

COSMETOLOGY COURSE OUTLINE

TEXTS: Milady's Standard Cosmetology Textbook
Milady's Standard Cosmetology Exam Review
Milady's Standard Cosmetology Theory Workbook
Milady's Standard Cosmetology Practical Workbook

COURSE DESCRIPTION: The primary purpose of the Cosmetology course is to train the student in basic manipulative skills, safety judgments, proper work habits and desirable attitudes necessary to achieve competency in job entry-level skills, obtain licensure, and gainful employment in the field of cosmetology or related career fields.

COURSE OBJECTIVES: Upon completion of the course requirements, the determined graduate will be able to:

1. Project a positive attitude and a sense of personal integrity and self-confidence.
2. Practice effective communication skills, visual poise, and proper grooming.
3. Respect the need to deliver worthy service for value received in an employer-employee relationship.
4. Perform the basic manipulative skills in the areas of hair care, skin care and nail care.
5. Perform the basic analytical skills to determine appropriate hair care, skin care, and nail care services to achieve the best total look for each client.
6. Apply academic and practical learning and related information to ensure sound judgements, decisions, and procedures.

To ensure continued career success, the graduate will continue to learn new and current information related to skills, trends, and methods for career development in cosmetology and related fields.

REFERENCES: A comprehensive resource center of references, periodicals, books, texts, audio/video cd's, and on-line resources are available to support the course of study and supplement student training. Students should avail themselves of the opportunity to use these extensive materials.

INSTRUCTIONAL METHODS: The clock-hour education is provided through a sequential set of learning steps which address specific tasks necessary for State Board preparation, graduation, and entry-level job skills. Student salon equipment, implements, and products are comparable to those used in the industry. Each student will receive instruction that relates to the performance of useful, creative, and productive career-oriented activities. The course is presented through comprehensive lesson plans that reflect effective educational methods. Subjects are presented by means of interactive lecture, demonstration, and interactive student

participation. Audiovisual aids, guest speakers, field trips, projects, activities, and other related learning methods are incorporated throughout the course of study.

GRADING PROCEDURES: Students are assigned academic learning units and a minimum number of practical experiences required for course completion. Academic learning is evaluated after each unit of study. Practical skills learning is evaluated as completed and counted toward course completion only when rated as satisfactory or better. Practical skills are evaluated according to text procedures as set forth in the Practical Cosmetology Skills Competency Evaluation Criteria. Students must maintain a written grade average of 75% and pass a written and practical exam prior to graduation. Students must make up for failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

Written:	90-100	EXCELLENT	Practical:	90-100	EXCELLENT
	80-89	VERY GOOD		80-89	VERY GOOD
	70-79	SATISFACTORY		70-79	SATISFACTORY
	BELOW 70	FAILING		BELOW 70	FAILING

COSMETOLOGY COURSE UNITS AND HOURS

Subject	Hours
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THEORY-CLASSROOM INSTRUCTION:	150
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Orientation, the History of Cosmetology, Career Opportunities, Life Skills Management Communicating for Success, State Laws and Regulations, Professional Image, First Aid, Chemistry, Electricity, and Professional Ethics and as coordinated with each practical practice subject as appropriate throughout the course of training.

INFECTION CONTROL – PRINCIPLES AND PRACTICES:

Health, Public Sanitation Methods, Chemical Agents, Types, Classifications, Bacterial Growth, Biology, Infections, Infection Control Products, tools, Equipment use and safety.

SCALP CARE, SHAMPOOING, AND CONDITIONING:	90
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Properties of the Hair and Scalp, Structure and Composition of the Hair, Hair Growth and Loss, Disorders of the Hair and Scalp, Hair and Scalp Analysis, Scalp Care and Massage, Brushing the Hair, Shampooing, Conditioning Procedures and Practices

HAIRSTYLING:

390

Principles, Elements, and Philosophy of Hair Design, Creating Harmony, Designing for Men, Principles and Techniques of Wet Styling, Blow Drying and Waving, Hair Wrapping, Finger Waving, Hair Dressing, Braiding, Hair Extensions, Enhancements and Wigs, Thermal Hair Straightening, Styling Long Hair, Styling Procedures

HAIRCUTTING:

180

Client Consultation, Basic Principles and Techniques of Sectioning and Haircutting, Haircutting Tools, Body and Posture Positioning, Removing Length or Bulk with Razor, Scissors, Clippers, Shears, Basic Haircut Procedures

HAIR COLORING – BLEACHING:

120

Identifying Natural Hair Color and Tone, Types of Hair Color, Client Consultation, Principles and Techniques of Temporary, Semi-permanent, Permanent Colors, Lightening, Tinting, Toning, Highlighting, Special Effects, Hair Color Safety Precautions, Color Procedures

CHEMICAL TEXTURE SERVICES:

240

The Hair Structure, Principles and Techniques of Sectioning, Wrapping, Processing, Curling, Relaxing and Curl Performing, Procedures

FACIALS AND MAKEUP:

60

Skin Structure and Growth, Skin Disorders and Diseases, Skin Analysis and Consultation, Determining Skin Type, Skin Care Products, Client Consultation, Facial Massage, Facial Equipment, Electrotherapy and Light Therapy, Aromatherapy, Principles and Techniques of Skin Chemical Problems, Histology of the Skin, Facial Treatments, Cosmetic Application, Artificial Eyelashes, Removal of Unwanted Hair, Lash/Brow Tinting, Makeup Color Theory, Procedures

MANICURING, PEDICURING, NAIL EXTENSIONS:**90**

Nail Structure and Growth, Nail Disorders and Diseases, Tools and Products, Principles and Techniques of Manicuring, Pedicuring and Advanced Nail Techniques, Aromatherapy, Paraffin Wax Treatments, Nail Art, Procedures

SALON BUSINESS, RETAIL SALES:**180**

Fundamentals of Business Management, Opening a Salon, Business Plan, Written Agreements, Licensing Requirements and Regulations, Laws, Salon Operations, Policies, Practices, Compensation Packages, Payroll Deductions, Telephone Use, Advertising, Sales, Communications, Public/Human Relations, Insurance, Seeking Employment, Job Skills, and Salon Safety, Building Your Business

TOTAL HOURS**1500****Overtime Charges:**

Each course/program has been scheduled for completion in an allotted amount of time. A grace period of 10% has been added to each program's calculated completion date. If a student does not graduate within the contract period, any additional training will be billed at the hourly rate of \$11.00 per hour.

The above hour requirements must be met by each student in each category in order for the earned hours to be accepted by the applicable regulatory agency for examination.

