

Cosmetology Program Outline



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COSMETOLOGY PROGRAM OUTLINE

1250 HOURS

DESCRIPTION: The Standard Cosmetology program is designed to train the student beyond the typical “how to” of Cosmetology, explaining the “why”—the science of what we do, as well as the art of how we do it, encompassing the fundamental principles and the business of cosmetology, and incorporating classroom instruction with practical application.

This program prepares men and women for employment in the cosmetology industry. Students will achieve a level of competence to perform skills, demonstrate a code of ethics that will ensure respect and success, and excel in the industry by focusing on key subject areas: Safety and Health, Anatomy and Physiology, Trichology- Hair Analysis, Trichology - Hair and Scalp Disorders and Diseases, Chemistry as Applied to Cosmetology, Shampoos, Rinses, Conditioners and Treatments, Hair Cutting and Shaping, Hair Styling, Chemical Restructuring, Professional Requirements, Hair Coloring and Lightening, Skin Care and Procedures .

In addition to learning cosmetology theory, the program educates students to project professionalism, visual poise and proper grooming, and demonstrate a professional attitude, attributes and techniques. Students will perform skills in hair styling, hair shaping, hair coloring, texture services, scalp and conditioning, skin and makeup, nail care, manicuring and pedicuring.

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

- Perform the skills necessary to excel in the industry by focusing on the key subject areas:
 - Professional Requirements
 - Safety and Health
 - Anatomy and Physiology
 - Trichology—Hair Analysis and Hair and Scalp Disorders and Diseases
 - Chemistry as Applied to Cosmetology
 - Shampoos, Rinses, Conditioners and Treatments
 - Hair Cutting and Shaping
 - Chemical Restructuring
 - Hair Coloring and Lightening
 - Nail Care
 - Skin Care
 - Business Practices
- Present attributes and techniques that instill confidence in the clients.
- Demonstrate a code of ethics and professionalism that will ensure respect and success.
- Obtain employment in the cosmetology industry.
- Communicate effectively and appropriately with colleagues, management, and clients.
- Assess client needs, and advise clients accordingly for a total look.
- Demonstrate integrity by delivering value-added service to all customers.
- Perform the basic manipulative skills in the areas of hair styling, hair coloring, texture services, scalp and hair conditioning, skin and makeup, and nail care.

PROFESSIONAL REQUIREMENTS—24 Hours

- New York State/Pennsylvania License Requirements
- State and Federal Payroll Requirements
- New York State/Pennsylvania Sales Tax Requirements
- Career Opportunities and Placement
- Professional Ethics, Conduct and Attitude
- Professional Organizations, Trade Shows and Publications

SAFETY AND HEALTH — 26 Hours

- New York State/Pennsylvania Laws, Rules and Regulations
- OSHA Regulations Concerning Hazardous Materials Communications
- Types and Classification of Infectious Organisms
- Growth and Reproduction of Infectious Organisms
- Infections and Their Prevention
- Immunity and Body Defenses
- Decontamination and Infection Control
- Physical and Chemical Agents

ANATOMY AND PHYSIOLOGY — 50 Hours

- Importance of Anatomy and Physiology to the Cosmetology Profession
- Histology-Cells, Tissues and Organs
- Body Systems
- Basic Principles of Nutrition
- Overview of Bones and Muscles of the Head, Arms, Hands, Legs and Feet
- Structure and Functions of the Skin

TRICHOLOGY—HAIR ANALYSIS — 20 Hours

- Structure
- Growth Patterns
- Texture
- Porosity
- Elasticity
- Growth and Loss
- Hair Loss Treatment Options

TRICHOLOGY—HAIR AND SCALP DISORDERS AND DISEASES — 30 Hours

- Dandruff
- Alopecia
- Fungal Infections
- Infestations
- Infections

CHEMISTRY AS APPLIED TO COSMETOLOGY — 50 Hours

- Types and Classification of Bacteria
- Forms and Properties of Matter
- Bacteria Growth and Reproduction
- Parasites in the Salon Environment
- Infectious Disease Transmittal
- Elements, Compounds and Mixtures
- Chemical Reactions and Solutions
- The pH Scale
- FDA Laws Governing Hair Care Products and Product Safety
- Sanitizing and Disinfecting Salon Tools and Surfaces
- Purpose and Uses of MSDS
- Basics of Electricity and Light Therapy

SHAMPOOS, RINSES, CONDITIONERS AND TREATMENTS — 50 Hours

- Client Preparation, Analysis and Consultation
- Hair Analysis Instruments and Equipment
- Shampooing Products, Composition and Procedures
- Rinsing Products, Composition and Procedures
- Conditioning Products, Composition and Procedures
- Procedures for Hair and Scalp Disorders
- Scalp Manipulations

HAIR CUTTING AND SHAPING — 205 Hours

- Fundamentals, Principles and Concepts of Design
- Scissor Haircutting
 - ✓ Nomenclature and Care of Scissors
 - ✓ Techniques and Procedures
- Razor Haircutting
 - ✓ Nomenclature and Care of Razor
 - ✓ Techniques and Procedures
- Clipper Haircutting
 - ✓ Nomenclature and Care of Tools
 - ✓ Techniques and Procedures
- Removal/Trim of Superfluous Hair
- Contemporary and Specialized Haircutting
 - ✓ Female Styles
 - ✓ Male Styles
 - ✓ Children Styles
- Mustache and Beard Shaping
- Shaving
 - ✓ Dexterity of the Hands and Razor
 - ✓ Preparation and Procedures

HAIR STYLING — 245 Hours

- Fingerwaving
- Pincurling
- Skipwaving
- Roller Styling
- Patterns in Hairstyling
 - ✓ Waves, Pin Curls, Rollers and Combinations
- Finishing Techniques
- Twisting, Wrapping, Weaving, Extending, Locking and Braiding
- Traditional Weaving and Styling
- Services in Hairstyling
 - ✓ Tools and Implements
 - ✓ Blowdrying
 - ✓ Thermal Curling
 - ✓ Hair Pressing
- Hair Pieces

CHEMICAL RESTRUCTURING — 180 Hours

- Chemistry
- Chemical Restructuring Products
- Client Consultation
- Preliminary Procedure of Chemical Restructuring
- Procedure of Chemical Restructuring
- Corrective Chemical Restructuring

HAIR COLORING AND LIGHTENING — 200 Hours

- Color Theory
- Chemistry
- Preliminary Procedures of Hair Coloring
- Client Consultation
- Hair Coloring Procedures
- Hair Lightening
- Special Effects
- Corrective Procedures

NAIL CARE AND PROCEDURES — 40 Hours

- Nail Structure
- Nail Disorders and Diseases
- Nail Shape and Color Analysis
- Basic Manicuring
- Manipulations of the Hand and Arm
- Massage movements and their physiological effects
- Basic implements, cosmetics and materials used in Manicuring
- Five basic nail shapes
- Proper procedures, and sanitary and safety precautions

SKIN CARE AND PROCEDURES — 60 Hours

- Structure and Function of the Skin
- Skin Conditions and Disorders
- Facial and Body Procedures
 - ✓ Client Preparation
 - ✓ Skin Analysis and Consultation
- Wet and Dry Exfoliations and Applications
- Use of Various Products to Enhance the Appearance of the Skin

REMOVAL OF SUPERFLUOUS HAIR — 20 Hours

- Conditions that contraindicate hair removal in the salon
- Methods of permanent hair removal
- Techniques of temporary hair removal

CLIENT CONSULTATION — 15 Hours

- Consultation preparation
- Client needs and desires based on “total look”
- Fashion and lifestyle choices
- Previous experiences and expectations

PEDICURING — 20 Hours

- Nail Structure
- Nail Disorders and Diseases
- Manipulations of the Leg and Foot
- Basic implements, cosmetics and materials used in Pedicuring
- Proper procedures, and sanitary and safety precautions

BUSINESS PRACTICES AND JOB SKILLS—15 Hours

- Principals for personal and professional success
- Long term and short term goals
- Personal hygiene and professionalism
- Communication with managers, co-workers and clients
- Professional image and customer service

TEACHING AND LEARNING 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 job entry level skills. Clinic 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 which reflect effective educational methods. Subjects are presented by means of interactive lecture, demonstration, cooperative learning, labs, student salon activities, and student participation. Audio-visual aids, guest speakers, field trips, projects, activities, and other related learning methods are used throughout the course.

GRADING PROCEDURES: The qualitative element used to determine academic progress is a reasonable system of grades as determined by assigned academic learning. Students are assigned academic learning and a minimum number of practical experiences. Academic learning is evaluated after each unit of study. Practical assignments are evaluated as completed and counted toward course completion only when rated as satisfactory or better (the computer system will reflect completion of the practical assignment as a 100% rating). If the performance does not meet satisfactory requirements, it is not counted and the performance must be repeated. At least two comprehensive practical skills evaluations will be conducted during the course of study. Practical skills are evaluated according to text procedures and set forth in practical skills evaluation criteria adopted by the school. Students must maintain a written grade average of 70% and pass a FINAL written and practical exam prior to graduation. Students must make up failed or missed tests and incomplete assignments. Numerical grades are considered according to the following scale:

90-100 or	A— Excellent
80-89 or	B— Good
70-79 or	C— Satisfactory
Below-70 or	F— Failing