requires a minimum of 3 instructors to teach the program.

Each instructor must specialize in one of 3 areas with at least 5 years of experience in the field.
The areas of specialization include high fashion beauty makeup, hairstyling, and airbrush makeup.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. As prior experience is required, the demand for this class is slightly reduced. Each year consists of 11 possible start dates between January-December.
2022: 20
2023: 18
2024: 15

71220. Description of Educational Program.
For each educational program that the institution offers or proposes to offer, the Form Application 94886 shall contain a statement that the educational program meets the requirements of section 71710, as well as the following:
(a) A description of the educational program.
(b) A description of the equipment to be used during the educational program.
(c) A description of the number and qualifications of the faculty needed to teach the educational program.
(d) A projection, and the bases for the projection, of the number of students that the institution plans to enroll in the educational program during each of the three years following the date the Form Application 94886 was submitted.
(e) A description of the learning, skills, and other competencies to be acquired by students who complete the educational program.
(f) If licensure is a goal of an educational program, a copy of the approval from the appropriate licensing agency if required. A copy of the intent to approve conditioned solely upon institutional approval from the Bureau will also meet this requirement.
Upon request, the institution shall provide to the Bureau copies of the curriculum or syllabi required pursuant to section 71710.
Note: Authority cited: Sections 94803, 94877 and 94888, Education Code. Reference: Sections 94875, 94887, 94888, 94899, 94905 and 94909, Education Code.

COMPETENCIES

Advertising	Airbrush techniques	Avant-garde
Basic hairstyling	Beauty industry	Bridal makeup
Enhance eye shape	Flawless complexion	Matching skin tone
Men's makeup	Music videos	Period makeup
Runway		

SOC JOB CODES
27-1013, 27-1019, 39-5091, 41-9011

REQUIRED CLASSES
Beauty Makeup, Airbrush Makeup, Photographic Hairstyling

Written and practical exam is required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
210 Clock Hours
6 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

CREATURE CONCEPT DESIGN

Program Description

The Creature Concept Design Program at Cinema Makeup School offers design skills for creature creation, concept art sculptures, and photo retouching. This three-week course covers topics in Z Brush, Photoshop, and maquette sculpture. Upon completion, the students will receive a Creature Concept Design Diploma.

Equipment and software used for the course include:

Adobe Photoshop Software	Aluminum foil	Chavant clay
Clay warmer	Computer	Kemper double ball stylus large
Kemper double ball stylus medium	Kemper fettling knife #97	Kemper loop tool #D9
Kemper tool #21	Kemper tool #B3	KensTools #ST4 X-heave guitar tool
KensTools #ST6 rake	Lamp	Pipe stand
Stylus pen	USB	Wacom tablet
Wire armature	Wooden base	ZBrush Software

Instructors required for the program:
The Creature Concept Design Program requires a minimum of 3 instructors to teach the program. Each instructor must specialize in one of 3 areas with at least 5 years of experience in the field. The areas of specialization include Z Brush, Photoshop, and maquette sculpting.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. Each year consists of 11 possible start dates between January-December.
2022: 29
2023: 35
2024: 50

COMPETENCIES

Adding a pedestal to design	Adding detail: sharpening and enhancing	Adding texture, hair, wrinkles, folds, etc.
Anatomy	Artistic edits and composites	Basic aspects of photography
Body structure	Common color systems	Creating a sphere
Creating and using an armature	Creature maquette sculpting	Digital clay
Digital vs. film grain	File types	Isolating and selecting
Layers & masking	Main retouching tools	Masks for hair, densities, and styling
Mocking up makeup	Photoshop	Photoshop troubleshooting
Presentations	Purpose of maquettes	Refining muscles
Sculpting gross masses	Sculptris pro painting	Sub tools & polypaint
Various tools & their purpose	ZBrush	

SOC JOB CODES
27-1013, 27-1014, 27-1019,
27-1024, 39-5091, 41-9011

REQUIRED CLASSES
Digital FX Makeup Design (Photoshop), ZBrush, Digital Creature Creation, Creature Maquette Sculpture

Written and practical exam is required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
120 Clock Hours
3 Weeks, Mon-Fri: 9:00am – 5:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

CHARACTER MAKEUP

Class Description
The Character Makeup class at Cinema Makeup School teaches the process of out-of-kit character design and creation. Students will learn how to create injury simulation, old-age makeup, and adding facial hair. Other skills learned are bald caps and how to develop a full character combining multiple techniques. Students who complete and successfully pass the four-week class will receive a certificate of completion.

Makeup equipment used for the course includes:

3D gelatin	3rd-degree silicone	99% alcohol
Acetone	Bald cap latex	Bald cap sponges
Black sponge coarse/fine	Blow-dryer	Bruise color wheel
Castor oil	Character makeup textbook	Chip brushes
Gel blood	Hackle	Hair scissors
Ice makeup	Iron/oven	Isopropyl myristate
Ivory hair color	K-Y Jelly	Large cape
Large tweezers	Liquid blood	Makeup sponges
Old age stipple	Orange sponge	Powder puffs
PPI HD matting spray	PPI skin illustrator palettes	PPI Spirits gum
PPI Telesis adhesive	PPI Telesis thinner	PPI tooth lacquer palette
Pros-Aide	Red head stand	Rigid collodion
Rubber grease paints	Sealer	Skin Saver lotion
Steamer	Synthetic brush kit	Tinsley Transfers
Vinyl bald cap	Wool crepe hair	

Instructors required for the program:
The Character Makeup class requires a minimum of two instructors. The instructors must possess and have an overall knowledge of on-set character makeup and out-of-kit applications with at least 5 years of experience in the field. The areas of specialization include old-age makeup, facial hair laying, bald caps, and injury simulation.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. Each year consists of 11 possible start dates between January-December.
2022: 17
2023: 20
2024: 20

COMPETENCIES

Aging with alcohol colors	Aging with paint and powder	Application of lace facial hairpieces
Bald cap application	Bruising & black eyes	Character development
Creation of bald caps	Cuts, bullet holes, burns	Cuts, scabs, scratch
Full false beard	Mutton chops; sideburns	Old age stipple
Preparation for crepe wool	Special makeup effects	

Written and practical exam is required for completion.
No internship or externship is needed for completion.

CLASS DURATION
140 Clock Hours
Class: 4 Week, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

SOC JOB CODES
27-1013, 27-1019, 39-5091, 41-9011

PROSTHETIC MAKEUP

Class Description
The Prosthetic Makeup class at Cinema Makeup School teaches the process of realistic transformations with prosthetic appliances. Students will learn how to create a life-cast and then sculpt and mold their design for silicone appliances. Other concepts learned are pros-aide transfers, gelatin pieces, urethane molds, and painting techniques. Students who complete and successfully pass the four-week class will receive a certificate of completion.

Makeup and equipment used for the class include:

- 99% alcohol
- Pros-aide
- Isopropyl myristate
- Vinyl bald cap
- Large cape
- Telesis adhesive
- Telesis thinner
- PPI tooth color
- Chip brushes
- Kemper loop tool #D9
- Kemper tool #B3
- Kemper double ball stylus large
- Kemper double ball stylus medium
- Kemper tool #21
- Rubber grease paints
- Acetone
- Skin saver lotion
- PPI Hi Def mating spray
- Black sponge coarse/fine
- Old age stipple
- Orange sponge
- Kemper fettling knife #97
- Kens tool ST4 X-heave guitar tool
- Kens tool #ST6 rake
- Yellow sponge
- Small dental spatula
- Large dental spatula
- Hair scissors
- Large tweezers
- Liquid blood
- Gel blood
- Synthetic brush set
- Powder puffs
- Makeup sponges
- PPI skin illustrator palettes
- Wax spatula
- Flat kidney tool
- Wire clay cutter
- Dust mask
- Safety glasses
- PTM material
- PTM paper
- Blue bucket 5qt

- CMS prosthetic book
- Basic tool set
- Stand mixer
- Alginate
- Burlap
- Plaster bandage
- Ultra-cal
- Hydra-cal
- Foam latex
- Pyrex measuring cup
- Acryl 60
- WED clay
- Chavant clay
- Glycerin
- Sorbital
- Bloom gelatin
- Zinc oxide
- Epoxy parfilm
- Frekote
- TR mold release wax
- Tongue depressors
- Crystal clear
- Dulling spray
- Flocking
- Cake foundation
- Syringes
- Platsil Gel-25
- Body double silk kit
- Hardener
- Eco Flex kit
- Non-latex gloves
- Monu melt
- Sanding screen
- Unwaxed paper buckets
- Cabosil
- Plastic cap material
- GM foam water-based pigments
- HiRo slip
- Butcher paper
- Masking tape
- Black trash bags
- Epoxy putty
- Alcotte
- Witch hazel
- Small paper cups
- Paint stirring sticks
- Basic tool set
- Drills/chisels

Instructors required for the program:
The Prosthetic Makeup class requires a minimum of one instructor to teach the program.
The instructor must of overall knowledge of lab and effects skills with at least 5 years of experience in the field. Areas of specialization include mold shop, silicone, painting, and sculpting.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. Each year consists of 11 possible start dates between January-December.
2022: 30
2023: 32
2024: 35

COMPETENCIES
- Special makeup effects
- ¾ Life casts
- Sculpting
- Mold; Gel 25
- Pros-aide transfers
- Gelatin appliances
- Business of prosthetics
- Foam latex
- Silicone prosthetics
- Application of appliances/prosthetics
- Painting

Written and practical exam is required for completion.
No internship or externship is needed for completion.

CLASS DURATION
140 Clock Hours
Class: 4 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

SOC JOB CODES
27-1013, 27-1019, 39-5091, 41-9011

SPECIAL MAKEUP EFFECTS

Program Description
The Special Makeup Effects class at Cinema Makeup School teaches the application of full face, multi-piece, foam-latex appliance. Students will also learn teeth casting and creation to design original dentures for their creature. Other concepts learned are life cast corrections, sculpting, snap molds, running foam latex, and painting techniques. Students who successfully complete the four-week class will receive a certificate.

Equipment used for the class includes:

- 99% alcohol
- Pros-aide
- Isopropyl myristate
- Vinyl bald cap
- Large cape
- Telesis adhesive
- Telesis thinner
- PPI tooth color
- Chip brushes
- Kemper loop tool #D9
- Kemper tool #B3
- Kemper double ball stylus large
- Kemper double ball stylus medium
- Kemper tool #21
- Kemper fettling knife #97
- Kens tool ST4 X-heave guitar tool
- Kens tool #ST6 rake
- Yellow sponge
- Small dental spatula
- Large dental spatula
- Wax spatula
- Flat kidney tool
- Wire clay cutter
- Dust mask
- Safety glasses
- Blue bucket 5qt
- CMS SFX book
- Rubber grease paints
- Acetone
- Skin saver lotion
- PPI Hi Def mating spray
- Black sponge coarse/fine
- Old age stipple
- Orange sponge
- Basic tool set
- Stand mixer
- Alginate
- Burlap
- Plaster bandage
- Ultra-cal
- Foam latex
- Pyrex measuring cup
- Acryl 60
- WED clay
- Chavant clay
- Epoxy parfilm
- Frekote
- TR mold release wax
- Tongue depressors
- Crystal clear
- Dulling spray
- Flocking
- Cake foundation
- Syringes
- Platsil Gel-25
- Hardener
- Eco Flex kit
- Hair scissors
- Large tweezers
- Liquid blood
- Gel blood
- Synthetic brush set
- Powder puffs
- Makeup sponges
- PPI skin illustrator palettes
- Non-latex gloves
- Monu melt
- Sanding screen
- Unwaxed paper buckets
- Cabosil
- Plastic cap material
- GM foam water-based pigments
- HiRo slip
- Butcher paper
- Masking tape
- Black trash bags
- Epoxy putty
- Alcotte
- Witch hazel
- Small paper cups
- Paint stirring sticks
- Teeth trays
- Dental acrylic
- Basic tool set
- Drills/chisels
- Foam oven

Instructors required for the program:

The Special Makeup Effects class requires a minimum of one instructor to teach the program.
The instructor must have overall knowledge of lab and effects skills with at least 5 years of experience in the field. Areas of specialization include mold shop, foam running, painting, and sculpting.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years.
Each year consists of 11 possible start dates between January-December.
2022: 15
2023: 20
2024: 25

COMPETENCIES

- Special makeup effects
- Life cast correction
- Sculpting
- Snap molds
- Dental casting
- Sculpting and creating dentures
- Foam running
- Painting appliances
- Prosthetic application
- Business lecture

Written and practical exam is required for completion.
No internship or externship is needed for completion.

CLASS DURATION
140 Clock Hours
Class: 4 Week, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

SOC JOB CODES
27-1013, 27-1019, 39-5091, 41-9011

ADVANCED BEAUTY THEORY

Class Description
Advanced Beauty Theory is a three-week class designed for experienced beauty artists who are looking to elevate their makeup craft. Makeups are assessed with intense detail. The focus of this class is on editorial, beauty industry, music video and advanced airbrush applications.

Equipment used for the class includes:

- Makeup kit
- Airbrush compressor
- Dual action airbrush
- Stencils
- Water based airbrush paints
- Alcohol based airbrush paints
- Basic hairstyling kit

Instructors required for the program:
The Advanced Beauty Theory class requires a minimum of 2 instructors to teach the program.
Each instructor must specialize in one of 2 areas with at least 5 years of experience in the field.

Areas of specialization include advanced airbrush and editorial or high fashion beauty.

Projection/Bases for projection.
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. As prior experience is required, the demand for this class is slightly reduced. Each year consists of 11 possible start dates between January-December.
2022: 40
2023: 55
2024: 75

COMPETENCIES

- Understanding the beauty industry
- Portfolios
- Business of makeup
- Artists and inspirations
- Building a makeup kit
- High fashion/runway
- Avant-garde
- Airbrush: highlight & shadow
- Airbrush: reptile
- Using stencils
- Airbrush: tattoo application
- Photo shoot/transformation
- Black and white photography
- Mature makeup
- Drag makeup
- Final photo shoot

Practical exam required for completion.
No written exam, internship, or externship is needed for completion.

CLASS DURATION
120 Clock Hours
Class: 3 Weeks, Mon-Fri: 9:00am – 5:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

SOC JOB CODES
27-1013, 27-1019,
39-5091, 41-9011

ADVANCED LAB TECHNIQUES

Class Description
Advanced Lab Techniques offers practical, hands-on instruction in techniques related specifically to work in a modern special effect's lab such as full-head silicone life casting, clay pouring, epoxy mold making and more. All these techniques are explored under the supervision and guidance of seasoned lab professionals. Students who complete the 4-week class will produce a finished, photorealistic silicone severed head at the end of the four weeks.

Equipment used for the class includes:

- Character kit
- Airbrush compressor
- Dual action airbrush
- Alcohol based paints
- Sculpting tools
- Lab tools
- Tables
- Lab stools
- Ventilation hood
- Sawzall
- Industrial air compressor
- Air grinder/sander/cutter
- Drill/drill bits/socket for bolts
- Swing arm lamps
- Evacuator

- Microwaves
- Nuts/bolts/washers
- Respirators
- Tyvek suits
- Non latex gloves
- Butcher paper roll
- Wide masking tape
- Extension cords and power bars
- Body double silk
- Sil-poxy
- Plaster bandage
- Pros-Aide cream
- Isopropyl myristate
- Bald cap
- Tongue depressors
- GP 20 Fluid
- Telesis Adhesive/thinner
- Skin saver
- Monster clay
- Vinyl gloves
- Crystal clear
- Epoxy parfilm
- Acetone
- Chip brushes
- Glass mat
- Sandpaper 150 grit
- Meguiars mold wax
- Pro gel 10
- Rigid foam
- Paraffin
- Plat-cat
- Plastic cups/lids

Instructors required for the program:
The Advanced Lab Techniques class requires a minimum of 1 instructor plus one assistant to teach the program. Each instructor must specialize in one of 2 areas with, at least, 5 years of experience in the field. Areas of specialization include sculpting, mold making, realistic painting, hair insertion/punching, silicone casting, life casting.

Projection/Bases for projection:
Based on past enrollments, Cinema Makeup School projects the following number for the next 3 years. As prior experience is required, the demand for this class is slightly reduced. Each year consists of 11 possible start dates between January-December.
2022: 90
2023: 115
2024: 110

COMPETENCIES

- Understanding special makeup effects lab environment
- Airbrush: realistic skin painting on silicone
- Silicone life-casting techniques and material
- Clay pour and realistic sculpting
- Multi-piece wall preparation for mold making
- Epoxy syntactic dough/fiberglass mold making
- Silicone casting/polyurethane foam coring
- Silicone seam trim/patching
- Hair insertion/punching
- Fake eyeball creation

Written and practical exam is required for completion.
No internship or externship is needed for completion.

CLASS DURATION
140 Clock Hours
Class: 4 Weeks, Mon-Fri: 9:00am – 4:00pm

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

SOC JOB CODES

27-1013, 27-1019, 39-5091, 41-9011

Tech Track: 3D SCANNING, MODELING, AND PRINTING

Program Description

This 12-week course is designed for students who have graduated from the Complete Track at Cinema Makeup School, or new students who have had experience with 3D designing or traditional mold making. Throughout this course, students will learn 3D scanning, printing, and modeling skills applicable to the makeup effects and fabrication industries. They will develop portfolios showcasing their digital skills in several different software programs as well as finished 3D printed products. Students will complete six projects that cover different applications of their technical skills. They will design and 3D print an articulated action figure, props, and costume components as well as learn how to 3D scan, design a digital makeup, and 3D print the molds used to cast their prosthetic appliances.

Equipment used for the course includes:

Computers or laptops equipped to run ZBrush, Blender, scanning software, 3D printing software	3D Scanners & wig caps	3D print clean up supplies (isopropyl alcohol, sand paper, palette knives, nippers, blades, epoxy putty, etc)
Filament and resin printers	Silicone prosthetic casting supplies (theatrical silicone, encapsulant, mold release, silicone pigments)	Paints, sealers, & brushes
Curing stations	3D printing filament, resin, and replacement parts	Cosplay supplies (foam, glues, Xacto blades, etc)

Instructors required for the program:

A minimum of one instructor is required to teach this program. The instructor should have at least five years of professional experience and specialize in both 3D design, printing, and scanning as well as traditional SFX lab fabrication.

Projection/Bases for projection:

The Tech Track: 3D Scanning, Modeling, and Printing is a new program and has not yet been offered by Cinema Makeup School. Therefore, no historical enrollment data specific to this program is currently available.
Projected enrollment is based on Cinema Makeup School's historical enrollment patterns in its existing programs, anticipated interest from current students and graduates seeking advanced training, and expected demand for specialized instruction in 3D scanning, modeling, printing,

and digital fabrication as they relate to the makeup effects and fabrication industries.
Cinema Makeup School anticipates offering up to three start dates per calendar year. Initial enrollment projections are estimates only and may be adjusted based on actual student demand and program enrollment following implementation.

COMPETENCIES

3D scanning & scan cleanup	3D modeling	Digital mold making
3D printing & print finishing	Product design	Silicone casting
Anatomy	Character design & world building	Specialty costume fabrication
Pattern making	Animation	

SOC JOB CODES: 27-1014

REQUIRED CLASSES
Cinema Makeup School's Complete Track or work experience in related fields, to be verified in a portfolio review.

A portfolio and portfolio review are required for completion.
No internship or externship is needed for completion.

PROGRAM DURATION
"This is a 12-week program that runs five days per week, Monday through Friday, 9 am to 4 pm. There are six instructional hours per day, for a course total of 360 instructional hours."

360 Clock Hours
12 Weeks, Mon-Fri: 9:00am – 4:00pm"

CLASS LOCATION
3780 Wilshire Boulevard, Suite 202, Los Angeles, California 90010

PROGRAM COSTS

Program/Class	Tuition	Lab Materials	Makeup Kits	STRF	Total charges for a period of attendance AND an estimated schedule of total charges for the entire educational program
Advanced Beauty Theory	$3,000	$250	$60	$0.00	$3,317.50
Advanced Lab Techniques	$5,300	$2,000	N/A	$0.00	$7,317.50
Character Makeup	$4,000	$250	$840	$0.00	$5,100.00
Complete Track	$23,675	$4,575	$2,700	$0.00	$31,020.00
Creature Concept Design	$2,775	$225	$85	$0.00	$3,092.50
FX Track	$20,675	$4,325	$2,640	$0.00	$27,702.50
High Fashion Photographic Makeup	$4,500	$150	$1,770	$0.00	$6,432.50
Master Makeup	$12,600	$2,100	$2,640	$0.00	$17,377.50
Prosthetic Makeup	$4,000	$900	$610	$0.00	$5,522.50
Special Makeup Effects	$4,000	$800	$610	$0.00	$5,422.50
Pro-Lab Boot Camp	N/A	N/A	N/A	N/A	N/A
Pro-Set Boot Camp	N/A	N/A	N/A	N/A	N/A
Tech Track: 3D Scanning, Modeling, and printing	N/A	N/A	N/A	N/A	N/A

ADDITIONAL COSTS

In addition to the costs of tuition and materials, students are required to pay the following fees:

- $200 registration fee (non-refundable)
- $0.00 STRF fee (non-refundable) per $1,000 of institutional charges.
- $210 I-20 application fee
- $350 SEVIS I-901 visa fee (paid online to US DHS)
- $25 transcript fee

→YOU ARE RESPONSIBLE FOR THIS AMOUNT. IF YOU RECEIVE A LOAN, YOU ARE RESPONSIBLE FOR REPAYING THE FULL AMOUNT OF THE LOAN PLUS INTEREST, LESS THE AMOUNT OF ANY REFUND. If the student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur: 1) The federal or state government or a loan guarantee agency may act against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan. 2) The student may not be eligible for any other federal student financial aid at any other institution or other government assistance until the loan is repaid.

HONORS OPTIONS

For the extraordinarily driven and talented, CMS offers a variety of selective, merit-based honors options which allow students additional knowledge beyond the classroom.

The Protégé Lab Internship

For select students who excel in both prosthetics and special effects, Cinema Makeup School offers a one-of-a-kind opportunity: the chance to work inside a working special effects lab. Past lab partnerships include Amalgamated Dynamics, Spectral Motion, Millennium FX, and KNB EFX Group and have contributed to projects like feature film Harbinger Down and hit television show The Walking Dead.

Industry Mentorship

One of the most prestigious opportunities CMS offers its graduates is the chance to work closely with some of Hollywood's top tier industry artists. Through the Industry Mentorship, CMS' most talented

graduates are selected to work in a 3 month long paid mentorship alongside distinguished industry professionals such as Michael Spatola, Bill Corso and Howard Burger, learning the ins and outs of the makeup industry through hands on experiences and mentorship.

The Industry Mentorship not only allows CMS graduates the opportunity to gain invaluable industry experience but offers a once-in-a- lifetime opportunity for new artists to gain insight from the most seasoned makeup industry professionals.

CMS Apprenticeship
Students and Graduates of CMS are strongly encouraged to enter their work into the CMS Apprenticeship Competition. Students who participate in the Apprenticeship Competition conceptualize a creative and unique design that can be brought to life in full effect. The student with the most innovative and distinct design is selected to work with CMS and an industry professional who will help the student bring their work to life. Once the design is completed, the student's work will be displayed at major conventions, such as San Diego Comic-Con.

WORKSHOPS & SEMINARS

To help spread appreciation for makeup arts, CMS offers a wide range of workshops and seminars designed for students who are looking for alternative ways to study makeup. From young amateurs trying makeup for the first time or seasoned pros looking to study with Hollywood masters, CMS workshops offer valuable learning experiences for everyone!

Hollywood Master Workshops
These special weekend workshops bring you face-to-face with some of the top award-winning artists in Hollywood for intensive makeup training. Each workshop is customized to showcase and pass on the exact techniques and approaches which made its instructor famous. Combined, our current master instructors have 10 Oscar® nominations, 6 wins, 6 BAFTA awards, 7 Emmy® wins and billions of dollars in box office grosses.

Master Workshop space is limited, and seats are filled on a first come, first served basis by date of initial deposit. Deposits can be submitted online at cinemamakeup.com

WORKSHOP DURATION:
16 Clock Hours
Class: 2 Days

SPECIAL EVENTS

Guest Lectures & Demonstrations
As one of the world's foremost makeup training institutions, Cinema Makeup School is often able to attract some of the biggest names in the makeup and effects industries for special guest lectures, classes and demonstrations. Thanks to the school's prestige and convenient location in Los Angeles, CMS has hosted everyone from cult film makeup icons and performers to Emmy- and Oscar-winning makeup artists at the top of the profession.

Conventions & Trade Shows
To keep the school relevant and in touch with both the makeup industry and the larger entertainment industry, Cinema Makeup School regularly funds student, graduate, and instructor demonstrations at major conventions and trade shows around the world. These range from makeup shows such as the International Makeup Artist Trade Shows (IMATS) in Los Angeles and London, to genre conventions like Monsterpalooza in Burbank, to major international events like Comic-Con in San Diego. These appearances give select students and graduates the chance to have their work publicly shown in front of a large and discerning audience.

Student Competitions
Many students also choose to enter their work in makeup competitions, such as IMATS "Battle of the Brushes." CMS has a proud track record of excellence in these competitions. Our artists regularly place in and often win contests in both beauty makeup and special effects.

LIFE AT CMS

Description of Facilities

The Cinema Makeup School (CMS) campus is in the epicenter of the entertainment world: Los Angeles, California. The office and classrooms are located at 3780 Wilshire Boulevard in the historic Wiltern Theater Building. We are directly across the street from the Wilshire/Western Metro subway station and located near many bus routes.

Our facility has over 10,000 sq. ft. of space including classrooms, administrative offices, reception area, computer lab, library, and student lounge area. The lounge area provides a space for students to relax and socialize during class breaks. Our ultra-modern classrooms and laboratories are spacious, custom lit and mirrored environments specially designed to enable students to work at maximum efficiency. The computer lab and library provide individual workstations available for student use.

CMS also has its own makeup store located in the Wiltern Building, which sells materials to students and graduates. The store is a great resource for students and alumni, allowing them to purchase materials without ever having to leave the CMS facility.

The Wiltern Building has on-site security that monitors all persons entering and leaving the facility. All our facilities are wheelchair accessible. Ample student parking (including handicapped-accessible) is available across from the main building.

The facility and all school equipment fully comply with federal, state, and local ordinances and regulations, including requirements for fire safety, building safety, handicapped access and health.

Living in Los Angeles

Home to just under 4 million people, and with nearly 13 million in the surrounding metro area, Los Angeles is the second largest city in the US. It is home to people from all over the world, with nearly every culture and language represented. LA is best known as the home of Hollywood and the heart of the motion picture industry. Billed as "The Creative Capital of the World", Los Angeles is home to the greatest concentration of artists, actors, dancers, filmmakers, etc. in the world. 1 in 6 LA residents work in some sort of creative industry and the performing arts play a huge role in the identity of the city.

The diversity of Los Angeles makes it a must-see city for anyone interested in culture and history. There is a wealth of incredible places to eat, shop and explore throughout the city and each neighborhood has its own unique identity and characteristics. Between museums, theaters, shopping centers, restaurants and outdoor activities, there is no shortage of entertainment in LA.

Los Angeles boasts one of the sunniest climates in the US, with only 35 days of precipitation on average each year. The annual temperature averages 66°F (19°C). The coldest month is January, where temperatures average as low as 45°F (7°C) at night, while the hottest month is August, with daytime temperatures averaging up to 90°F (32°C) during the day.

Known as a driving city, Los Angeles is crisscrossed by an extensive network of freeways and major highways. It is possible to live in LA without a car, though, as it is home to a large system of bus lines and subway trains, many of which run 24 hours a day. The city is also home to Los Angeles International Airport, the third busiest airport in the US, and the Port of Los Angeles, which is the busiest commercial port in the US and the largest cruise ship center on the West Coast.

Housing

Moving to a new city can be a difficult process, and in a city as large as Los Angeles it can be even more challenging. CMS has no dormitories and is not able to offer housing through the school; however, we do what we can to assist in this transition as much as possible. CMS maintains a list of suggested websites, residences and other resources designed to assist in housing selection on the "Housing" section of our website. There is a plethora of housing options in the neighborhoods surrounding the CMS facility, ranging from $750 - $2,000 per month, depending on the amenity's student's desire.

Ultimately students are responsible for housing arrangements, and CMS has no responsibility to find or assist a student in finding housing.

Disclaimer: The information found on the "Housing" section of the CMS website is provided for information only. None of the residences or businesses are associated with CMS in any way. CMS will not be held responsible for false or misleading advertisements, business closure or disagreements between the leasee and the leasing company. CMS is not responsible for evaluating the safety or quality of any listings on our website. Students should read through any agreements or leases thoroughly before signing and, whenever possible, view the residence in person before paying any money to a rental company or individual owner/subletter.

Neighborhoods

CMS is in the Mid-Wilshire neighborhood of Los Angeles. When looking for housing, students may wish to concentrate on this area. CMS is also located directly across from the Wilshire/Western purple line Metro station. Students unable to find housing within walking distance of CMS may wish to consider residences along the Metro line. There are several bus stops within one block of the CMS facility that can take students to different areas of the city. For more information on public transportation, students should consult the Los Angeles Metropolitan Transit Authority (LA Metro) website.

CMS and Hollywood

Located in line of sight of the world-famous Hollywood sign and just blocks from major motion picture studios, Cinema Makeup School is nestled close to the heart of the American film industry. The school's location and unparalleled industry connections allow students and graduates to regularly interact and work with top Hollywood artists.

STUDENT SERVICES

Academic Advising

Students are advised on both personal and academic issues and are encouraged to discuss their scholastic and vocational goals. The faculty, Directors, Chief Operating Officer, and Registrar have a sincere interest in the personal welfare of each student. We also have an open-door policy.

The academic advising services are designed to aid each student while selecting classes and to ensure that each student is provided proper guidance while finishing his or her diploma or certificate courses.

Work-study Internship / Scholarship

Periodically, CMS will offer students the opportunity to participate in a work-study internship to help pay for their tuition. Under this program, the student pays all material, registration, and lab fees, but can work off their tuition through internship hours. Internship hours may vary and are scheduled on an as-needed basis. This program is not available at all times; to inquire about work-study, students should contact the CMS offices. The CMS internship takes place onsite at Cinema Makeup School only.

CMS also provides a variety of scholarship opportunities. Scholarship funds awarded to a prospective student are eligible to be used for CMS tuition only and will expire one year from the date they were 6awarded. There is no cash value for any scholarship award, and funds cannot be used retroactively.

For students interested in learning more about our scholarships or applying, please visit the "Scholarship" section of our website.

VETERANS' BENEFITS

CMS is approved by the California State Approving Agency of Veterans Education for the training of veterans and eligible persons under the provisions of Title 38 U.S. Code. This approval is for our Diploma Programs and applies only to our **Master Makeup Program and High Fashion Photographic Makeup Program**. For more information, please contact the CMS offices.

OFFICE HOURS

Administrative office hours are **8:00 AM to 5:00 PM**, Monday through Friday. The office is closed on weekends and holidays. Day classes are scheduled from 9:00 AM to 4:00 PM, with select courses held from 9:00 AM to 5:00 PM. Occasionally, classes will run from 9:00 AM to 5:30 PM to make up for holiday breaks. CMS observes most major holidays and closes for a winter break between Christmas and New Year's Day. A complete list of school holidays and breaks is included in our yearly schedule of class start dates.

LEARNING RESOURCES

CMS has established a library and resource center consisting of textbooks and periodicals providing information in the various makeup disciplines offered by the institution. Students are welcome to check out these materials at any point during their time at CMS. The library is open during regular office hours and materials can be checked out for one-week periods.

CAREER SERVICES

The career of a makeup artist is challenging and competitive, but also exciting and rewarding. Seasoned makeup artists are magicians with a brush and palette, who can turn the ordinary into the exotic and transform beauties into monsters. They are limited only by their imaginations and are encouraged to try new, daring creations regularly.

Courses at CMS provide students with the knowledge and confidence needed to succeed as professional makeup artists. Our curriculum is constantly updated to emphasize skills and techniques that are in demand in today's marketplace. We keep up with the latest advances in makeup technology and techniques and are always on the cutting edge of industry trends. Our goal is to prepare students for immediate employment upon graduation.

Professional makeup artistry is an extremely diverse field. It encompasses work ranging from fashion, editorial and advertising, to film, television, and music videos, and everything in between. Our students can train in beauty makeup, film and television work, photographic makeup, special makeup effects, and the design and application of prosthetics.

Professional makeup artists are expected to be skilled illusionists that can turn any fantasy into a reality for public viewing. They play an integral role in creating characters for film, television, and theater and are an important asset to any production.

With skills learned at CMS and an abundance of imagination, many of our graduates have become well-recognized and award-winning artists in film, television, theatre, and fashion. With hard work, passion, and the right training, there is no limit to what you can achieve as a makeup artist. The creative possibilities are endless!

PLACEMENT SERVICES

CMS does not guarantee job placement for graduates, but we try to help our students with the job-hunting process as much as possible. CMS maintains an industry job board, which is constantly updated with a wide range of opportunities in beauty, fashion, and special makeup effects. In addition to posting these jobs on campus, CMS staff also sends out a daily "jobs e-mail" detailing the latest opportunities available to our students and graduates.

CMS's expertise in training makeup artists is well-known in the makeup world and the broader entertainment industry. We are approached daily by designers, production teams, and filmmakers looking to hire CMS graduates. In addition to these offers, our staff complies with listings from various industry job boards and online services so that students and graduates can view them all in one place.

We also offer occasional opportunities for our graduates to showcase their talents at international competitions, special seminars, and media appearances as representatives of the school. These events can provide international exposure to our alumni and serve as an excellent networking experience for future job opportunities.

The graduate services staff also assists students and graduates in resume preparation, interviewing techniques, and portfolio review. In addition to the graduate services available to students, career-planning concepts are also integrated into the curriculum in all programs.

CONDUCT

Students are expected to comply with all school policies regarding curriculum, testing, absences, tardiness, and missed work while displaying courtesy and consideration towards instructors, staff, and other students. CMS defines improper conduct as the following: fighting on campus; destruction, abuse, or theft of property; the use or sale of alcohol or illegal drugs on campus; sexual misconduct; and disregard for school policy. Improper conduct is a cause for suspension or expulsion.

The school reserves the right to postpone training in the event of acts of God, labor disputes, equipment failure, government-mandated closures, etc. Students will be duly notified and compensated, if appropriate. All course schedules are subject to change in terms of start and completion dates. Students will be notified and offered the opportunity to consent as provided by law. In cases where such change would cause undue hardship, a refund will be offered. The school reserves the right to withdraw from a scheduled course if the registration is insufficient to warrant holding the class. In such a case, all monies paid will be refunded.

LIABILITY

CMS assumes no responsibility for loss or damage to personal property, or for personal injury, which may occur while on the campus grounds or a field trip. Any medical costs incurred as a result of an injury on CMS property will be the full responsibility of the student. CMS encourages all students to have the proper health insurance before arriving at the school.

STUDENT GRIEVANCE PROCEDURE

From time to time, differences in interpretation of school policies will arise among students, faculty, and/or the administration. Persons seeking to resolve problems or complaints should first contact the instructor in charge. When such differences arise, usually miscommunication or misunderstanding as a major contributing factor, requests for further action may be made to the school director. For this reason, we urge both students and staff to communicate any problems that arise directly to the individual(s) involved.

Normally, the informal procedure of "discussing" differences will resolve the problem. In addition to complaints previously stated and appeals of an academic nature, a student has a right to complain to the institution. If a student wishes to file a written complaint, the student may do so. All written complaints will be resolved within 10 days and will be sent to the student in writing, as well as filed within the student's record. If a complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Bureau of Private Postsecondary Education. The student may contact the Bureau for further details or unresolved complaints to:

Bureau for Private Postsecondary Education 1747 North Market Blvd. Suite 225, Sacramento, CA 95834
www.bppe.ca.gov
Tel (916) 574-8900, (888) 370-7589

Fax (916) 574-8648
E-mail: bppe@dca.ca.gov

DEMONSTRATION LESSON

Our courses are designed to provide students with the skills, knowledge, and confidence to succeed as professional makeup artists. All CMS courses stress a hands-on approach to learning. Emphasis is placed on observation of demonstrations and application of techniques in practical workshop sessions. Students are trained in specialized skills applicable to fields such as television, motion picture, theater, fashion photography, special makeup effects, lab techniques, and fabrication of prosthetics.

CMS does not use models for class lessons; students practice their designs on each other. This gives CMS students the unique experience of understanding how models and actors feel in the makeup chair. Knowing both sides of the makeup process make CMS students better able to respond to client com- plaints and concerns, know what materials feel like on their skin, and understand the concerns of actors and models regarding whether makeup applications will hinder performance in any way.

CMS offers students the chance to document their progress in class using our on-site photo- graphic workspace area. At the end of each day, students can bring their classmates/models for photos to document their designs. They also have access to the CMS costume closet where they can find clothing and accessories to enhance their creations. Digital copies of student photos are archived on an online portal where students can access and download their photos via SmugMug.

EQUIPMENT

In addition to makeup, our coursework utilizes various types of specialized equipment. In Character Makeup, for example, students learn bald cap and facial hair techniques which require steamers, crimpers, hackles, practice heads, and red heads. Students taking lab classes will use blenders, ovens, hammers, waxers, heat lamps, vacuum chambers, drills, heat guns, and glue guns. Our Photographic Hairstyling class uses curling irons, flat irons, hairdryers, and mannequin heads. Students in Airbrush Makeup learn to use airbrushes and compressors.

For a full list of all additional equipment, please contact the CMS offices.

ADMINISTRATIVE POLICIES

Non-discrimination Policy

Cinema Makeup School is non-sectarian and does not discriminate with regards to race, creed, color, national origin, age, sex, disability, orientation, or marital status in any of its academic program activities, employment practices, or admissions policies. This policy applies to the hiring of all positions and admission of all students into all programs. Students with special needs such as physical or mental handicaps or learning disabilities are considered for admission, provided they meet the entrance requirements. The client, including those with special needs, is responsible for determining if they can benefit from the training.

Wheelchair Accessible

Each campus is wheelchair accessible. Students with special needs are advised to meet with the Director to assess their personal needs as well as to determine if the training courses offered and the occupations, they lead to are suitable for the prospective student's situation.

Service Animals

Service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, pulling a wheelchair, alerting, and protecting a person who is having a seizure,

reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. The work or task a dog has been trained to provide must be directly related to the person's disability. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the (Americans with Disabilities Act) ADA.

When it is not obvious what service an animal provides, only limited inquiries are allowed. Staff may ask two questions:
(1) Is the dog a service animal required because of a disability?
(2) What work or task has the dog been trained to perform?

Staff cannot ask about the person's disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task.

A service animal must be under the control of its handler. Under the ADA, service animals must be harnessed, leashed, or tethered, unless the individual's disability prevents using these devices or these devices interfere with the service animal's safe, effective performance of tasks. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

Language Policy

At CMS, instruction in each classroom is given only in English. Minimal English language proficiency is sufficient for enrollment. English language services, including instruction such as ESL, are not provided. Therefore, students must be able to understand the enrollment agreement and admissions process prior to enrollment. Students whose first language is not English must provide a TOEFL score of 450 or an IELTS score of 6. If English is not the student's primary language, and the student is unable to understand the terms and conditions of the enrollment agreement, the student shall have the right to obtain a clear explanation of the terms and conditions and all the cancellation and refund policies in his or her primary language. If the recruitment leading to enrollment is conducted in a language other than English, the enrollment agreement, disclosures, and statements shall be in that language.

ADMISSIONS POLICIES

Procedures for Admissions

Potential applicants are encouraged to visit CMS to meet with one of our admissions representatives. The representative will give the applicant a tour of the campus, provide detailed information about the institution's programs and policies, discuss the applicant's qualifications, and assist the applicant in determining the best way to meet their career objectives. The representative will also discuss tuition and possible financing. If an applicant cannot visit CMS in person, they can take a virtual tour of the campus via Skype/FaceTime/etc. or contact the school by phone to have all their questions answered.

The college has not entered into an articulation or transfer agreement with any other college or university.

All applicants to CMS must fill out an enrollment application and submit a $200 non-refundable registration fee. Once an applicant has been accepted, they will be contacted by CMS to arrange a start date, tuition payment and the purchase of materials, if desired. CMS is a postsecondary education institute. Admission to CMS requires a high school diploma or General Education Development Test (GED). Additional transcripts may be requested in some cases.

Entrance Requirements

CMS diploma programs do not require previous experience; however, some specific classes may have prerequisites. Students interested in taking individual classes should check with CMS regarding the requirements prior to filling out an enrollment application. A background in cosmetology, art, theater, and related fields is helpful but not essential. We recommend that U.S. students complete the enrollment

process at least two (2) weeks prior to commencement of the desired course's start date. International student enrollment policies vary slightly from those of US students and are covered in the "International Students" section of this catalog (pages 32-33).

Notice Concerning Transferability of Credits and Credentials Earned at Our Institution

The transferability of credits you earn at Cinema Makeup School is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma or certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the diploma or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Cinema Makeup School to determine if your diploma or certificate will transfer.

CMS does not accept the transfer of credits earned at other institutions or through achievement tests. CMS does not participate in articulation or transfer agreements with any other colleges or universities. CMS does not accept ability-to-benefit students. CMS does not award credit for prior experiential learning.

ACADEMIC POLICIES

Attendance

Cinema Makeup School's attendance policy is designed to ensure that students maintain satisfactory academic progress in all the courses required in their program of study. Students are expected to attend all classes, be on time, remain in class for the entire duration, and be an active participant in demonstrations and discussions.

Attendance Records & Absences

CMS maintains attendance records. Absences should occur only for urgent reasons such as ill health or other extenuating circumstances. Whenever possible, students should notify the Registrar in advance of any anticipated absences. Prior arrangements must be made with each faculty member for missed work.

Attendance is considered an essential part of the learning experience and individual instructors may implement specific policies regarding attendance for a specific course, which may be more restrictive than the general institutional policies of CMS. The Registrar must approve the policy(s). Prior to the beginning of class, students must be notified of the policy(s) via the course syllabus.

Students are expected to attend class on time. Early departure of more than 15 minutes may adversely affect the student's grades. If a student misses a class or a portion thereof, the instructor is not required to repeat such material for the student. Therefore, it is highly recommended that students make every effort to attend all classes.

Any student who does not attend at least 75% of the scheduled class time will be placed on academic probation for the remainder of the program. The school directors will then investigate the student's academic progress and ability to satisfactorily complete the program requirements. After such investigation, a meeting with the student will be held to establish the student's interest in continuing the program, what work is to be made up, and whether the student should remain on academic probation. If it is apparent that the student does not have any interest in continuing, he/she will be dropped from the program. Otherwise, the committee may determine (a) that the student is maintaining academic progress and may continue class on academic probation status until the end of the quarter; (b) that the student is not maintaining academic progress and the student will be withdrawn from the course; or (c) that the student is not maintaining academic progress in general, and the student will be withdrawn from CMS.

Missed Work

Make-up work may be required for any absence at the discretion of the instructor. The instructor has no obligation to provide make-up instruction or assignments to the students, including but not limited to, providing instruction on how to approach an assignment, what material was missed in class, administering an actual examination that the student missed, etc. Therefore, the student must make every effort to attend classes on a regular and consistent basis.

Leave of Absence

Students may request a leave of absence (LOA) for medical reasons, financial difficulties, military duty, personal difficulties, and jury duty. Students may also request an administrative leave when a course that is needed is not available. Students in need of a LOA must contact the Registrar. LOA requests must be supported by appropriate documentation. The Registrar will approve or deny LOA requests. If a student fails to return or notify CMS from a LOA, the student will be withdrawn from the program.

A student may not request a LOA during the first four weeks of his/her course. The duration of a LOA shall not exceed one year. Only one LOA may be granted per twelve-month period. Barring unforeseen circumstances (such as sudden hospitalization or illness), the appropriate paperwork and documentation must be submitted prior to a student's approved absence from a course. Students cannot be granted a LOA to avoid being dismissed because of lack of satisfactory academic progress or failure to fulfill the requirements of attendance.

Students returning from a LOA will only be allowed to join a class if there is a class available and if space is available in that class. Students are solely responsible for contacting the school at least two weeks prior to the start date of the class they wish to join to verify that space is available. If there is no space available, they must wait for the next available class. If the student is not in attendance on their scheduled return date, the student will be withdrawn.

Academic Evaluations

CMS conducts evaluations of each student's progress at the end of each class. This evaluation standard applies to all certificate and diploma programs. At each of these evaluation points the student must maintain a minimum GPA of 2.00. A student with a GPA below 2.00 will be placed on academic probation. When on probation, a student is enrolled only under specific conditions imposed by the school directors of Cinema Makeup School.

Academic Probation

If the student on academic probation fails to raise the GPA to 2.0 or above for the subsequent term, the student will be suspended. The school directors may grant re-admission of a suspended student upon the student's petition. The re-admitted student is placed on academic probation upon their re-admission. If the student fails to increase their GPA to 2.01 or more, they will be permanently dismissed and not be eligible to enroll in CMS thereafter.

LETTER GRADE AND GRADE POINT SYSTEM

Grading is accomplished by both practical and written methods. Grading standards are as follows:

A = 90% - 100%	4.00 = Excellent
B = 80% - 89%	3.00 = Good
C = 70% - 79%	2.00 = Satisfactory
D = 60% - 69%	1.00 = Poor
F = 00% - 59%	0.75 = Failing
P/F = Pass / Fail	0.00 = Credit/No Credit
I = 00% = Incomplete	
W = 00% = No Grade Assigned	

No student shall qualify for graduation if they have failed any examination or have an overall grade

average below ‘C’. Extra workshops or retaking exams may be required to correct deficient grades to graduate.

Retention of Records

Cinema Makeup School will maintain student records for five years, as required by state law. Students have a right to access their records anytime that the institution is open and during normal business hours.

Students desiring to view their records may request to see their records in the school office during normal business hours or may schedule a time to review records that is convenient to both the student and the school administration. If an appointment is made, the appointment shall be made no later than 48 hours after the student has requested to view their records. Extensions of this time shall be granted only upon the decision of the student. Only the student and the school administration have a right to review student records.

No outside personnel will be allowed to view records except for appropriate state regulatory, federal regulatory or accrediting agency officials or upon proper subpoena.

Transcripts

Student transcripts will be permanently retained in the school’s records. A copy of the academic transcript is available upon request by the student. This service is subject to the Family Educational Rights and Privacy Act of 1974, as amended.

The institute reserves the right to withhold an official transcript if the student’s financial obligation to the institute is in arrears, or if the student is in arrears on any Federal or State student loan obligation. The institute also reserves the right to limit within its discretion the number of official transcripts provided without a processing fee. The usual processing fee is $10.00 for a second copy.

Diplomas and official transcripts of records are available within fifteen (15) days from the receipt of a written request by the institute.

FINANCIAL AID

Cinema Make Up School is not eligible for Student Federal Financial Aid. Cinema Make up School approved by CSAAVE for GI Bill Training Benefits.

Cinema Make Up School is listed on the Employment Development Department (EDD) Eligible Training Provider List (ETPL) established in compliance of the Workforce Innovation and Opportunity Act (WIOA).

FINANCING OPTIONS FOR DOMESTIC STUDENTS

Payment Options

Students at Cinema Makeup School have two options for paying their tuition based on the length of their selected program.

Short-term programs designed to be completed in four months or less, requires payment in full of all tuition and fees on the first day of instruction.

Programs four months or longer are eligible for a CMS payment plan, requiring no more than four months of advance payment of tuition. The remaining balance will be divided into equal payments for the duration of the chosen course, with all charges to be paid in full before the completion of the program. Extended payment plans may be offered upon credit approval. Students wishing to pay their tuition on a payment plan should speak with a financial advisor at CMS to work out an appropriate schedule of payments.

STUDENT TUITION RECOVERY FUND

It is a state requirement that a student that pays his or her tuition is required to pay a state-imposed assessment for the STRF.

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss.

Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF, and you are not required to pay the STRF assessment if you are not a California resident or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd. Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss because of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
5. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
6. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number. If the student receives federal student financial aid funds, the student is entitled to a refund of the money's not paid from the

federal financial aid funds.

STUDENTS' RIGHT TO CANCEL

You have the right to cancel the enrollment agreement you sign for a course of instruction-including any materials, such as the student makeup kit, or any other goods and services included in the agreement-and obtain a refund of charges paid through attendance at the first day of class or the seventh day after registration, whichever is later. Cancellation shall occur when you give written notice of cancellation at the address of the school shown on the top of the front page of the enrollment agreement. You can do this by mail, hand delivery, or telegram. The written notice of cancellation, if sent by mail, is effective when deposited in the mail, properly addressed, with postage prepaid. The written notice of cancellation need not take any form, and however expressed, is effective if it demonstrates a wish to no longer be bound by the enrollment agreement.

Once purchased and in the student's possession, there is no refund for materials. Specifically, a student may not return a Student Makeup Kit once he/she takes possession of it due to health and sanitation reasons. If a student cancels within the cancellation period, 100% of the amount paid for institutional charges, less a reasonable deposit or application fee not to exceed $250, will be refunded. Charges for materials are refundable if cancellation occurs within the cancellation period. You are obligated to pay only for materials in the student's possession. Due to sanitation concerns, makeup kit costs cannot be refunded unless the student cancels their enrollment prior to being issued their materials on the first day of class.

REFUND POLICY

The institutional refund policy for students who have completed 60 percent or less of the course of instruction shall be a pro rata refund. After the end of the cancellation period, you have a right to terminate your studies at this school at any time, and you have the right to receive a refund for the part of the course or program you have paid for and did not receive. You have the right to withdraw from the course of instruction at any time. If you withdraw from the course of instruction after the period allowed for cancellation, the school will remit a refund, less the $200.00 registration fee and any STRF fees, within 30 days following your withdrawal. You are obligated to pay only for educational services rendered and materials in which the students have taken possession. The pro rata refund is calculated as follows:

a) Deduct a registration fee ($200.00) and STRF fee (varies) from the total tuition charge.
b) Divide this figure by the number of days in the program.
c) The quotient is the daily charge for the program.
d) The amount owed by you for purposes of calculating a refund is derived by multiplying the total days attended by the daily charge for instruction.
e) The refund would be any amount more than the figure derived in that was paid by you.
f) The refund amount shall be adjusted for equipment, if applicable.

If a student obtains a loan to pay for an educational program, the student is responsible for repaying the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal financial aid funds

INTERNATIONAL STUDENTS

Student Visa

CMS is proud to welcome students from all over the world. CMS is authorized under US Federal Law to issue I-20 forms for students with M-1 student visas. The I-20 documentation provided by CMS is only valid for student visas and does not authorize the student for external work experience. The I-20 form will only be valid for the time in which the student is enrolled and attending classes at CMS.

M-1 Visa

An M-1 visa is an educational visa issued to students who wish to enter the United States to attend a

vocational or technical school. The M-1 visas are issued for the duration of the student's program at CMS and are only valid for a maximum of 30 days after the student completes his or her program.

Transfers and Extensions

The flexibility of the M-1 visa in terms of transfers or extensions is very limited. Students that wish to transfer to another institution while studying on an M-1 visa may only do so if the new school also offers SEVIS- authorized M-1 programs. A new I-20 will have to be issued and processed if any changes to the student's program are made.

Requests for both transfers and extensions require the student to fill out a Change of Status (I-539) form and pay a processing fee. The I-539 will then have to be sent to the closest Bureau of Customs and Immigration Services (BCIS) office. Students wishing to change their status should speak to a CMS admissions representative before making any changes.

Enrollment Process

To apply for I-20 documentation from CMS, international students must complete an international registration form either online, over the phone, or through the mail. They must also provide a completed I-20 application, a $210 non-refundable application fee and proof of financial support. Cinema Makeup School also requires proof of completion of secondary education (the equivalent of a high school diploma.) Upon receiving this documentation, CMS will issue the student an acceptance letter and I-20 form. Once the student has received their I-20 paperwork and financial documentation, they will have to pay a Student and Exchange Visitor Information System (SEVIS) visa processing fee online.

The policies regarding visa issuance may vary by country and each student should be sure to check with his or her embassy regarding what paperwork and documentation is required. All U.S. embassies and consulates will require the student to prove that they have sufficient funds to cover the cost of the program and living expenses prior to issuing a student visa. The student must either provide documentation of these funds or written proof that they will receive financial support for the duration of the program.

Once the student has gathered their acceptance letter, I-20 form and SEVIS I-901 fee the documentation should be brought to a U.S. embassy for processing after an appointment is made. The time frame required to receive a visa may vary, but CMS recommends allowing at least 2 or 3 months before the program start date. Once a visa is issued. The student should have their I-20 documents and passport stamped and returned. The student should then contact CMS via email or phone and let them know they are ready to begin their program.

Entry to the US

Upon entering the United States, the student will need to furnish both their passport and I-20 documentation with the appropriate stamps to U.S. Customs. The Customs officer will issue the student an I-94 card, stapled to a page of their passport. This card must remain in the passport while the student is in the United States.

After clearing customs, the student must report to CMS no more than 10 days after arrival or he or she will risk creating problems with their visa status.

International Student Guidelines

The U.S. Government places many restrictions and requirements on international students including:

- Students must carry their passports, visa, and I-20 documentation with them at all times
- Only I-20 documentation from a student's current school is considered valid at any given time
- Students must contact CMS if they have received an I-20 form, but are declining acceptance or have chosen to attend another school so that CMS can cancel their I-20
- Students must notify both CMS and the U.S. Government if they move during their stay. They will need to complete an official Change of Address (AR-11) form

Responsibilities of CMS

CMS will be responsible for providing the following services to international students:

- Issuing I-20 documentation
- Vouching for student status as necessary by providing a student's course schedule and a letter confirming that the student is enrolled at CMS
- Reporting changes in course content or duration that could affect a student's visa status
- Reporting a Leave of Absence, poor grades, or failure
- Reporting completion of the program as scheduled

Additional Costs

In addition to the costs of tuition and materials, international students are required to pay the following fees:

$200 non-refundable registration fee (paid to CMS)
$210 I-20 application fee (paid to CMS)
$350 SEVIS I-901 visa fee (paid online to US DHS)

Student Services

International students have access to all the same services as domestic students including assistance with housing, career planning, transportation questions and other issues. They should feel free to contact CMS via phone or email for assistance with any issues that arise or any questions they have prior to arriving in Los Angeles.

Graduating students are encouraged to meet with CMS administrators prior to leaving the country for advice in how to proceed in their career, what further education they need and to receive advice on how to market themselves to future employers. M-1 Students are not allowed to work for pay while in the U.S., but they can accept paid work in their home country once they return.

School Breaks and Holidays

Many CMS students return to their home states and countries during school breaks. If a student on an M-1 visa wishes to return home during a school break he/ she must report the trip to a CMS admissions representative prior to leaving. CMS will need to sign and date the student's I-20 form before departure or the student may be denied reentry to the U.S. Students leaving the country for any reason should always carry all required documentation with them, including their I-20, visa, and passport.

Graduation

Once an international student has completed their course of study at Cinema Makeup School, the CMS admissions office must report the change of status to the SEVIS database. If a graduating student is planning to continue to another course, they should contact CMS admissions prior to graduation to begin the extension process.

Disclaimer

While CMS makes every effort to ensure that the information in this catalog is accurate and up to date, it is only provided as an informational resource to potential applicants. Students should be sure to double check regulations from the US State Department and BCIS as well as their local embassy or consulate prior to beginning the visa application process. If any discrepancies in information arise, the student should obey the regulations provided by the US government.

DISCLOSURE STATEMENTS

Cinema Makeup School is a private postsecondary educational institute approved to operate through 2019 by the Bureau for Private Postsecondary Education. Approval to operate means compliance with state standards as set forth in the CEC and 5, CCR. Cinema Makeup School chooses not to pursue accreditation by an accrediting agency recognized by the U.S. Department of Education.

As a prospective student you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd., Suite 225, Sacramento, CA 95834 online at www.bppe.ca.gov or via telephone (888)-370-7589 or fax (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website (www.bppe.ca.gov).

CMS does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

Students may obtain a loan through a private lending company. If the student does so, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. CMS does participate in state financial assistance through the Veterans administration who are eligible.

Cinema Makeup School
3780 Wilshire Boulevard, Suite 202 Los Angeles / California 90010 USA
t 213.368.1234 f 213.739.0819
info@cinemamakeup.com
www.cinemamakeup.com

youtube.com/cinemamakeup
facebook.com/cinemamakeupschoolfanpage
@cinemamakeup
@cinemamakeupschool

VETERAN ADDENDUM AND INFORMATION BULLETIN ACKNOWLEDGEMENT

Credit Evaluation Policy

Students receiving veterans' benefits must have all prior education and training evaluated upon enrollment. Credit will be awarded where applicable with the program being shortened accordingly. Transcripts and evidence of evaluation will be kept in the veteran file.

Progress Policy:

Progress will be monitored at the end of each evaluation period (week) for all students receiving veterans' benefits. If at the end of any given evaluation period the student's grade falls below 70%, or if attendance falls below 70% of scheduled program hours, the student will be placed on probation for the following evaluation period. If by the end of the probation period the student's grade is not raised to 70%, or overall attendance is not raised to at least 70% of scheduled hours, the Veterans Administration will be notified, and benefits will be interrupted.

Conditions for Reentrance:

If the director determines that the conditions which caused the interruption have been rectified, the student

will be eligible to receive benefits.

Maximum Timeframe:

All programs must be completed within the originally contracted length of time.

Refund Policy:

The refund of the unused portion of tuition, fees, and other charges for veterans or eligible persons who fail to enter a course, withdraw or discontinue prior to completion, will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion bears to the total length of the course The proration will be determined on the ratio of days or hours of instruction completed to the total number of instruction al days or hours in the course.
The maximum non-refundable registration fee for veterans is $10.00.

Information for students Using Post-9/11 G.I. Bill® (CH33) or Vocational Rehabilitation and Employment benefits (CH31)

A student using Post-9/11 G.I. Bill® (CH33) or Vocational Rehabilitation and Employment benefits (CH31) will be allowed to enroll in and attend courses and access campus facilities while the campus awaits payment for tuition and fees from the VA. While awaiting receipt of funds from the VA, **Cinema Make-Up School** will not impose any penalty, charge late fees or require an eligible student to borrow additional funds to cover tuition or fees. This waiting period begins the date the student provides appropriate documentation and continues either until funds are received from the VA or until 90 days after the School Certifying Official has certified the student's enrollment for tuition and fees.

To demonstrate current eligibility and intent to use Chapter 33 or 31 benefits, a student must provide the following documents:

- Certificate of Eligibility (COE) or Education Enrollment Status form (printed from the VA website).
- A written request to use either Post 9/11 G.I. Bill benefits or VA Vocational Rehabilitation
- All additional information requested by the School Certifying Official to properly certify enrollment to the VA.

For more information regarding this policy, contact your School Certifying Official at admissions@cinemamakeup.com or 213-368-1234. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benefits.va.gov/gibill.

I have received a copy of the Veterans Information Bulletin that contains the rules, regulations, course completion, requirements, and costs for the specific course in which I have enrolled.

Print Name: _____

Signature: _____

Social Security: _____

Enrolled By: _____
Date: _____