

Ministry of Training,  
Colleges and Universities  
Private Career Colleges Branch  
9<sup>th</sup> Floor, Mowat Block  
900 Bay Street  
Toronto ON M7A 1L2

Ministère de la Formation  
et des Collèges et Universités  
Direction des collèges  
privés d'enseignement professionnel  
9<sup>e</sup> étage, édifice Mowat  
900, rue Bay  
Toronto ON M7A 1L2



Notice of Contravention # 020

**Served by Fax to 877-719-6823, e-mail to info.glow-academy.ca, and courier**

January 22, 2010

Mahanaz Syed, Director  
Glow Studio Inc.  
operating as Glow Academy  
250 Webb Drive  
Mississauga, ON  
L5B 3Z4

And

1325 Derry Road East  
Unit 3  
Mississauga, ON  
L5T 1B6

## **NOTICE OF CONTRAVENTION**

This letter is to inform you, Mahanaz Syed, as Director of Glow Studio Inc. operating as Glow Academy (Glow Academy) that on January 22, 2010 it was determined that Glow Academy contravened the following section(s) of the *Private Career Colleges Act, 2005* and/or regulations made under the Act:

- Act, s. 11 — Restrictions on advertising and soliciting (\$1,000)
- Act, s. 11 — Restrictions on advertising and soliciting (\$1,000)

For a summary of the contravention see attached Schedule A.

As per section 51 of *Ontario Regulation 415/06* made under the *Private Career Colleges Act, 2005*, Glow Academy is subject to a penalty in the total amount of \$2,000 per day. It is important to note that the penalty is levied daily. The total penalty amount is calculated by multiplying the penalty amount indicated above by the number of successive days that the contravention continues.

*For example: following 5 successive days that the contravention continues the penalty amount due will be \$10,000*

*following 15 successive days that the contravention continues the penalty amount due will be \$30,000.*

At this time you are required to provide the ministry with written confirmation of compliance with the *Private Career Colleges Act, 2005* and its regulations. Please

supply the ministry with the following documents confirming that you have come into compliance with the Act.

Written confirmation that:

- Glow Academy has stopped advertising an unapproved Private Career College and unapproved vocational programs in Ontario including removal of all references to vocational programs on the website <http://www.glow-academy.ca/>.
- Glow Academy has stopped soliciting students to enrol in an unapproved Private Career College and unapproved vocational programs in Ontario.

Once you have confirmed compliance with the Act, the penalties will cease to accumulate and you will receive an invoice that sets out the total penalty outstanding. Payment of the full amount is due within **30 days** of the date of your notification.

If payment is not received within **30 days** after the date the notice of contravention was received, the amount will be subject to interest at the current postjudgment interest rate beginning on the 31<sup>st</sup> day following the date of notice. The current rate can be found at the following address:

[www.attorneygeneral.jus.gov.on.ca/english/courts/interestrates.asp](http://www.attorneygeneral.jus.gov.on.ca/english/courts/interestrates.asp).

### **Review**

If you believe that the decision made above is inaccurate you may request a review of this decision by submitting a Request for a Review of a Notice of Contravention form to the Minister of Training, Colleges and Universities within **15 days** of receipt of the Notice of Contravention.

ORIGINAL SIGNED BY


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Allan Scott  
Superintendent of Private Career Colleges

## Schedule A

Act, s. 11 — Restrictions on advertising and soliciting - On January 22, 2010 the <sup>2</sup>Glow Academy website <http://www.glow-academy.ca/>, was reviewed by Ministry staff who found it advertising a course outline and tuition pamphlet for their school. The pamphlet promotes enrolment in, among other programs, a Full Hair and Makeup Program at a cost of \$4,950.00 and 95 hours in duration. This program corresponds to National Occupational Classification (NOC) code 6271 – Hairstylists and Barbers. Delivering programs ascribed to this NOC requires an institution to be registered and have the aforementioned program approved.

### (1.1) FULL STYLING PROGRAM



**FULL HAIR & MAKEUP PROGRAM (FHM)**

Prerequisites:	None
Tuition:	\$4,950.00 (Total value over \$7,500 if courses taken individually)
Kit Fees:	\$0 Included
Classroom Hours:	45
Practical Hours:	50

**Makeup Artistry Level One**  
Topics Include:  
Professional kit and sanitization, Professional Ethics, Application techniques. Face shapes, Contouring, Skin types, Color Tones and Mixing, color correction, Introduction to Traditional Bridal, Fashion, and Television Makeup. Applying False Eyelashes.

**Makeup Electives**  
Choose two electives from:  
Traditional Bridal, South Asian Bridal, Fashion, Fantasy

**Airbrush Makeup**  
Topics Include:  
Operation and sanitization of compressor and gun. Color mixing. Foundation, contouring, blush and eye shadow base application techniques.

**Television/ Film Special Effects**  
Topics Include: Learn to create black eyes, scars and bruises which are all basics of working in film and television. This workshop is a great lead into prosthetic makeup should you choose to expand to that.

**Hair Design (Fashion and Bridal Hair Styling)**  
Topics Include:  
Face Shapes, Textures, Products, Current Trends. Bridal up-dos, half up-dos, curling methods, straightening methods, hot rollers, working with extensions. Hair for photography, teasing techniques for big hair.

**Professional Portfolio Shoot**  
Includes: Models, Photographer, 9x12 Portfolio Book, Two selects per area (i.e. Bridal Makeup Looks, Hair Looks etc.) for a total of 8 selects for digital editing, 8x12 photo prints.

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Act, s. 11 — Restrictions on advertising and soliciting - A phone call was made by Ministry staff to Glow Academy on January 20, 2010 at 2:20pm inquiring about the Full Hair and Makeup program. A female named Naz answered and indicated that the program started on January 22, 2010. Naz then encouraged the staff member to attend their school for a tour and stated that there was still time to apply for the course commencing on January 22. Naz stated that if Ministry staff enrolled soon they would receive a discount on the equipment kit.

On January 22, 2010 at 11:32am, Ministry staff received a call from a representative of Glow Academy named Naz. Naz encouraged Ministry staff to view the facility and to consider applying for the February 1, 2010 Full Hair and Makeup program. She stated that students would have received a discount up until today and January 22 was supposed to be the cut-off date but that if Ministry staff met with her early next week something could be worked out.