



PROGRAM LETTER

COSMETOLOGY: 12.040

2026-2027

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412-469-3200 x2558, x 2522

July 1, 2026

Dear Steel Center Family:

Welcome to the Cosmetology program at Steel Center. We are Mrs. Heather Kusbit and Mrs. Sandra Knight, and we are excited to work together with your child throughout the school year. Mrs. Kusbit brings 30 years of experience in the cosmetology industry, including work as a stylist, cutting and color specialist, skincare and nail technician, supervisor, and educator. Mrs. Knight brings more than 40 years of experience in cosmetology and barbering, including work as a salon owner, stylist, manager, platform artist, educator, and state board examination supervisor. Together, our goal is to engage, challenge, and inspire students as they build the foundation needed to become successful cosmetology professionals.

Throughout this course, students will develop a passion for cosmetology and lifelong learning. Continuing education is important in the cosmetology field and contributes to long-term success. The primary purpose of this program is to train students in basic manipulative skills, safety judgments, proper work habits, and professional attitudes needed for licensure and entry-level employment in cosmetology or related career fields. Upon completion of the three-year program and after earning 1,250 hours, students will be eligible to take the Pennsylvania State Board of Cosmetology examination to earn their Cosmetology license.

New students are required to purchase at least one uniform and a cosmetology kit before the start of the school year. Uniforms consist of black scrubs and black, closed-toe, closed-back shoes. Black scrubs may be purchased from a vendor of your choice or from the Steel Center Cosmetology Department for \$25. The cosmetology kit costs \$150 for first-year students and \$115 for second-year students. Please contact Sarah Funaiock at 412-469-3200 x2503 to purchase the cosmetology kit. To avoid inconvenience due to vacations and summer hours, please call before visiting Steel Center to confirm that someone is available to accept payment.

To ensure your child's spot in the Cosmetology program, uniforms and kits should be purchased by Thursday, August 27, 2026. Payments may also be made in the administration office during New Student Orientation on August 27, 2026. Credit cards, cash, and checks are accepted. Checks should be made payable to "Steel Center for CTE." Students must also provide a copy of their Social Security card, as required by state law for reporting earned cosmetology hours. Please bring a copy of the card to New Student Orientation. Additional information is available through the Cosmetology link under Career Majors at www.steelcentertech.com.

We look forward to working with you to ensure the success of your child. Please do not hesitate to contact either of us by phone or email with questions or concerns. We are confident that this will be a successful school year!

Sincerely,
Heather Kusbit and Sandra Knight
Cosmetology Instructors