

and attitude.

The grading system is as follows:

<u>Percentage</u>	<u>Letter Grade</u>	<u>Signifying</u>
94 - 100%	A	Outstanding
87 - 93%	B	Above Average
80 - 86%	C	Average
75 - 79%	D	Below Average
Below 75%	F	Failing

Progress reports are generated monthly by our computer system. Students receive a copy, and a signed copy is maintained in the student's academic file. Students are counseled bi-monthly. The school maintains complete records on each student/graduate for reference, as required by the state.

## **Esthetician**

Occupation Code:      Clock Hours: 600 hours

- CIP# 12.0409

Delivery Method: Residential

Class Sessions:

- 24 hours per week

Course Description:

Basic Esthetician is a 600 Clock hour course that prepares students to become licensed Esthetician in the State of California.

Course Objectives:

- To successfully prepare the student to pass the State Board exam.
- To prepare students for entry level employment.
- To develop personality skills as well as mechanical skills suitable for the field of skin care.
- To develop marketing and sales skills to become a successful esthetician.
- To instruct the students in the fundamentals of barbering for the effective advancement in the field of facials, waxing, and makeup.
- To instruct the student in all safety and sanitary measures in patron protection.
- To train students in basic procedures.
- To help instill in student's attitudes and good habits of:
  - Creativity
  - Self-assurance
  - Responsibility
  - Ethics

Methods of Instruction:

The education is provided through a set of learning steps which address specific tasks necessary for State Board preparation, graduation, and job entry level skills. Clinic equipment, implements, kits, and products are comparable to those used in the industry. The methods of instruction shall include but are not limited to the following:

- Lecture
- Teaching aids
- Testing (oral/written)
- Student participation in practice
- Video
- Demonstration

Esthetician Course Outline

Topic	Clock Hours	Hours/ Operations Min
I. The Barbering & Cosmetology Act and the Board's Rules and Regulations	10	
A. Licensing Requirements		
B. Salon Operational Procedures		

Required by California C. Regulation Review		
II. Chemistry-Pertaining to the practices of an Esthetician A. Chemical Composition B. Purpose of Cosmetic and Skin Care Preparation. C. The Elementary Chemical Make-up, Chemical Skin Peels, Physical and Chemical Changes of Matter	10	
III. Health & Safety/Hazardous Substances A. MSDS Sheets B. Understanding Chemicals and Health in Establishments C. Understanding of Communicable Diseases, Including HIV/AIDS and Hepatitis B D. Understanding the Protection from Hazardous E. Health and Safety Laws and Agencies F. Understand Ergonomics	40	
IV. Theory of Electricity A. The Nature of Electrical Currents B. Principles of Operating Electrical Devices C. Safety Precautions Used When Operating Electrical Equipment	10	
V. Disinfection and Sanitation A. Proper Sanitation Measures B. Client Protection C. Technician Protection D. State Law	10	10
VI. Bacteriology, Anatomy & Physiology	20	
VII. Facials A. Skin Analysis B. Safety of Equipment C. Manual Facials a. Scientific Manipulations b. Scrubs c. Skin Analysis d. Cleansing e. Packs and Masks D. Electrical Facials a. Dermal Lights b. Electrical Apparatus for Skin Care c. Electrical Modalities E. Chemicals a. Chemical Skin Peels b. Packs, Masks & Scrubs c. Removing the Epidermis d. State Laws F. Chemistry G. Consultation with Client on Technical Services, Products and Care	70	140
VIII. Eyebrow Arching & Hair Removal	25	30

A. Tweezers B. Wax and Depilatories		
IX. Makeup A. Skin Analysis B. Complete and Corrective Makeup C. Lash & Brow Tinting D. Application of Artificial Eyelashes E. Color Analysis	20	40
X. Job Search Training A. Selecting a Position B. Finding Employment Openings C. Preparing for the Interview D. Job Interview Techniques E. Career Ladders-Keeping & Advancing on the Job F. Professional Ethics G. Effective Communication and Human Relations H. Compensation Packages and Payroll Deductions I. Fundamentals of Business Management	10	
XI. Additional Training <i>All practical classes and operations not currently on the California State Board course outline to include, but not limited to:</i> A. Salon Skills a. Professional Ethics. b. Communication Skills c. Salesmanship d. Decorum e. Record Keeping f. Client Service Record Cards. B. Body Wrapping C. Paraffin Waxing D. Special Classes a. Field Trips b. Guest Speakers c. Training Specialist E. Specialty Facials a. Acne Facials b. Skin Peels c. Fruit Facial F. Eye Lashes		160
<b>TOTAL</b>	<b>225</b>	<b>375</b>

#### Evaluation Methods:

All students receive a complete theory and practical test after 450 hours. It simulates actual State Board Procedure and constitutes a final exam. Individual tutoring if needed is available in preparation for the State examination.

*Theory:* Lectures are given on all cosmetology practices; including personal hygiene, good grooming; salesmanship, courtesy, neatness, attitude in meeting the public; and antiseptics. Each student will be tested at the end of each lesson/chapter in theory.

*Operations:* Hands on practice of clinical operations. Each student is graded monthly in his/her practical work, attendance, appearance, and attitude.

The grading system is as follows:

<u>Percentage</u>	<u>Letter Grade</u>	<u>Signifying</u>
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