



0861-4-NAILS
0861-4-62457

www.planetnails.co.za/training

training@planetnails.co.za

Branch: _____

Address: _____

Tel Nr: _____

Cell Nr: _____

Name: _____ Surname: _____ ID: _____ Date: _____

Email: _____ Address: _____ Age: _____ Cell: _____

Relative: _____ Number: _____ Notes: _____

Overlays: Product gets applied on natural nails, without making them longer.
 Tip Overlays: Tips gets applied to make the nails longer, product gets applied over it.
 Sculpture: Making natural nails longer without using a Tip. You "build" it longer using product.

Full Course includes Gel, Acrylic, Gel Polish, Gel Dip, Iconic Polygel, Fibre Extensions, Toenail Reconstruction.

All Nail Courses include Habbill Nail Trainers to the value of R999

NAIL COURSES	DAYS	PRICE	NOTES	INCLUDES
Acrylic + Sculpture	7	R 8,699	Overlays + Tips + Sculpture + Ombre	Kit + Habbill
Gel + Sculpture	6	R 8,299	Overlays + Tips + Sculpture + Ombre	Kit + Habbill (No Lamp)
Gel + Acrylic Sculpture	12	R 14,399	Overlays + Tips + Sculpture + Ombre	Kit + Habbill (No Lamp)
Full + Sculpture	14	R 16,500	Overlays + Tips + Sculpture + Ombre	Kit + Habbill (No Lamp)

Nail Student must bring with to Training: Paper Towel, Hand Towel, Foam Rest, 36W UV/LED Rapidcure or Rapidpro Lamp
Manicure & Pedicure Student must with along to Training: Paper Towel, Hand Towels, Foam Rest, Manicure Bowl
Waxing & Tinting Student must bring with to Training: Paper Towel, Large Bath Towel, Hand Towel, Boobtube, Head Band, Wax Warmer

BEAUTY COURSES	DAYS	PRICE	NOTES	INCLUDES
Manicure & Pedicure	2	R 3,299	Colour + French Manicure & Pedicure	Kit
Waxing & Tinting	3	R 4,599	Leg, Arm, Underarm, Facial, Bikini, Tint	Kit (No Wax Heater)
Waxing & Tinting Intimate	4	R 6,099	As above + Brazilian & Hollywood	Kit (No Wax Heater)
Eyelash Extensions	2	R 4,499	Individual + Cluster Lashes	Kit

Course Booked: _____ Course Date: _____ Amount Paid: _____ Student Sign: _____

Course Booked: _____ Course Date: _____ Amount Paid: _____ Student Sign: _____

Learner Name: _____ Date: _____ Sign: _____ P1

I, _____ hereby acknowledge, I am satisfied with the Course I have chosen to attend.

I understand that once my payment is made, my Training Kit will be ordered.

Should I change the Course I want to attend, I will be liable for delivery and admin charges for the Kits to be exchanged.

I understand the Kit cannot be exchanged once the Kit has been opened and used.

REGISTRATION

- Any Course taken at a Planet Nails Training School must be paid in full before the start of the Course.
- Full payment is required before a Training Date can be confirmed.
- Should student change the Training Date, student will forfeit 30% of the Training Price, and will have to pay an extra 30% before a new Training Date can be set.
- Should student cancel the Training for any reason whatsoever, 50% of the Training Price will be deducted as cancellation fee, and the remaining 50% will be refunded to student.
- Student must request and receive a receipt for payment and a copy of the completed Registration Form.
- Should student want one on one Training, it will cost 25% extra.

SPECIAL NEEDS STUDENTS

- Students with special needs might need extra Training days. It costs R850 per extra day.
- If student needs a translator during Training, translator must also pay to attend the Course. Student must provide translator.
- Students with special needs might need to make special arrangements for their Exam. Translated or oral Exam can be done, and cost R850 per system. Student must provide translator.
- Students who don't understand English properly, are special needs students.
- Students who cannot read and write, are special needs students.
- Students who are slow learners, are special needs students.

VERY IMPORTANT: Students must provide live models during Training.

This is important as working on a Practice Hand and a live model is not the same at all.

If student does not bring a live model on below days, student must book and pay for extra days at R850 per day to redo days.

Students are required to attend Courses without any artificial product on their nails. Students will work on their own nails.

Acrylic + Sculpture	1 model	on last day of Course
Gel + Sculpture	1 model	on last day of Course
Gel & Acrylic + Sculpture	1 model	on last day of Course
Full + Sculpture	1 model	on last day of Course
Manicure & Pedicure	1 model	on each day of Course (total 2 models)
Waxing & Tinting	1 model	on each day of Course (total 3 models)
Waxing & Tinting Intimate	1 model	as above + 3 extra models on last day of the Course (total 6 models)
Eyelash Extensions	1 model	on each day of Course (total 2 models)

TRAINING

- During Training, the student must wear closed shoes, formal pants and a semi-formal shirt. Hair must be tied.
- All Courses must be attended in full by the student and class hours must be completed: 1 Day Training = 7 Hours
- Classes are from 9am - 4pm unless otherwise arranged between educator and student. This must include a daily 30-minute break. The break cannot be cancelled to leave early.
- Planet Nails reserves the right to refuse Training to any student should the student not attend classes on the times and dates agreed upon or if the student disrupts the class.
- If student changes the agreed upon Training Dates, a R850 penalty per day will be payable by the student to book new days.
- If student arrives late or not at all, or starts the Training, and cannot attend the Training in full (for whatever reason), R850 per day must be paid extra to complete the days not attended.
- Students may request extra Training at R850 per day if needed.
- Training Kits may only be removed from the Training Venue once the Training has been completed.
- Photos of students and their work done during class hours might be used on the Planet Nails Facebook Page.
- Trainers might request that students attend extra Training at R850 per day if student has not reached required level of Training after the days attended.
- Students can join Planet Nails Product Support Group Facebook Page for product support.

Learner Name: _____ Date: _____ Sign: _____ P2

COLOUR PORTFOLIO:

Before student can complete an Exam, a Colour Portfolio of Evidence (POE) must be completed.

No Colour Portfolio, no Exam. Below shows what Colour POE must include.

Acrylic + Sculpture	french tips + clear powder	2 before & 2 after photos of full sets done
	natural tips + clear/french pink powder	2 before & 2 after photos of full sets done
	natural tips + colour powder	2 before & 2 after photos of full sets done
	natural tips + white & clear/french pink powder	2 before & 2 after photos of full sets done
	natural tips + ombre	2 before & 2 after photos of full sets done
	sculpture - clear/french pink powder	2 before & 2 after photos of full sets done
	sculpture - colour powder	2 before & 2 after photos of full sets done
	sculpture - white & clear/french pink powder	2 before & 2 after photos of full sets done
	sculpture - ombre	2 before & 2 after photos of full sets done
	Gel + Sculpture	french tips + clear gel
natural tips + clear/french pink gel		2 before & 2 after photos of full sets done
natural tips + colour gel		2 before & 2 after photos of full sets done
natural tips + white & clear/french pink gel		2 before & 2 after photos of full sets done
natural tips + ombre		2 before & 2 after photos of full sets done
sculpture - clear/french pink gel		2 before & 2 after photos of full sets done
sculpture - colour gel		2 before & 2 after photos of full sets done
sculpture - white & clear/french pink gel		2 before & 2 after photos of full sets done
sculpture - ombre		2 before & 2 after photos of full sets done
Manicure & Pedicure		colour manicure
	french manicure	3 before & 3 after photos of manicure done
	colour pedicure	3 before & 3 after photos of pedicure done
	french pedicure	3 before & 3 after photos of pedicure done
Waxing & Tinting	leg wax	3 before & 3 after photos of wax done
	arm wax	3 before & 3 after photos of wax done
	under arm wax	3 before & 3 after photos of wax done
	facial wax	3 before & 3 after photos of wax done
	brow shape	3 before & 3 after photos of shape done
	lash & brow tint	3 before & 3 after photos of tint done
Eyelash Extensions	Photo Portfolio:	Exam:
	4 before & 4 after photos of full sets done	do full set of lashes on model
	2 before & 2 after photos of fills done 2 before & 2 after photos of removals done	remove 1 eye of lashes on model
Cluster Lashes	Photo Portfolio:	Exam:
	4 before & 4 after photos of full sets done	do full set of lashes on model
	2 before & 2 after photos of removals done	remove 1 eye of lashes on model

EXAM

- Once practical hours are completed, Exams can be done.
A Theory and Practical Exam must be done. The pass rate for all Exams is 80% for Theory and 80% for Practical.
- Exam must be done within 12 months after completion of a Course. Exam Fees are R550 per system. If you don't do your Exams in this time frame, your Exam Fees will increase to R850 per system. If you don't do your Exams within 24 months after your Course, the Course will have to be re-done before Exams can be attended.
- Exam Venues and bank details for Exam Fees will be provided when students books for Exam.
- For Exam Bookings, email training@planetnails.co.za Exams are done 4 times per year at different Exam Venues.
- Exam Venue might be different to Course Venue. Exam Venue options will be provided when you book for your Exam.
- To attend an Exam, student must hand in a completed POE as proof of practical hours completed (50 hours per system) as well as a Colour Portfolio.
- If student completed and passed the Exam, trainer will request for the Certificate to be issued.
- Only Planet Nails products are allowed to be used during Exam. Student must provide live model for Practical Exam. Student must bring along Training Kit or Planet Nails products to use during the Practical Exam.
- Student cannot book for Exam if class hours were not completed.
- Student cannot book for Exam if POE and Colour POE is not complete.

Learner Name: _____ Date: _____

Sign: _____ P3

EXAM - STUDENT MUST BRING

- POE (Portfolio of Evidence) with a minimum of 50 practical hours completed per system. No POE - No Exam.
- Colour POE (Portfolio of Evidence). No Colour POE - No Exam.
- Live model to do Practical Exam on. Training Kit to do Practical Exam with. Towel for the Table. Paper Towel.
- Copy of ID Document + Copy of Registration Form + Proof of payment for Exam.
- If student does not bring along copies of these to hand in at Exam Venue, the Exam cannot be attended.
- If student books and pays for Exam and does not attend on agreed date (for whatever reason), the Exam Fees will be forfeited.

EXAM RULES

- No eating or drinking allowed during Exam (only water).
- Cell Phones must be switched off and put away during Exam (student, model and educator).
- Exam start at 9:30am - be at the venue from 9am to set up.
- Practical Exam is from 9:30am - 12:30pm (3 hours)
- Break is from 12:30pm - 1pm (30 minutes) - the student can pack away Kit, clean up desk and eat.
- Theory Exam is from 1pm - 4pm (3 hours)
- No models allowed in venue during Theory Exam.

EXAM - PROVIDED BY TRAINING VENUE

- Tables + Chairs + Desk Light (if needed) + Rubbish Bins.

EXAM RESULTS

- Student will be informed of Exam Results within 2 weeks of Exam Date.
- Certificate of Achievement will be issued within 4 weeks of Exam Date.

SAFETY AND HYGIENE PROTOCOL FOR TRAINERS, STUDENTS AND MODELS (DURING TRAINING AND EXAMS)

- Use an alcohol-based hand Sanitizer frequently.
- Avoid touching your eyes, nose and mouth.
- Avoid close contact with people who are sick.
- Stay at home if you are sick. New days will have to be booked at R850 per day.
- Keep a distance of 1.5 metres from other people at all times.
- Clean and disinfect objects and surfaces with an alcohol-based Sanitizer frequently.
- Wear a Mask at all times.

EDUCATOR INPUT

EDUCATOR QUESTIONS ABOUT TRAINING DONE	YES/NO	EDUCATOR SUGGESTIONS / NOTES
DID THE VENUE INCLUDE EVERYTHING YOU NEED?		
WAS STUDENT IN THE CLASS FROM 9AM-4PM DAILY?		
DID STUDENT COMPLETE THE CLASS HOURS?		
DID STUDENT SIGN A DAILY ATTENDANCE REGISTER?		
DID THE STUDENT COMPLAIN ABOUT ANYTHING?		
DID STUDENT STRUGGLE WITH ANYTHING?		

EDUCATOR SUGGESTIONS / NOTES
