Note: Please be advised that other states may require additional hours of instruction for licensing eligibility. Please meet with admissions for the appropriate information.

Ayurveda Practitioners are not required to take a State of Wisconsin Licensure Examination to practice Ayurveda in Wisconsin but have the opportunity to become licensed estheticians. Upon completion, students will also be eligible to apply for the National Ayurvedic Medical Association Certification Board (NAMACB) Ayurvedic Health Counselor board certification exam and, upon passage, apply for National Ayurvedic Medical Association (NAMA) Professional Membership.

LICENSING REQUIREMENTS

To receive a license in the state of Wisconsin, a cosmetology, massage therapy, manicuring, or esthiology student is required to:

1. Complete graduation requirements in the course of instruction.
2. Successfully completed the skill certification examination.
3. Successfully completed the written theory and state law examination conducted by Pearson Vue for cosmetology, esthiology and manicuring, barbering, and by the State and FSMTB for massage therapy at off-campus locations.

Important Information for Massage Therapy Students:

All Massage Therapy students are required to take the State of Wisconsin State Law Exam before graduation, as mandated by Wisconsin State Law. The Federation of State Massage Therapy Boards (FSMTB) National Licensing Exam can be taken once a student has completed 500 hours of training. Each student must schedule a test date within 2-3 weeks after submitting their FSMTB Application and Payment. If a student fails to secure a test date, they may be required to take a leave of absence until this requirement is met.

Please note that other states may have additional hour requirements for licensing eligibility. It is advisable to check with admissions for the necessary information.

Students will not graduate from the Massage Therapy program until they have successfully completed both the State Law Exam and the National Licensing Exam. If a student does not pass the State Law Exam or National Licensing Exam on their first attempt, they will be responsible for paying each subsequent exam.

STUDENT SERVICES

HOUSING

The Institute of Beauty and Wellness can assist students in finding roommates and suitable housing, though The Institute of Beauty and Wellness does not own or operate housing facilities.

PLACEMENT

The Institute of Beauty and Wellness supports students in starting professional careers across the country through a wide network of salons, spas, and health clubs. We provide employment advisory services as outlined in Wis. Admin. Code § SPS 409.05. Our offerings include career fairs and self-promotion training to equip students with essential knowledge. While we facilitate placement services to assist students in finding job opportunities, we do not take responsibility for securing employment. It is important to note that the Institute of Beauty and Wellness is primarily an educational institution and does not guarantee job placement.

ACADEMIC AND INDIVIDUAL COUNSELING

The Institute of Beauty and Wellness offers academic counseling to all students. If you face difficulties meeting the minimum performance standards and course requirements set by the Institute of Beauty and Wellness and the State of Wisconsin Department of Safety and Professional Services, we provide tutoring assistance. Additionally, we encourage you to contact the professional counseling resources listed in the student handbook if you encounter personal challenges.

STUDENT ACTIVITIES

While attending either Institute, students can participate in various events and activities, such as photo shoots and fashion shows. These educational and exciting experiences provide excellent networking opportunities, allowing students to express their creativity and enjoy themselves, regardless of their specific interests in the industry.

The Student Leadership Council is a group within both institutes that enables students to develop their natural leadership skills. One representative from each class serves on the council, where they coordinate and lead student assemblies and represent their class at meetings and other activities, enhancing their management training.

The Green Team upholds the Aveda mission and promotes an environmentally responsible school climate. Additionally, each class selects a Green Team Leader to represent at the Green Team meetings.

Each class also appoints a Digital Club Leader, who represents them in a club open to all students. This leader attends monthly meetings to develop skills essential for building a digital presence that enhances professional success in the beauty and wellness industry. The Digital Club Leader assists classmates in building their brands and motivates others to participate in creating digital content.

The Student Leader, Green Team Leader, and Digital Club Leader are awarded to acknowledge their efforts and contributions at the class's graduation ceremony.

ACCESS TO CUMULATIVE RECORDS

Students and parents/guardians of dependent minors who regularly attend The Institute of Beauty and Wellness have the right to inspect and review the student's educational, financial, and attendance records. This ensures the records are accurate and factual and respects the student's privacy and rights. To review these records, students and/or parents/guardians should schedule an appointment with the department team leader.

The institution will keep student records for enrollment for at least six years after the student leaves. However, student transcripts will be retained indefinitely.

STUDENT INFORMATION RELEASE POLICY

Under the Family Educational Rights and Privacy Act (FERPA), The Institute of Beauty and Wellness requires written authorization from the student or the parent/guardian (if the student is a dependent minor) to release academic grades, attendance, enrollment status, financial information, or any other details to external agencies, prospective employers, or any other parties requesting information about the student. This requirement does not apply to internal reviews, such as student record audits, compliance reviews, accreditation processes, or financial audits. Each student must provide written consent in response to any third-party request for their information.

CHALLENGES & GRIEVANCES

STUDENT CHALLENGES

All students are encouraged to attempt to resolve challenges directly with their peers. If they cannot reach an agreement or compromise, they should complete a Challenge and Solution Plan form to guide them through the problem-solving process.

When students face a challenge, they are responsible for filling out the Challenge and Solution Plan form, including their suggested resolution. This completed form should be submitted to a team lead or administration. The student will receive a response from that person within one week.

The information collected from these forms may be discussed in student leadership and administrative meetings to enhance the institute's environment.

GRIEVANCES

Students, staff, and other interested parties may file a written complaint against the institute. This complaint must be addressed to the institute's owner or director and should clearly outline the allegations or nature of the complaint.

Kari Kennedy, Director Executive
414-319-7572, kari@ibw.edu

Lindsay Danek, Director
414-319-7594, lindsay@ibw.edu

Gaya Sonnichsen, Director
414-319-7586, gaya@ibw.edu

Susan Haise, Owner
414-319-7522, susan@ibw.edu

An institute representative will meet with the complainant within ten days of receiving the written complaint. The meeting details will be documented, and the complainant will receive a copy of the documentation at that time. If the issue cannot be resolved through discussion, the complaint will be referred to the complaint committee for further evaluation.

The committee will convene within 21 days of receiving the complaint to review all allegations. If additional information is required from the complainant, a letter will outline what is needed. If no further documentation is necessary, the committee will act on the allegations and send a letter to the complainant within 15 days. This letter will detail the steps taken by the Institute to address the issue or explain why the allegations were unfounded.

For grievances that are not satisfactorily resolved with the institute, Massage Therapy and Ayurveda Esthetic students may contact the Department of Safety and Professional Services – Educational Approval Program at 4822 Madison Yards Way, Madison, WI 53705, or visit their website at https://dsps.wi.gov/Pages/Programs/EducationalApproval/Default.aspx; email dspseap@wisconsin.gov; or call (608) 266-1996. Cosmetology, Barbering, Esthiology, and Manicuring students should reach out to the Wisconsin Department of Safety and Professional Services at the same address or visit https://dsps.wi.gov/Pages/BoardsCouncils/Cosmetology/;email dsps@wisconsin.gov; or call 608-266-2112.

If the complainant wishes to pursue the matter further, a complaint form can be obtained through the accreditation agency, NACCAS, at 703-600-7600. This step should be taken if the institute's procedures do not resolve the complaint.

2024 NACCAS OUTCOME RATES - MILWAUKEE

PROGRAM	GRADUATION	LICENSURE	PLACEMENT
Ayurveda Esthetic	85.71%	100.00%	100.00%
Barbering	100.00%	100.00%	50.00%%
Cosmetology	83.78%	98.28%	85.96%
Esthiology	84.21%	93.18%	41.46%
Instructor	81.82%	N/A	55.56%
Manicuring	83.33%	91.67%	45.45%
Massage Therapy	69.57%	93.75%	100.00%
Overall	**82.75%**	**94.94%**	**62.36%**

2024 NACCAS OUTCOME RATES - MADISON

PROGRAM	GRADUATION	LICENSURE	PLACEMENT
Ayurveda Esthetic	N/A	N/A	N/A
Barbering	-	-	-
Cosmetology	87.50%	100.00%	94.44%
Esthiology	96.15%	93.33%	64.29%
Instructor	N/A	N/A	N/A
Manicuring	80.00%	100.00%	50.00%
Massage Therapy	83.33%	100.00%	80.00%
Overall	**91.30%**	**95.95%**	**71.83%**

2024 NACCAS OUTCOME RATES - COMBINED

PROGRAM	GRADUATION	LICENSURE	PLACEMENT
Ayurveda Esthetic	85.71%	100.00%	100.00%
Barbering	100.00%	100.00%	100.00%
Cosmetology	84.69%	98.68%	88.00%
Esthiology	87.95%	93.23%	49.19%
Instructor (MKE)	81.82%	N/A	55.56%
Manicuring	82.34%	94.44%	47.06%
Massage Therapy	72.41%	95.24%	95.00%
Overall	**85.01%**	**95.24%**	**65.06%**