



INSITUTE OF ADVANCED MEDICAL ESTHETICS

804-908-3223

**Upscale Modern Facility | Small Classes |
Medical Level Skincare Equipment, Product Lines & Curriculum
| Expert Instructors | Financial Aid For Those Who Qualify**

Important message from the Director of Admissions:

If you want apply for the next class opening or to be put on a waitlist you must have submitted a fully and accurately completed admissions packet. Because we offer some classes online, this process is considered a part of your admissions interview and exam. We want to be sure you have the ability to demonstrate attention to detail, ability to comprehend and execute detailed instructions - all of which demonstrates your ability to successfully participate in an online class and thrive in the master/medical esthetics industry. (Parents should only complete the financial aid portion if a dependent student is applying.)

A limited number of candidates are accepted into the school each year to ensure the integrity of our rigorous and high quality academic environment. This school is geared towards individuals who want to obtain the master/ medical esthetician level. Please be aware that every interaction a candidate has with the admissions department and staff is noted on their admissions packet, interview / exam. Candidates who are rude and disrespectful to staff will not receive an invitation for admissions to the school. Rude and disrespectful behavior demonstrates the individual is not able to successfully complete the admissions interview, or follow the professional / behavioral expectations as outlined in the catalog, or meet the mission of the school. Please approach all parts of this process with all this information in mind.

Because of the high volume of emails and calls we receive, fully and accurately completed admissions packets will receive seniority on the call back list. For your convenience, and to provide you immediate information, all information related to programs such as schedule, cost and curriculum is listed on the program page. All information related to admissions requirements is located on the admissions pages and we also have a tour page which shows our upscale and modern facility. FAFSA has a hotline that assists you with completing the aid related items listed on our admissions PDF. (The school does not fill out aid forms for applicants.)

We appreciate your interest in the school and your understanding our rigorous admissions process. If this academic level fits with your educational goals we look forward to hearing from you.

DOCUMENTS YOU NEED TO EMAIL AND FORMAT REQUIRED

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

ENROLLMENT CHECK LIST

_____ \$1000 deposit required upfront.

_____ \$100 registration/enrollment fee required upfront.

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 save the pdf as: 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 & CASH PAY APPLICANTS:

1. SCANNED - HIGH SCHOOL DIPLOMA – PDF (Ex: Smith High School Diploma)

Note: A foreign diploma must be translated into English & evaluated for US equivalency. A foreign diploma in English must also be evaluated for US equivalency. For our files, we require copies of the official foreign diploma or transcripts, a translation of the documents and the Educational Perspectives evaluation, stating that this document is in fact equivalent to a United States High School Diploma. edperspective.org - or use a similar service.

2. ESSAY – PDF (Ex: Smith Essay)

-Why it is important for you to study at the Institute of Advanced Medical Esthetics with Laura Todd.

-Why you should be considered for admissions at this school.

-What steps you will take to ensure you will be a top graduate.

-What is the difference between a basic and master esthetician in your own words.

-Why you are interested in the field of Master Esthetics.

-What are your career goals, what type of job would you like to work in after graduating and list any specific companies.

3. SCANNED - COLOR COPY OF DRIVER LICENSE – PDF (Ex: Smith DL)

4. SCANNED -2x2 passport photo with white background taken at professional passport photo facility. Walgreens or Fedex are good options to get the photo. (Ex: Smith 2x2 photo)

5. SCANNED - copy of certified check for deposit, fees owed or full tuition as applicable.
(Ex: Smith check)

CASH PAY (Indicate in **QUESTIONS** section of email instructions)

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.)

AID PAY ATTACHMENT LIST FOR EMAIL (Indicate in **QUESTIONS** section of email instructions)

All required Aid Docs are located on FAFSA page.

20/21 & 21/22 FAFSA are needed. School code 041562.

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

MASTER PROMISSORY NOTE FOR DIRECT LOAN FOR STUDENT fully executed - PDF

1. ENTRANCE COUNSELING CONFIRMATION EMAIL - PDF

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

1. PARENT PLUS LOAN APPROVAL OR DENIAL LETTER THAT IS SENT BY EMAIL - 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: (This address is ONLY for fully and accurately completed admissions packets.)
enroll@iame-edu.com

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

1. Certified check to LAT INC if paying cash.

QUESTIONS TO ANSWER IN BODY OF EMAIL (CUT AND PASTE THIS SECTION & USE AS APPROPRIATE)

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 20/21 & 21/22 were both completed?

Successful completion of an Admissions Interview and Exam is also required.