



ALL BODY LASER CORP.

ABL STUDENT ORIENTATION

PARKING:

There is parking available free of charge ALL DAY on the lot directly behind our building (Retail & Sam's Pub), at the back section beside the condos. Entrance to the parking lot can be either from Elgin Ave or McAllister Ave via Shaughnessy St. There is also street parking available, the hours are limited, so your car can be towed.

CELL PHONES:

We ask that you turn off your cell phones during all your class time, we find that ringing phones and texting in class causes disruptions and distractions to the instructor and classmates. We request that calls or texting be limited to your break times. Please note that any use of cell phones during quizzes or exams is strictly prohibited and will be considered cheating.

CLASS TIMETABLE: 9:30AM TO 5:30PM.

Courses must start on time, so please arrive early so you can relax and get comfortably seated, have a coffee or tea. A morning and afternoon break is usually scheduled; your instructor will inform you about timing. Lunch time is usually 30 to 45min, depending on the needs of the class, please be on time, as late arrivals disrupt the class, and important information can also be missed. Students who arrive more than 10 minutes late for class will not be permitted to join the class until the next break time. This missed class time will be up to the student to make up, Students may not leave until dismissed by the instructor. If you need to leave school early for any reason, you must let your instructor know. It is strictly prohibited to record any Online classes or educational presenters and power points. All files, e documents materials are a copyright of All Body Laser Corp, any copying and use of All Body Laser materials whether for commercial or training purposes will have a legal action. At the end of the day, the theory room will be available for your work assignments, exercises, study, and the skin care room for clinical practice.

MATERIALS FOR CLASS:

With each course you will receive a manual & or textbook.

Bring your course manual or text for each class. You may wish to have a notebook for extra note taking. A pen, pencil and eraser are essential. Highlighting pens are ideal. Coloring pens or pencils (for diagrams) are optional as well. The replacement cost for a course manual is \$39.00 plus taxes. See instructor for individual textbook costs. It is a good idea to put your name on all your items. All other supplies and cosmeceuticals used during clinical classes are provided.

APPEARANCE:

You are expected to present in appropriate and neat in appearance. Long hair must be neatly tied back. Loose hair needs to be secured. Wear daytime make up, no artificial eyelashes, have neatly manicured, short nails. GEL overlay or French Manicure are ok, but nails must not go past the tips of the fingers. (NO COLORED nail polish) Wear comfortable clothing and shoes (no open toes) for all your classes. Skirts must be knee length (unless opaque tights are worn), and NO tube tops or low-cut shirts are accepted in our classes, for those new to this industry, you will learn to cultivate your professional appearance (professional appearance assessments will be done), Please wear your lab coat during clinical classes.

Students are asked to purchase their own white soled shoes (No black as this marks the floors). The proper shoes are professional looking & very suitable as well as comfortable. Professional duty shoes are to be always worn inside. Change to your street shoes when going outside.

BREAKS AND FOOD

We have a large kitchen and seating area for those of who like to bring their own food, there is a fridge and microwave & a kettle available for your use. Students can sit down in the kitchen or lounge area for lunch or breaks. We ask that you keep the area tidy & always clean up after yourself. To eat out, there is Waves coffee shop that will give you 10% off for ALL BODY LASER STUDENTS, shops, deli's, bakeries, cafes, fast food and a grocery store all within a short walking distance. Please remove your food items from the fridge at the end of every day. Forgotten item will be tossed away at the end of the week.

PERSONAL BELONGINGS:

We do provide small lockers for your personal belongings. PLEASE PROVIDE YOUR OWN LOCK. However, please leave all valuables at home, we also recommend that you label all personal belongings and school materials, manuals and textbooks. At the completion of your training, please ensure that you have removed all your belongings and the lock for your locker. We cannot be responsible for any items left behind. After two weeks of the completion of your program, any lock and items that have been left behind in your locker will be removed. All Body Laser Corp Training Institute or its staff are not responsible for any of your personal belongings during or after the duration of your training. However, the company & staff at the Training Institute do our best to ensure your environment is safe & secure. Please note that no boots, bags, etc., are to be left on the floor in the locker areas.