

COURSE OUTLINE - COSMETOLOGY

1500 HOURS

COURSE TITLE

Cosmetology

This program meets the minimum standard required by the State of Indiana.

This course includes free employment assistance and includes but is not limited to classes/Career Path in professionalism, resume development, interview preparation, and job search skills.

COURSE DESCRIPTION

This course is divided into four levels of study. During the **first 450 hours**, the student will learn the basic skills of manicure/pedicure, facials, scalp treatments, long hair designing, chemical application, rod/roller placement, and haircutting/ designing techniques. While in the **second level, 451 -900 hours**, the student is introduced to the lab. This level allows the student to practice the skills acquired during the first 450 hours of training. The **third level, 901-1200 hours**, enables the student to perform the skills acquired during first and second level. At this time, the student will have the opportunity to expand their education in color formulation as well as cutting and designing concepts. The **fourth level, 1200-1500 hours**, begins the preparation process needed to prepare for the licensing exam and salon experience. All levels of training provide theory lectures/demonstrations.

COURSE OBJECTIVES/GOALS

The goal of the cosmetology course is to provide the learner with the opportunity to obtain their cosmetology license and to enter the job market with entry level skills.

PROJECTS/ASSIGNMENTS

The student must complete the Indiana Progress Book and any independent assignments given during classroom activity.

The student's progress during each of the levels of training is evaluated quantitatively. The following is a list of required MINIMUM assignments.

0 – 450 Hours	100 Assignments
451 – 900 Hours	200 Assignments/300 Assignments Total
901 – 1200 Hours	300 Assignments/600 Assignments Total
1201 – 1500 Hours	410 Assignments/1010 Assignments Total

EVALUATION/GRADING

Theory exams are given weekly. Pre state evaluations are given at 900 and 1500 hours.

A cumulative score composed of attendance, weekly theory exams, quantitative assignment completion and applicable practical evaluations are used to determine satisfactory progress through out the course. A minimum standard of 80% is required.

GRADUATION EVALUATION

All assignments, projects, tests, and hours must be completed before the student is eligible for graduation. School finals completed with a minimum score of 80% enable the student to file for their licensing exam.

Grading scale A> 95 % - 100 % B> 94 % - 90 % C> 89 % - 80 % F > 0 - 79 %

ATTENDANCE

The maximum time frame for course completion is 150%. To complete the course within the contractual obligations, the student must attend class 90% of the time. Students will be billed for hours/work required beyond the terms of their enrollment contract.

TEXTBOOKS/REFERENCES/PERIODICALS

Milady Standard Textbook of Cosmetology, Milady Standard System of Salon Skills, American Salon

LAB

Lab activities are applicable from 450 hours until completion of the required 1500 hours. The intent of lab activity is to prepare the student for the salon and its various job descriptions.

INSTRUCTORS

Miss Jan, Miss Michelle, Miss Becky

COURSE CONTENT/UNITS

Shampooing	35 Hours
Skin/Structure/Diseases/Disorders	5 Hours
Hair	5 Hours
Facial/Makeup	55 Hours
Electricity	5 Hours
Chemistry	10 Hours
Scalp Treatments	35 Hours
Hair Coloring	100 Hours
Permanent Waving/Chemicals	370 Hours
Hair Styling	280 Hours
Sanitation/Bacteriology	40 Hours
Haircutting	250 Hours
Law	10 Hours
Salesmanship/Career Development/Career Path	10 Hours
Management/Job Marketing	10 Hours
Manicure	25 Hours
Pedicure	20 Hours
Anatomy/Physiology	5 Hours
Hair Removal	15 Hours
Discretionary	<u>215 Hours</u>
Professional Ethics	
Communication/People Skills/Human Relations	
Salary/Compensation/Payroll Deductions	
TOTAL	1500 Hours

COURSE FORMAT

A portion of this program is done online. Students will receive a hardcopy textbook and an online version of the same; this will require dependable online access off site. The portion of the studies done online will require the student provide and/or have regular access to a computer, printer, ink, and paper.

This course will combine various methods of instructions which will include lecture, demonstration, participation by the student, evaluations, and actual “hands on” experiences. This course will enable the student to begin and learn theory and practical skills on their clients as well as prepare for the salon experience. Instructional techniques will be enhanced with the aid of guest lecturers, as well as various audio visual materials