

## COURSE OUTLINE: COSMETOLOGY - MANHATTAN

This is a course of study in the basic services, theories and principles of Cosmetology Arts and Sciences. The minimum length of the course is 1500 clock hours. The program length for the Day Schedule is 43 weeks and the Evening Schedule is 60 weeks. Bellus Academy students are trained using the Bellus S.T.A.R. system, which utilizes verbal, written, visual and hands-on instruction throughout the classroom and clinic floor practicum. Along with high-quality technical training students will learn career development skills such as client consultation, business tracking systems, and marketing strategies incorporated in the Bellus Best in Business program as well as receiving Financial Literacy training. Listed below are units of study requirements for Kansas technical and practical criteria. Our curriculum meets or exceeds the minimum standards.

### ***COURSE OBJECTIVES:***

1. To successfully prepare the student to pass the exam.
2. To prepare students for entry level employment
3. To develop personality skills as well as mechanical skills suitable for the field of Cosmetology
4. To develop marketing and sales skills to become a successful Cosmetologist.

### ***METHODS OF INSTRUCTION SHALL INCLUDE:***

1. Lecture
2. Teaching aids
3. Testing (oral/written)
4. Student participation in practice
5. Video
6. Demonstration
7. Role-Play

### ***UNITS OF STUDY:***

Listed below the topics are the subject descriptions that incorporate all areas required by the State Board of Cosmetology for licensure. Following the subject description section is a list of items/areas covered in each subject. A cosmetology student shall not work on the public until the student has completed 320 hours of training.

### ***Cosmetology – 1500 Hours***

#### **Subject:**

#### ***(1) Scientific Concepts – 115 Hours***

	<u>Theory Hours</u>	<u>Minimum Practice</u>
(a) Sanitation Personal, Public, Methods, Chemistry, Safety Precautions, First Aid	40	
(b) Hair and scalp Structure, Composition, Blood, Nerve, and Muscle Supply and Function, Growth and Regeneration, Analysis, Conditions and Disorders	35	
(c) Skin Structure, Function, Blood and Nerve Supply and Functions, Conditions, Disorders	20	
(d) Nails Structure, Composition, Growth and Regeneration, Irregularities, Disorders and Diseases	20	

#### ***(2) Physical Services – 400 Hours***

(a) Shampoos and Rinses Purpose and effects, Materials and Supplies, Types of Shampoos, Types of Rinses, Procedures, Related Chemistry, Client Protection	35	
(b) Scalp and Hair Care Purpose and effects, Materials and Supplies, Types of Scalp Treatments, Procedures, Safety measures, Related Chemistry	35	
(c) Facials and Make-up Purpose and Effects of Massage Movements, Materials, Implements, and Supplies, Facial Nerves and Muscles, Procedures, Related Chemistry, Effects of Make-up, Hair Removal, Eyebrow Arching, Lash and Brow Tinting, Safety Precautions	150	
(d) Manicuring Artificial Nails Purpose and Effects, Equipment, Supplies, and Implements, Procedures, Related Chemistry, Safety Precautions	180	

#### ***(3) Chemical Services – 450 Hours***

(a) Hair Coloring	175	25
Hair Lightening – Purpose and Effects, Materials and Supplies, Scalp and Hair Analysis, Classification/types, Color Selection, Procedures, Corrective Measures, Fillers and Conditioners, Removal of Artificial Color, Special Effects, Related Chemistry, Safety Precautions		25
(b) Chemical Waving	150	25
Purpose and Effects, Materials and Supplies, Scalp and Hair Analysis, Chemical Classification, Procedures, Special Effects, Special Hair Problems, Related Chemistry, Safety Measures		
(c) Chemical Hair Relaxing	125	25
Purpose and Effects, Materials and Supplies, Scalp and Hair Analysis, Chemical Classification, Procedures, Special Hair Problems, Related Chemistry, Safety Measures		
<i>(4) Hair Designing – 360 Hours</i>		
(a) Hair Shaping	150	
Purpose and Effects, Materials, supplies and Implements, Techniques, Designing , Safety Measures		
Use of implements — Razor		25
— Scissors		25
(b) Hair Styling	125	
Purpose and Effects, Materials and Supplies, Finger Waving and Shaping, Curl Formation, Pin Curls—Complete Pin Curl Sets		25
Pin Curl and Wave –		25
Rollers—Complete Roller Sets		50
Comb-out Techniques—Complete Comb-out		50
(c) Thermal Techniques	75	
Hair and Scalp Analysis, Materials, Supplies, and Implements, Hair Pressing, Thermal curling and		
Waving, Iron Curling, Electric Curling—Curling Iron Sets		50
Air waving—Blow Dry Styling, Safety Measures		50
(d) Care and Styling of Hair Pieces	10	
<i>(5) Business Practices – 75 Hours</i>		
(a) Management Practices		
(b) Salon Development		
(c) Insurance		
(d) Client Records		
(e) Salesmanship		
<i>(6) State Law – 50 Hours</i>		
(a) Rules and Regulations		
<i>(7) Student Specific Needs – 50 Hours</i>		
<b>Total Hours – 1500</b>		

***COSMETOLOGY GRADING POLICY:***

The school maintains complete records on each student or graduate for reference as required by the State. All students receive a complete theory and practical test (Mock Board) after approximately 1200 hours. It simulates actual Program's procedure and constitutes a final exam. Individual tutoring, if needed, is available in preparation for the state exam. Each student is graded on their theory and practical work, attendance, appearance, and attitude. The grading used is as follows:

93 – 100	EXCELLENT
85 – 92	VERY GOOD
75 – 84	SATISFACTORY
74 and BELOW	UNSATISFACTORY

Written progress reports are maintained by the Academy. Students receive progress reports that must be signed and kept in their file at least two (2) times during their program. Informal progress reports are distributed monthly so students can keep track of their progress. Additional progress reports may be issued to students as requested or on an as needed basis determined by the instructor.

***OCCUPATIONAL TITLES:***

Cosmetologists entering the job market can be employed as assistants or stylists. Cosmetologists may also enter the employment field as a makeup artist, manicurist, facialist, hair color technician, ethnic styles specialist or haircutter.

***CLASS AVAILABILITY:***

Classes are conducted, in residency, Monday through Friday from 9:00 am to 4:30 pm for full-time day students and Monday through Friday from 5:00 pm to 10:00 pm for part time night students. New class starts are scheduled monthly.

***REQUIRED TEXTS:***

Pivot Point LAB for Cosmetology and Workbook; included in the kit cost.

***LANGUAGE:***

The course is conducted in the English language.