



## DRUG FREE SCHOOL POLICY

Cosmetology and Spa Academy's policy requires the maintenance of a drug and alcohol-free educational/workplace environment. The unlawful possession, use, sale, distribution, or manufacture of controlled substances or alcohol is prohibited at or on the properties related to Academy operations or as part of any Academy activities. Students are required to abide by the Drug-Free Workplace and Drug-Free Schools and Communities Acts. Students are prohibited from the unlawful manufacture, distribution, possession or use of illegal drugs or alcohol. This prohibition applies while at Cosmetology and Spa Academy or participating in any institutional activity off campus. Students who violate this policy will be subject to disciplinary action up to and including expulsion or termination from Cosmetology and Spa Academy. There are numerous legal sanctions and health risks associated with illegal drug and alcohol use. If you or anyone you know has a drug or alcohol-related problem, there are drug and alcohol counseling, treatment and rehabilitation facilities available in your area. The number for your local substance abuse treatment center is located in your orientation packet. There are also national organizations and hotlines available. The Alcoholism and Drug Abuse Hotline is (800) 252-6465. The National Academy on Drug Abuse Hotline is (800) 662-4257. Information about substance abuse education programs is available as required by the "Drug-Free Campus Act." This Act forbids the possession, use or sale of alcoholic beverages or illegal drugs on school grounds by any student, faculty or staff member.

### ➤ Where This Policy Is Applies To?

This policy applies to all employees, all job applicants, all current students, and all student applicants. As a condition of employment, employees are required to abide by this policy. As a condition of enrollment or continued enrollment, students are required to abide by this policy. In compliance with the Drug-Free Workplace Act of 1988, The Cosmetology and Spa Academy workplace consists of the following: The entire campus facility and all locations used for an off-site school function (field trips, competitions, hair shows, graduation, etc.

Cosmetology and Spa Academy believes that it is very important to provide a safe environment for all of its students and employees. Substance abuse, while at work, school or otherwise, seriously endangers the safety of students and Team Members, as well as the general public, and creates a variety of problems including increased theft, decreased morale, decreased productivity, and a decline in the quality of services provided. It is also our Policy to prevent the use and/or presence of these substances in the school.

The Cosmetology and Spa Academy will provide an environment conducive to making conscientious and healthy decisions when students are faced with difficult choices associated with the use of legal and illegal drugs.

### What is called Prohibited Activities ?

#### ➤ **It is a violation of school policy for any employee or student to:**

1. Use illegal drugs or misuse prescription drugs;
2. Misuse alcohol
3. Possess, trade, manufacture, distribute, dispense, buy or offer for sale alcohol, illegal and/or prescription drugs while on duty, during break periods, or on school property.
4. Arrive or return to school intoxicated from use of illegal drugs, misused prescription drugs or alcohol;
5. Engage in the use of illegal drugs, misuse of prescription drugs or alcohol during school hours or while on school property (including parking lots);
6. Use prescription drugs or non-prescription drugs that may affect the safety of the student or fellow students, and members of the public;

**What is the Purpose of this Policy** -Any employee or student who is taking any prescription or non-prescription drug which might impair safety, performance, or any motor functions must advise his/her Instructor or the Campus Director before providing services under such medication .Employees and students are individually responsible for being aware of applicable laws, regulations, ordinances, and the school's policy for complying with them. CSA will assist in that endeavor by providing current information on an ongoing basis to all students and employees. Cosmetology and Spa Academy 's policy requires the maintenance of a drug and alcohol-free educational/workplace environment. The unlawful possession, use, sale, distribution, or manufacture of controlled substances or alcohol is prohibited at or on the properties related to Academy operations or as part of any Academy activities. Students are required to abide by the Drug-Free Workplace and Drug-Free Schools and Communities acts. Students are prohibited from unlawful manufacture, distribution, possession or use of illicit drugs or alcohol. This prohibition applies while at or on the Academy or participating in any

institutional activity off campus. Students who violate this policy will be subject to disciplinary action up to and including expulsion or termination from The Cosmetology and Spa Academy. There are numerous legal sanctions and health risks associated with illicit drug and alcohol use. If you or anyone you know has a drug or alcohol-related problem, there are drug and alcohol counseling, treatment and rehabilitation facilities available in your area.. The number for your local substance abuse treatment center is located in your orientation packet. There are also national organizations and hotlines available. The Alcoholism and Drug Abuse Hotline is (800) 252-6465. The National Academy on Drug Abuse Hotline is (800) 662-4257. Information about substance abuse education programs is available as required by the "Drug-Free Campus Act." This Act forbids the possession, use or sale of alcoholic beverages or illegal drugs on school grounds by any student, faculty or staff member.

### ➤ **Drug & Alcohol Health Risks**

- **Alcohol:** People drink to socialize, celebrate, and relax. Alcohol often has a strong effect on people—and throughout history, people have struggled to understand and manage alcohol's power. Why does alcohol cause people to act and feel differently? How much is too much? Why do some people become addicted while others do not?

Alcohol's effects vary from person to person, depending on a variety of factors, including:

- How much you drink
- How often you drink
- Your age
- Your health status
- Your family history

While drinking alcohol is itself not necessarily a problem—drinking too much can cause a range of consequences, and increase your risk for a variety of problems.

- **Cocaine:** Cocaine is a powerfully addictive stimulant drug. Cocaine increases levels of the natural chemical messenger dopamine in brain circuits controlling pleasure and movement. This flood of dopamine ultimately disrupts normal brain communication and causes cocaine's high. Short-term effects include constricted blood vessels, nausea, faster heartbeat, extreme happiness and energy, irritability and paranoia. Long-term effects include nosebleeds, severe bowel decay, higher risk of contracting HIV, hepatitis C, and other bloodborne diseases, malnourishment, restlessness, and severe paranoia with auditory hallucinations. A person can overdose on cocaine, which can lead to death.
- **Marijuana:** Marijuana contains the mind-altering chemical THC and other related compounds. THC over-activates certain brain cell receptors, resulting in effects such as altered senses, changes in mood, impaired body movement, difficulty with thinking and problem-solving, and impaired memory and learning. Marijuana use can have a wide range of health effects, including hallucinations and paranoia, breathing problems, and possible harm to a fetus's brain in pregnant women. Marijuana use can cause some very uncomfortable side effects, such as anxiety and paranoia and, in rare cases, extreme psychotic reactions. Marijuana use can lead to a substance use disorder, which can develop into an addiction in severe cases.
- **Hallucinogens and Dissociative Drugs:** Hallucinogens and dissociative drugs—which have street names like acid, angel dust, and vitamin K—distort the way a user perceives time, motion, colors, sounds, and self. These drugs can disrupt a person's ability to think and communicate rationally, or even to recognize reality, sometimes resulting in bizarre or dangerous behavior. Hallucinogens such as LSD, psilocybin, peyote, DMT, and ayahuasca cause emotions to swing wildly and real-world sensations to appear unreal, sometimes frightening. Dissociative drugs like PCP, ketamine, dextromethorphan, and Salvia divinorum may make a user feel out of control and disconnected from their body and environment. In addition to their short-term effects on perception and mood, hallucinogenic drugs are associated with psychotic-like episodes that can occur long after a person has taken the drug, and dissociative drugs can cause respiratory depression, heart rate abnormalities, and a withdrawal syndrome.  
Methamphetamine: The abuse of methamphetamine—a potent and highly addictive stimulant—remains an extremely serious problem in the United States. The consequences of methamphetamine abuse are terrible for the individual—psychologically, medically, and socially. Abusing the drug can cause memory loss, aggression, psychotic behavior, damage to the cardiovascular system, malnutrition, and severe dental problems.  
Methamphetamine abuse has also been shown to contribute to increased transmission of infectious diseases, such as hepatitis and HIV/AIDS.

### ➤ **Reasonable Search:**

To ensure that illegal drugs and alcohol do not enter or affect the school, Cosmetology and Spa Academy reserves the right to search all vehicles, containers, lockers, or other items on school property in furtherance of this Policy. Individuals may be requested to display personal property for visual inspection upon the school's request. Searches will be conducted only where Cosmetology and Spa Academy has reason to believe that the student has violated the School's Policy. Failure to consent to a search or display of personal property for visual inspection will be grounds for discipline, up to and including termination from

the program or denial of access to school premises. Searches of a student's personal property will take place only in the student's presence. All searches under this policy will occur with the utmost discretion and consideration for the student involved. Individuals may be required to empty their pockets, but under no circumstances will a student be required to remove articles of clothing to be physically searched.

➤ **Actions Required of Employees or Students:**

If an employee or student suspects that she/he has a substance abuse problem, the employee or student is expected to contact a counselor acceptable to the Cosmetology and Spa Academy. Any employee or student who voluntarily seeks assistance or rehabilitation for drug or alcohol misuse prior to being subject to testing under this policy shall not be subject to disciplinary action for violation of the Policy, as long as the employee or student continues to participate satisfactorily in the counseling or rehabilitation program. The employee or student must obtain a work release from the counselor or treatment provider before returning to work or school. Any investigation by law enforcement or conviction for Controlled Substance or Alcohol activity may be cause for dismissal from employment or school. Failure to report any conviction for illegal drug use or alcohol misuse to Cosmetology and Spa Academy may result in immediate termination from employment or school attendance.

The use of prescription or over the counter medications that may impair an employee or student's ability to safely or adequately perform his/her duties must be reported to the employee's or student's supervisor. Some medication use may require reassignment or temporary leave of absence without pay. Employees and students must take all medication as directed on the medication label and must heed any warnings listed on the medication's label.

➤ **What is the Disciplinary Action that the Academy reserves the right to apply ?**

A prospective employee/applicant who has a positive test or "refusal to test" may not be considered for employment.

An employee who violates this Cosmetology and Spa Academy policy may be immediately removed from duty and subject to disciplinary action up to and including termination.

A prospective student/applicant who has a positive test or "refusal to test" may not be further considered for enrollment to Cosmetology and Spa Academy. Any current student who has a positive test may be required to reimburse Cosmetology and Spa Academy for the cost of the test. Students who violate this policy may be put on permanent probation and are subject to monthly follow-up drug and/or alcohol tests, at the student's expense.

- *A student's First Violation* may result in immediate removal from class attendance, until the student can pass a "return to duty" drug and/or alcohol test, at the student's expense.
- *A student's Second Violation* may result in immediate termination from CSA. A student may apply for re-entry to school after they have been evaluated by a substance abuse. The written notice must be provided by the counselor or the doctor before the students will be readmitted. The release should document the student's compliance and participation with all counseling or treatments recommended by the substance abuse counselor. The student must then pass a return to duty drug and/or alcohol test at student expense.
- *A student's Third Violation* may result in immediate termination from school and he/she will not be eligible for re-entry.
- Employees and students who violate this policy by illegally selling, manufacturing or distributing controlled substances or alcohol may be terminated from employment or enrollment.

➤ **Drug Testing Circumstances:**

**Pre-employment or Pre-enrollment Procedures:** Prospective employees or students may be asked to submit to a drug test at CSA. Employment or acceptance/enrollment at Cosmetology and Spa Academy will be offered to those who successfully pass the pre-employment or pre-enrollment drug test. Refusal to consent to a pre-employment or pre-enrollment drug test, or Positive, Adulterated or Substituted test results may terminate any action towards permanent employment or enrollment as a student.

**Post-Accident Tests:** Cosmetology and Spa Academy may require Drug and/or Alcohol testing of any employee or student involved in an on-the-job or in-school accident/injury where the following occurs:

- A fatality,
- An injury to an employee, student, client or other individual that requires medical attention away from the school or accident scene, or
- Damage to school property that exceeds \$500.00.

Post-accident testing may be required of any individual whose actions or inaction could have reasonably contributed to the cause of the accident.

**Reasonable Suspicion:** Reasonable suspicion Drug and/or Alcohol testing may be done in cases where there is a reasonable belief by a supervisor that an employee or student may be using a Controlled Substance, using alcohol while at work, or reporting to work under the influence of Alcohol or a Controlled substance, using prescription drugs illegally or any other violation of school policy. Reasonable suspicion or For-Cause tests may be required when there is any of the following:

1. Observable phenomena (actual use, possession, odors, etc.);
2. Abnormal behavior or physical characteristics; or
3. A drug-related investigation, arrest or conviction or an investigation of theft.

**Random Testing:** unannounced random Drug and/or Alcohol Testing may be conducted on all employees or students and will be administrated by a third-party administrator.

Selection for random testing will be computer generated. All employees/students will have an equal chance of selection in each selection period.

**Unit or Blanket Testing:** Drug and/or Alcohol testing of all company employees/students or all employees/students in one location or job category may be conducted at the discretion of Cosmetology and Spa Academy

**Return to Duty Testing:** The test result must be negative before student/employee can return to duty or attend class.

**Follow-up Testing:** After a violation of this policy and return to duty, an employee or student is subject to unannounced Drug and/or Alcohol testing, the schedule of follow-up testing will be determined by the counselor or Cosmetology and Spa Academy.

**Refusal of Testing:** A refusal of testing will be treated as a positive test.

**Definitions:** "Alcohol" means the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol.

"Alcohol Testing" means to be tested by a certified breath-alcohol technician, using a DOT approved breath testing device or a DOT approved initial screening device. Blood and urine alcohol testing may also be used at the discretion of the school.

"Controlled Substance or drug" means any prescribed drug or controlled substance including those assigned by 21 U.S.C. 802 and includes all Substances listed on Schedule I through Schedule V, as they may be revised from time-to-time (21 CFR 1308), including but not limited to:

Marijuana	Benzodiazepines	Narcotics
Cocaine	Barbiturates	Phencyclidine (PCP)
Amphetamines	Opiates	Other Hallucinogens

"Drug Testing" or "Drug Test" means the scientific analysis for the presence of drugs or their metabolites in specimens from the human body. Analysis will include separate screening and confirmation tests.

"Employee" means any person or officer in the service of the employer for compensation.

"Prospective Employee" means any person who has made a written or oral application to become an employee of the school.

"Reasonable Suspicion" or "For-Cause Testing" means an articulated belief, based on recorded specific facts and observations, and reasonable inference drawn from those facts and observations, that an employee or student is in violation of this policy.

"Sample" or "Specimen" means any sample of urine, blood, breath, saliva, or hair used for drug or alcohol testing.

"On Duty" means all working or school hours including meal or break periods, regardless of whether the employee or student is on the school premises, and at any time the employee or student represents the school in any capacity, including operating school equipment or vehicles.

"Medical Review Officer (MRO)" means a licensed physician with knowledge of drug abuse disorders that is used by the school to determine and verify if a legitimate or medical explanation exists for a positive, adulterated, substituted or invalid drug test result.

"Use" means to consume, sell, purchase, manufacture, distribute, be under the influence of, report to work or school under the influence of, or be in the possession of drugs or alcohol. The term use shall also include the presence of drugs or alcohol in the body of an employee or student, including the presence as a metabolite, the use of a prescription drug without a valid prescription from a health care provider, and not using a prescription drug as prescribed by the authorizing health care provider.

"Positive Drug Test" means the drug test levels on both the screening test and the confirmation test are at or above the level recognized as positive by the U.S. Department of Health and Human Services, in its Mandatory Guidelines for Federal Workplace Drug Testing Programs, or the standard cutoff levels set by the laboratory; and the MRO has verified the test result as positive.

"Positive Alcohol Test" means test levels on both the initial test and the confirmation test are .04 percent or greater.

"Adulterated" means a specimen that contains a substance that is not expected to be present in human urine, or contains a substance expected to be present but is at a concentration so high that it is not consistent with human urine.

"Substituted" means a specimen with creatinine and specific gravity values that are so diminished or divergent that they are not consistent with human urine.

"Actual knowledge" means knowledge by a supervisor that an employee or student has used alcohol or controlled substances based on the supervisor's direct observation of the individual, or an individual's admission of alcohol or controlled substance use.

Direct observations as used in this definition means observation of alcohol or drug use and does not include observation of behavior or physical characteristics sufficient to warrant a reasonable suspicion test.

### ➤ **How Can Identify Abusive Behaviors?**

The following information will serve as a simple guideline that may help to indicate that you or someone else may be having default with substance abuse.

Abusive behavior varies with the user; however, in general actions will manifest themselves in a person's life either socially, mentally, and/or physically. Alcohol is the most widely abused drug in the United States; however, indicators show that there are growing trends in the area of abuse of over-the-counter medications and prescription drug abuse. Persons who are under the influence of drugs and alcohol tend to display behaviors such as certain physical symptoms including but not limited to: reduced or slow motor skills, either increased or decreased verbal interaction, verbal skill depletion, increased or decreased physical

contact, loss of or increased appetite, and aggressive behavior. Additionally, persons abusing may have social or economic issues that arise due to the use and/or abuse of these substances. There are also health risk indicators that may be helpful in the identification of abusive behavior. The brain is affected heavily by drugs and alcohol; it affects the ability to think and respond quickly. People also tend to have issues with depression, paranoia, convulsions, comas, and even death can result. Not only does the person using the substance subject him or herself to all sorts of health risks, drug and alcohol abuse can, and in many cases does, cause grief and discomfort to innocent people.

#### ➤ **How To Deal With Persons Under The Influence?**

- Because of the different reactions that different people display or manifest when under the influence, all employees/students are advised to use caution when dealing with such a person. It is recommended that documentation shall be provided by person(s) with direct involvement in the incident and/or accident resulting from the use of a controlled substance of the person(s). A report must be filed with the police station.

#### ➤ **Medical Review Officer (MRO):**

In the case of a Positive, Adulterated, Substituted or Invalid test result, the employee or student or prospective employee or student may have the right to discuss and explain the results, including the right to advise the MRO of any medication prescribed by his/her physician, which may have affected the results of the test.

#### ➤ **Contesting a Test Result:**

If an employee, student or applicant believes the laboratory analysis is in error, he/she will have 72 hours to request the re-analysis of the original urine specimen that was verified as positive, adulterated or substituted. The cost of re-analysis is at the employee or student expense. If the secondary laboratory does not detect the same controlled substance, the individual may be reimbursed the cost of re-analysis.

#### ➤ **Confidentiality:**

All information, interviews, reports, statement memoranda and drug test results, written or otherwise, received by the Cosmetology and Spa Academy as part of this drug testing program are confidential communications. Unless authorized by state laws, rules or regulations, the school will not release such information without a written consent form signed voluntarily by the person tested. Information on drug testing results will not be released unless such information or records are compelled by a court or a professional or occupational licensing board.

#### ➤ **Alcohol & Drug Prevention & Treatment Resources Available**

The School highly recommends the use of all resources available to prevent the addictions on drug and alcohol abuse. There is counseling, rehabilitation, and treatment centers located in most major cities and/or associated with local hospitals and health clinics. The yellow pages of the local phone directory are an excellent source. Look under the heading: *Drug Abuse and Addiction – Information for Treatment*; or under *Alcohol Abuse and Treatment*. Here are some useful sites on internet: [www.stopaddiction.com](http://www.stopaddiction.com); [www.soberrecovery.com](http://www.soberrecovery.com); <https://www.chicagoaa.org/>

The Cosmetology and Spa Academy encourages its students and employees to live a healthy lifestyle free from the use of controlled substances. Some of the other alternatives are sport, physical activities, cultural events or volunteerism.

#### ➤ **Prevention and Treatment Centers:**

SAMHSA National Helpline 1-800-662-4357

Crystal Lake location : [https://www.freerehabcenters.org/city/il-crystal\\_lake](https://www.freerehabcenters.org/city/il-crystal_lake)

Schaumburg location ; <https://www.freerehabcenters.org/city/il-schaumburg>

Elgin location: <https://www.freerehabcenters.org/city/il-elgin>

Rockford location: <https://www.kpcounseling.com/condition-information/substance-abuse-assessments/>

#### ➤ **Drug and Alcohol Policy Review - Biennial Review:**

The Cosmetology and Spa Academy will review the drug and alcohol prevention program every two years on the even number year. Any recommendations/data and or assistance available to substance abusers will be updated and distributed to all students and staff of Cosmetology and Spa Academy.

#### ➤ **Federal, State And Local Penalties- Punishable Law**

Local, state, and federal laws exist that may be used to punish violators. Penalties can range from suspension, revocation or denial of a driver's license to 20-50 year's imprisonment without benefit of parole. Property may be seized, or community services and/or restitution may be mandated.

#### ➤ **Overview of Federal Controlled Substance Penalties**

The Controlled Substances Act (CSA) places all substances which were in some manner regulated under existing federal law into one of five schedules. This placement is based upon the substance's medical use, potential for abuse, and safety or dependence liability. The Act also provides a mechanism for substances to be controlled (added to or transferred between schedules) or decontrolled (removed from control). The procedure for these actions is found in Section 201 of the Act (21U.S.C. §811).

The CSA provides penalties for unlawful manufacturing, distribution, and dispensing of controlled substances. The penalties are basically determined by the schedule of the drug or other substance, and sometimes are specified by drug name, as in the case of marijuana. As the statute has been amended since its initial passage in 1970, the penalties have been altered by Congress. The following charts are an overview of the penalties for trafficking or unlawful distribution of controlled substances.

#### ➤ **Notice of Federal Student Aid (FSA) Penalties for Drug Law Violations:**

The Higher Education Opportunity Act requires institutions to provide to every student upon enrollment a separate, clear and conspicuous written notice

with information on the penalties associated with drug-related offenses under existing section 484(r) of the HEA. It

also requires an institution to provide a timely notice to each student who has lost eligibility for any grant, loan, or work-study assistance as a result of penalties under 484(r)(1) of the HEA a separate clear, and conspicuous written notice that notifies the student of the loss of eligibility and advises the student of the ways in which to regain eligibility under section 484(r)(2) of the HEA. Students are hereby notified that federal guidelines mandate that a federal or state drug conviction can disqualify a student for Federal Student Aid funds. Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Title IV aid – they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student’s record does not count, nor does one received when he/she was a juvenile, unless the student was tried as an adult.

The Higher Education Act of 1965 as amended (HEA) suspends aid eligibility for students who have been convicted under federal or state law of the sale or possession of drugs, if the offense occurred during a period of enrollment for which the student was receiving federal student aid (grants, loans, and/or work-study). If you have a conviction(s) for these offenses, call the Federal Student Aid Information Center at 1-800-4-FED-AID (1-800-433- 3243) to complete the "Student Aid Eligibility Worksheet" to find out how this law applies to you.

If you have lost federal student aid eligibility due to a drug conviction, you can regain eligibility if you pass two unannounced drug tests conducted by a drug rehabilitation program that complies with criteria established by the U.S. Department of Education.

By completing the FAFSA, you may be eligible for nonfederal aid from states and private institutions even if ineligible for Federal Aid. If you regain eligibility during the award year, notify your financial aid administrator immediately. If you are convicted of a drug-related offense after you submit the FAFSA, you might lose eligibility for federal student aid, and you may be liable for returning any financial aid you received during a period of ineligibility.

### FEDERAL TRAFFICKING PENALTIES

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500–4999 grams mixture	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20	5 kgs or more mixture	First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more
Cocaine Base (Schedule II)	28–279 grams mixture	or more than life. Fine of not more than \$5 million if an	280 grams or more mixture	

Fentanyl (Schedule II)	40–399 grams mixture	individual, \$25 million if not an individual.	400 grams or more mixture	than \$10 million if an individual, \$50 million if not an individual.
Fentanyl Ana- logue (Schedule I)	10–99 grams mixture	Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual,	100 grams or more mixture	Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual,
Heroin (Schedule I)	100–999 grams mixture	\$50 million if not an individual.	1 kg or more mixture	\$75 million if not an individual.
LSD (Schedule I)	1–9 grams mixture		10 grams or more mixture	2 or More
Methamphetamine (Schedule II)	5–49 grams pure or 50–499 grams mixture		50 grams or more pure or 500 grams or more mixture	Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
PCP (Schedule II)	10–99 grams pure or 100–999 grams mixture		100 gm or more pure or 1 kg or more mixture	

#### PENALTIES

Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.
Flunitrazepam (Schedule IV)	1 gram	
Other Schedule III drugs	Any amount	First Offense: Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.
Flunitrazepam (Schedule IV)	Other than 1 gram or more	Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.

## FEDERAL TRAFFICKING PENALTIES–MARIJUANA

DRUG	QUANTITY	1 <sup>st</sup> OFFENSE	2 <sup>nd</sup> OFFENSE
Marijuana (Schedule I)	1,000 kg or more marijuana mixture; or 1,000 or more marijuana plants	Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	100 kg to 999 kg marijuana mixture; or 100 to 999 marijuana plants	Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75million if other than an individual.

Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg marijuana mixture More than 1 kg of hashish oil; 50 to 99 marijuana plants	Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
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Marijuana (Schedule I)	Less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants;	Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.	Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1 kg or less		

\*The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to \$20 million if an individual and \$75 million if other than an individual.

### ➤ Illinois State And Local Sanctions Regarding Drug And Alcohol Violation

Under Illinois law, the sanctions listed below are imposed for alcohol and substance abuse offenses:

It is a Class A misdemeanor to sell or deliver alcohol to anyone under 21 years of age or to any intoxicated person (235 ILCS 5/6-16). Violations can result in fines of up to \$2,500 and one year in jail.

- Illegal possession of alcohol by someone less than 21 years of age is a Class A misdemeanor with fines up to \$2,500 and six months in jail.
- When a violation of the above directly or indirectly results in great bodily harm or death to any person, the person in violation will be guilty of a Class 4 felony.
- It is illegal for a person under 21 to present false identification in an attempt to purchase alcohol.
- A person who falsely states in writing that he or she is at least 21 years of age when receiving alcohol from a representative, agent, or employee of an express company, common carrier, or contract carrier, or who has in his or her possession any false or fraudulent written, printed, or photo static evidence of age and identity, is guilty of a Class A misdemeanor and the person's sentence shall include, but not be limited to, the following: a penalty of not less than \$500 and at least 25 hours of community service. If possible, any community service shall be performed for an alcohol abuse prevention program.
- Illinois enforces a zero tolerance law for persons under the age of 21 who purchase, attempt to purchase, or have any trace of alcohol in their system will lose their driving privileges. Their driver's license or instruction permit will be suspended or revoked without hearing.
- Individuals under the age of 21 can also be charged with a DUI if they have a blood alcohol level of .08 or any illegal drugs in their system. A first DUI offense can result in a \$1,000 fine and up to one year in jail. Subsequent offenses carry more severe fines and penalties; for example, the third DUI is a Class 4 felony with a minimum of six years loss of full driving privileges, imprisonment of one to three years, and fines of up to \$25,000.
- Possession of less than 2.5 grams of cannabis is a Class C misdemeanor for the first offense, with a fine of up to \$500 and/or imprisonment for up to 30 days. Possession of higher amounts of subsequent offenses can raise the charge as high as a Class 1 felony, with a fine of up to \$25,000 and imprisonment of four to fifteen years.
- Manufacture or delivery of less than 2.5 grams of cannabis can constitute a Class B misdemeanor punishable by a fine of \$1,500 and imprisonment of up to six months. Subsequent offenses or offenses involving higher amounts of cannabis can raise the charge to a Class X felony with fines of up to \$200,000 and imprisonment of up to 30 years.
- Possession of a controlled substance starts as a Class 4 felony with fines of up to \$25,000 and a jail sentence of 1 to three years. Greater amounts may increase the charge to a Class 1 felony with imprisonment of 10 to 50 years and fines of up to \$200,000.
- Those involved in the manufacture or delivery of a controlled substance may be found guilty of a Class 3 felony with a jail term of 2 to five years and a fine of up to \$75,000. The charge can go as high as a Class X felony with a penalty of up to \$500,000 and a sentence of 6 to 30 years.



- **Confidentiality** All disciplinary actions, documentation including but not limited to drug and alcohol test results, will remain confidential to the extent required or allowed by law and in accordance with FERPA

- **Drug-Free School And Workplace Standard Of Conduct**

Cosmetology and Spa Academy 's policy requires the maintenance of a drug and alcohol-free educational/workplace environment. The unlawful possession, use, sale, distribution, or manufacture of controlled substances or alcohol is prohibited at or on the properties related to Academy operations or as part of any Academy activities. Students are expected to abide by the Drug-Free Workplace and Drug-Free Schools and Communities acts. Students are prohibited from unlawful manufacture, distribution, possession or use of illegal drugs or alcohol. This prohibition applies while at or on the Academy or participating in any institutional activity off campus. Students who violate this policy will be subject to disciplinary action up to and including expulsion or termination from Cosmetology and Spa Academy. There are numerous legal sanctions and health risks associated with illegal drug and alcohol use. If you or anyone you know has a drug or alcohol-related problem, there are drug and alcohol counseling, treatment and rehabilitation facilities available in your area. The number for your local substance abuse treatment center is located in your orientation packet. There are also national organizations and hotlines available. The Alcoholism and Drug Abuse Hotline is (800) 252-6465. The National Academy on Drug Abuse Hotline is (800) 662-4257. Information about substance abuse education programs is available as required by the "Drug-Free Campus Act." This Act forbids the possession, use or sale of alcoholic beverages or illegal drugs on school grounds by any student, faculty or staff member.

- **Health And Welfare Of Others**

All students are expected to conduct themselves in a manner that will limit the potential for harm, damage or injury of another and/or to property. Gross negligence, abuse, or endangering the health and welfare of another are prohibited. This would include but is not limited to the use of oral or written (including electronic/Internet) threats, intimidation, coercion, verbal or non-verbal abuse or harassment, discriminatory behavior, inappropriate physical conduct, contact or behavior and/or other behavior deemed inappropriate by academy management. Students participating or displaying these behaviors or actions are subject to disciplinary action up to and including termination and subsequent legal action.

- **School Flexibility:**

Cosmetology and Spa Academy reserves the right to alter or amend any portion of this policy at any time without prior notice. The school reserves the right to alter or modify this policy in a given situation depending on the totality of the circumstances. Time periods stated herein for the performance of any act or provision of any notice by the school are for guidance only and failure of Cosmetology and Spa Academy to strictly meet any time frame provided herein shall not preclude the school from taking any action provided herein. Under no circumstances shall failure to perform any act within the time frames herein excuse or relieve any student from his or her obligations, act to nullify any positive test, or relieve any student from the consequences of any positive test, or any other violation of this Policy.

**ACKNOWLEDGMENT OF RECEIPT**

**POLICY ON CONTROLLED SUBSTANCES AND ALCOHOL MISUSE**

I, the undersigned employee/student or prospective employee/student of Cosmetology and Spa Academy, hereby acknowledge that I have received a copy of the drug and alcohol policy of the Company. I also agree to comply with this policy as a condition of employment or attendance at Cosmetology and Spa Academy

Further, I also understand that this agreement does not create an obligation or contract of employment between Cosmetology and Spa Academy, and myself. Further, I consent to any request under the Policy for a specimen, for the purpose of detecting the presence of controlled substances/drugs or alcohol and authorize its designated service provider to collect the specimen. I also understand and consent that the test result may be given to a Medical Review Officer (MRO), designated employer contacts, any authorized agent for Cosmetology and Spa Academy, and/or the third-party administrator.

Further, I understand that appropriate action may be taken in conformity with the substance abuse policy, if the test result is not negative.

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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