

INSITUTE OF ADVANCED MEDICAL ESTHETICS
804-908-3223

DOCUMENTS YOU NEED TO EMAIL AND FORMAT REQUIRED

Attention: incorrect or incomplete packets will not be considered for admissions and will not be retained.

SEND ONLY 1 EMAIL WITH PDF ATTACHMENTS – instructions:

1. Organize all requested documents on our admissions list on your desktop in PDF format and name all attachments with your last name, and title of document:
Ex: Smith High School Diploma
2. Attach the documents to 1 email.
3. Answer the indicated questions in the body of the email (see **QUESTIONS** section).
4. Have a **hard copy** of some items to bring to appointment.

ATTACHMENT LIST FOR EMAIL

Every applicant:

1. HIGH SCHOOL DIPLOMA – PDF (Ex: Smith High School Diploma)
2. ESSAY – PDF (Ex: Smith Essay)
3. COLOR COPY OF DRIVER LICENSE – PDF (Ex: Smith DL)

Paying by Cash?

1. Indicate so in the body of the email (& get a certified check made out to LAT INC at time of enrollment.)

If applying for aid & you are 24 years or older:

1. MASTER PROMISSORY NOTE FOR DIRECT LOAN FOR STUDENT fully executed - PDF
2. ENTRANCE COUNSELING CONFIRMATION EMAIL - PDF

If applying for aid & you are NOT 24 years old:

1. PARENT PLUS LOAN APPROVAL OR DENIAL LETTER - PDF
2. MASTER PROMISSORY NOTE FOR DIRECT LOAN FOR STUDENT fully executed PDF
3. MASTER PROMISSORY NOTE FOR PARENT PLUS LOAN fully executed PDF
4. ENTRANCE COUNSELING CONFIRMATION EMAIL PDF

EMAIL ADDRESS:

ADMISSIONS @THEINSTITUTEOFADVANCEDMEDICALESTHETICS.COM

Hard Copy - DOCUMENTS YOU NEED TO bring to the school AND FORMAT REQUIRED

1. Certified check to LAT INC if paying cash.
3. 2x2 passport photo with white background taken at professional passport photo facility for state board testing. (Walgreens or Fedex are good options)

QUESTIONS TO ANSWER IN BODY OF EMAIL

Name:

Email Address:

Phone #:

Programs Applying for:

Both Basic & Master (this means a smooth immediate transition to master)

Basic Only (this means no master seat is saved for once you graduate from basic and you have to wait until a seat comes open which could be months later) – ATTENTION WE USUALLY HAVE A WAIT LIST FOR THIS CLASS PLEASE CONTACT THE SCHOOL

Master Only - I attended "___" school and graduated "___" date. (this means you already have a taken the Basic Class) – ATTENTION WE USUALLY HAVE A WAIT LIST FOR THIS CLASS PLEASE CONTACT THE SCHOOL

Start Date applying for:

1st choice?

2nd choice?

I can start ASAP when there is an opening?

Payment Information:

Paying by cash and have certified check to LAT inc?

Paying by cash and Aid (also answer next question)?

Paying by Aid & I am OVER 24 years old: Date applied for aid (should have done before packet is sent and added our school code 041562)?

Paying by Aid & I am UNDER 24 years old: Date BOTH my parents & I applied for aid (should have done before packet is sent and added our school code 041562)? Also note if your under 24 and married or have a child you will be considered "independent" for the purpose of FAFSA.

I am UNDER 24 years old and I have applied for parent plus loan and have included the PPL approval or denial letter. (If not your application is incomplete)

Confirm FAFSA YEARS 18/19 & 19/20 were both completed?