

Adult Education Class Outline
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4.5812 Cosmetology

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Title: Cosmetologist

Submitted by: Hacienda La Puente Unified School District

COURSE DESCRIPTION:

Using a process consisting of lectures, demonstrations of applied methods and techniques, and application of skills and problem-solving practice, the student will prepare for the California State Board of Barbering and Cosmetology licensure exam and a career in one or more of the cosmetology professions. The curriculum consists of 1600 clock hours covering all phases of cosmetology, esthetics and manicuring, concurring with guidelines issued by the state. Students work on mannequins and clients to develop practical experience utilizing safe practices in a salon setting.

COURSE PREREQUISITES:

A potential student must be 16 years of age to begin training and 17 before the licensure exam and must have completed 10th grade or passed a G.E.D. that meets California standards.

Students should be competent in English at a minimum level in order to successfully complete the course of study. Those students who do not pass the entry level English test, will be recommended to con-currently take English as a Second Language on site or as a home study course.

GOALS:

After completing the course, a student will be prepared to pass the licensure examination and possess entry level skills for employment as a cosmetologist.

PERFORMANCE OBJECTIVES:

By the completion of the 1600 hours and all modules in the course, a student will demonstrate knowledge of, proficiency in, and practical problem solving skills in the following modules:

Barbering and Cosmetology Act
California Rules and Regulations
Cosmetic Chemistry
Hazardous Substances
Basic Electricity/Light Therapy and Equipment
Bacteriology/Disinfection
Anatomy, Physiology, Histology of Hair
Skin and Nails
Hair and Scalp Treatments and Conditioning

The Art of Hairdressing
Permanent Waving
Straightening Overly Curly Hair
Removal of Natural Color from the Hair
Adding Artificial Color to the Hair
Professional Care of the Skin
Professional Care of the Hands & Feet
Professionalism
The Salon Business

Hair Shaping and Design

Specific proficiencies are listed in each module of the course outline.

INSTRUCTIONAL STRATEGIES:

Supervised, small group instruction and individual attention are combined with continuously rotating modules to allow a student to begin classes at any time throughout the year without interruption to other students and without missing any module segments. Attendance hours are flexed so that the student has options to insure maximum opportunity for progress at the student's own pace.

1. Technical instruction refers to demonstration, lecture, class participation or examination; applied effort refers to the actual performance of a complete activity on a client or mannequin.
2. Small group, individual interaction and student mentors are important components in student comprehension of key elements within each segment.
3. A full video library of lectures and demonstrations on module segments are available for students to review procedures and prepare for the state exam.
4. Practical experience is gained through supervised practice of skills and application of knowledge during problem solving on actual clients.

EVALUATION:

Student progress is evaluated by observation of technical procedure applications, and written oral examination of specific criteria mandated by the Board of Barbering and Cosmetology.

1. Each student receives an entry assessment of reading and listening comprehension to identify remedial needs with language.
2. A student must pass written and oral tests with a minimum score of 75% accuracy upon completion of each module segment or review and retake the exam.
3. A student must demonstrate a skill level equal to that needed to pass the state exam according to the California Cosmetology Criteria or retrain in that module and retake the exam.
4. A student will receive a certificate of achievement upon meeting course requirements for completion.

REPETITION:

The course is state mandated to be completed within 1600 hours of attendance. If a student has not completed the minimum amount of hours in technical and operations of applied effort, he/she must continue until everything has been completed.

CREDITS:

Credit is given for competency demonstrated at a semi-skilled level of successful training. Credit may be earned at one credit per 15 hours of successful training. Course completion equals 106 earned credits

UNITS OF INSTRUCTION:

Cosmetology is dynamic and changes as knowledge in new chemical processes expands and fashion and styling techniques emerge. The time spent on these modules may vary as each increases or decreases in relevance to the field.

Foundational theory, technical demonstrations and applied practice are usually integrated within module topics.

MODULE I

10 Hours

Barbering and Cosmetology Act

- A. Administration and Act of Application
- B. Examinations
- C. Establishments/Schools/Curricula
- D. Licenses/Denial of Licenses
- E. Revenue
- F. Conflicts between Act and Prior Regulations
 - 1. List the duties and responsibilities of the Board.
 - 2. Define the practices of cosmetology.
 - 3. List the qualifications for examination.
 - 4. Explain the rules for establishments: Schools/Salons/Mobile Units.
 - 5. Identify reasons for license denial, suspension or revocation.
 - 6. List sources of revenue for Board activities.

MODULE II

20 Hours

California Rules and Regulations

- A. Procedure for Licensure
- B. Enforcement/Consumer Information Message
- C. Training Documents to Qualify for Examination
- D. Out of State Applications
- E. Pre-Application
- F. State Examination

- G. School Equipment/Approval by Board
- H. Requirements for Instructors
- I. Curricula for Cosmetology, Esthetics, Manicuring, Instructor, and Crossover Course for Barbers
- J. Licenses and Discipline
- K. Health and Safety Regulations

1. Relate the steps the Board must take for an applicant.
2. List the areas in which the "Consumer Information Message" is posted in an establishment.
3. Identify all documents needed when applying for examination.
4. Explain the process of appeal in case of exam failure.
5. Describe the equipment used in cosmetology schools.
6. List five requirements for instructors.
7. Explain the major differences in the curricula for the courses in the fields of barbering and cosmetology.

MODULE III

20 Hours

Cosmetic Chemistry

- A. Relating Chemistry to Cosmetology
- B. Organic and Inorganic Chemistry
- C. Matter, Substances and Chemical Changes
- D. Elements, Mixtures and Compounds
- E. Acids, Bases, Salts and pH.

1. Define chemistry and list ways in which it is used in cosmetology.
2. List the differences between organic and inorganic substances.
3. Describe matter, substances and the ways in which matter can be changed.
4. Define elements, compounds, atoms, ions, and molecules.
5. Relate the kinds of mixtures: solutions, colloids, and suspensions.
6. Draw and label a pH scale. Illustrate acidic and base reactions. Explain how salts are created.

MODULE IV

20 Hours

Hazardous Substances

- A. Chemicals in the Salon
- B. Material Safety Data Sheets
- C. Preventing Chemical Injuries
- D. Protection Against Hazardous Chemicals
- E. HIV/AIDS and Hepatitis B
- F. Health and Safety Laws and Agencies
- G. Solving Health and Safety Problems

1. Identify chemicals commonly found in the salon.

2. Explain how some chemicals can be harmful to health.
3. Describe how chemicals can get into the body.
4. Discuss the difference between acute and chronic health effects.
5. Explain what "MSDS's" are and where to get them.
6. Demonstrate how to use an "MSDS" to find information about a product.
7. Give examples of basic safety practices when using chemicals at work.
8. List proper storage and disposal methods for chemicals.
9. Define AIDS and identify some work practices that could expose a technician to HIV or HBV.
10. Describe ways for technicians to protect themselves against HIV or HBV.
11. Identify at least 5 health and safety laws and rules that apply to cosmetologists.
12. Use laws and the agencies that enforce them to solve health and safety problems at work.

MODULE V

5 Hours

Basic Electricity/Light Therapy and Equipment

- A. Using Electricity
- B. Electrotherapy
- C. Electrical Equipment
- D. Therapeutic Visible Light Rays, Uses and Benefits
 1. Define the nature of electricity and name two forms.
 2. Demonstrate the proper use of different types of electricity.
 3. List the four types of current and explain the benefits derived from each.
 4. Describe electrical appliances used in a salon.
 5. Explain the safety precautions followed in use of electrical appliances.
 6. Explain light therapy.
 7. Demonstrate the proper uses of light therapy.

MODULE VI

15 Hours

Bacteriology /Disinfection

- A. Types of Bacteria
- B. Classification of Pathogenic Bacteria
- C. Bacterial Growth and Reproduction
- D. Infections and Immunity
- E. Methods of Disinfection
- F. Public Sanitation
 1. List the various types and classification of bacteria.
 2. Describe how bacteria grow and reproduce.
 3. Illustrate the relationship of bacteria to the spread of disease.
 4. Discuss the various methods of sanitation employed in the beauty salon.
 5. Explain why good sanitation practices in the salon are necessary.

MODULE VII

20 Hours

Anatomy, Physiology, Histology of Hair, Skin and Nails

- A. Cell Growth and Metabolism
- B. The Skeletal System
- C. The Muscular System
- D. The Nervous System
- E. The Circulatory System
- F. Other Systems of the Body
- G. Properties of the Scalp and Hair
- H. The Nail and its Disorders
- I. The Skin and its Disorders

1. Describe the structures and functions of cells.
2. Explain why a basic understanding of the various organs and systems and how they function will help to improve the professional skill of the cosmetologist.
3. Illustrate ways in which the skeletal, muscular, nervous and circulatory systems can be helped or strengthened by treatments used in cosmetology.
4. Define hair and discuss its purpose, composition, growth, replacement, and distribution.
5. List the scalp and hair disorders commonly seen in the salon and school and identify those which can not be treated there.
6. Draw a finger and nail and relate the structures found there.
7. List and describe the diseases of the hand and nail that may not be treated in a school or salon.
8. Describe the structure and list the functions of the skin.
9. Define important terms relating to skin disorders.
10. Discern differences in those disorders treatable and non-treatable in a cosmetology establishment.

MODULE VIII

5 Hours

Hair and Scalp Treatments and Conditioning

- A. Shampooing
- B. Giving Scalp Treatments
- C. Conditioning the Hair

1. Describe the physical and chemical actions of shampooing, the effects of alkaline shampoos and acid rinses, and the effects of cationic, anionic, and nonionic agents.
2. Describe scalp and hair irregularities and suggest corrective measures.
3. Relate the benefits of scalp manipulations and explain when they can and cannot be given.
4. Perform a scalp treatment.
5. List the physical and chemical actions that damage hair and define 5 terms that describe hair conditions.

6. Perform a damage assessment of a clients hair and prescribe the proper conditioner.

MODULE IX

20 Hours

Hair Shaping and Design

- A. Implements Used in Shaping
- B. Patterns for Design
- C. Scissors Cutting
- D. Razor Cutting
- E. Use of Clippers

1. Describe hair-shaping implements and basic cutting movements.
2. Explain some of the differences between razor and scissors cutting.
3. Perform a basic, low-elevation, wet razor shaping for a client.
4. Perform a basic clipper style on a mannequin or client.

MODULE X

25 Hours

The Art of Hairdressing

- A. Fingerwaving the Hair
- B. Setting and Combing Sculpture Curls
- C. Setting the Hair with Rollers
- D. Facial Types
- E. Hairstyling Basics
- F. Artistry in Hairstyling

1. Describe the parts of the fingerwave and identify waves, shaping, sculpture curls, and base directed hair.
2. List the setting and combing implements used to style the hair.
3. Explain the basic principles used to decide the correct roller diameter in relationship to the hair's length and define inside and outside movements of hair.
4. Set and comb roller curls in 3 different patterns in the top, sides, crown, and nape sections of the head.
5. Discriminate between facial shapes and relate how to adapt styling to each shape.
6. Identify three things to consider in hairstyling.

MODULE XI

20 Hours

Permanent Waving

- A. History of Permanent Waving
- B. Modern Perming Chemistry
- C. Hair Structure and Perming
- D. Perming Techniques
- E. Special Perming Techniques

1. Describe three historical permanent waving methods and list the advantages of the modern cold-waving service over earlier permanent waves.
2. Relate the improvements that have been made in cold waving over the years.
3. Explain the effects of cold waving and the basic cold waving chemicals.
4. Compare the pH, cost and methods of giving the acid wave and the regular Thio cold wave.
5. Analyze the hair and select the proper chemicals for a cold wave or acid wave.
6. Section and wrap a complete permanent wave.
7. Process and neutralize a complete permanent wave.
8. Illustrate two special perming techniques and discuss the appropriate use for each.

MODULE XII

20 Hours

Straightening Overly Curly Hair

- A. Chemical Hair Relaxing Products
- B. Steps in Chemical Hair Relaxing
- C. Hair Analysis
- D. Sodium Hydroxide (base) Relaxers
- E. Ammonium Thioglycolate Relaxers
- F. Safety Precautions

1. Define and describe chemical relaxing and straightening.
2. Illustrate the differences between a base and no base relaxer.
3. Identify safety precautions used in chemical relaxing and straightening services.
4. Perform a sodium hydroxide relaxer to a client's hair.
5. Apply a Thio relaxer to a client's hair and complete the process.

MODULE XIII

20 Hours

Removal of Natural Color From The Hair

- A. Action and Effects of Hair Lighteners
- B. Types of Lighteners
- C. Lightening Virgin Hair
- D. Retouching Regrowth
- E. Specialty Lightening Services

1. Identify the 10 levels of lightness.
2. Describe the chemical effects of bleaches on the hair.
3. List the types of bleaches and services used for lightening.
4. Apply a virgin bleach and complete the process.
5. Apply a bleach retouch and complete the process.
6. Perform at least two specialty services with foil or a cap.

MODULE XIV

20 Hours

Adding Artificial Color To The Hair

- A. Color Theory
- B. Classifications of Hair Coloring
- C. Preparation for Hair Coloring
- D. Temporary Hair Coloring
- E. Semi-Permanent Hair Coloring
- F. Permanent Hair Coloring
- G. Safety Precautions

1. Explain the principles of color theory, and relate their importance to hair coloring.
2. List the classifications of hair coloring, explain their activity on the hair, and give examples of their use.
3. Demonstrate the correct preparation for hair coloring, including consultation and test procedures.
4. Describe the advantages and disadvantages of different types of temporary hair colors.
5. Select and apply temporary rinses.
6. Define semi-permanent hair color, compare it to temporary colors, and list its advantages and disadvantages.
7. Select and apply semi-permanent hair colors.
8. Define permanent hair-coloring services, terms and chemicals.
9. Select and apply permanent hair colors.
10. List the safety precautions to follow during hair coloring procedures.

MODULE XV

25 Hours

Professional Care of the Skin

- A. Theory of Massage and Massage Techniques
- B. Facial Treatments
- C. Facial Makeup
- D. Removal of Unwanted Hair

1. Describe the purpose of massage.
2. Illustrate the use of massage and list its benefits.
3. Identify the motor nerve points of the face and neck.
4. List the various types of corrective facials given in a salon.
5. Demonstrate the procedure and manipulative skills required to give a facial.
6. Draw and Identify the basic facial types.
7. Demonstrate correct make up procedures.
8. Relate the two general classifications of unwanted hair removal.
9. Demonstrate the methods of temporary hair removal.

MODULE XVI

35 Hours

Professional Care of the Hands and Feet

- A. Manicuring
- B. Pedicuring
- C. Advanced Nail Techniques
- D. Artificial Nail Application

1. Demonstrate the proper use of implements, cosmetics, and materials used in manicuring.
2. Perform a manicuring procedure, observing all sanitary precautions.
3. Perform a pedicuring procedure, observing all sanitary precautions.
4. Explain and demonstrate the procedures for nail repairs, wraps, and tips.
5. Perform artificial nail application on a model.

MODULE XVII

15 Hours

Professionalism

- A. The Image of a Professional
- B. Effective Communication
- C. Human Relations and Your Professional Attitude
- D. Professional Ethics

1. List the qualities of effective physical presentation.
2. Define personality, and illustrate guidelines of a professional demeanor.
3. List the qualities of effective communication.
4. Demonstrate good human relations and a professional attitude.
5. Illustrate high professional ethics.

MODULE XVIII

15 Hours

The Salon Business

- A. What You Need to Know About Opening a Salon
- B. Opening a Salon
- C. Operating a Salon
- D. Selling in a Salon

1. List some facts you need before opening a beauty salon.
2. Discuss financial considerations involved in operating a beauty salon.
3. Explain the importance of maintaining accurate business records.
4. Relate reasons for good business operations and personnel management.
5. Discuss the principles and practices of good selling.
6. Explain the importance of advertising.

1600 Hours

106 Credits

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