

Victoria Court Career College
College Diploma Course Outline

Cosmetology Diploma Program

The Cosmetology program is designed to ensure students obtain the knowledge and practical skills necessary to function effectively as a Cosmetologist.

This course provides students with information they will need to pass the licensure exam as well as the most contemporary techniques to ensure the success on the job.

A Cosmetologist finds employment as a salon stylist, texture service specialist, retail specialist, salon manager/owner, product educator, hairstylist for T.V., movies or theater, styles director, design team member, platform artist or educator.

Areas of the cosmetology reviewed are: Introduction to Cosmetology, general anatomy & physiology, chemistry, electricity, safety, sanitation and infection control, haircutting, haircoloring and greater emphasis on personal skills, life skills and seeking employment.

Examples of skills development may include: Principles of hair design, properties of the hair and scalp, shampooing, rinsing and conditioning, chemical texture services, braiding, enhancements, extensions, wigs and communicating for success.

The Cosmetology Diploma includes 42 weeks of instruction.

Start Date: March 30, 2009
End Date: Feb. 19, 2010
Times: Monday to Thursday
8:30 a.m. – 4:30 p.m.

Minimum: 10 students
Maximum: 20 students

Tuition: \$ 9,000.00
Plus books & training aids \$ 1,722.36
SPF \$ 90.00
\$10,812.36
(approx.)

Entrance requirements:
Grade 12 or equivalent;
Admission Test;
Admission Essay;
Interview by Staff



The college is opened Monday to Friday 8:00 a.m. until 4:30 p.m.. Classes are held Monday to Thursday 8:30 a.m. to 4:30 p.m.. The Salon will be open Monday to Friday and Thursday and Friday evenings until 8:30 p.m.. Students receive 30 hours per week of classroom/salon instruction. The students will have a winter, spring and summer breaks, statutory holidays and 3 days of in-service when there will be no classes. Classes may also be held off-campus for benefit of student instruction if necessary.

Instructors

All instructors employed with *Victoria Court Career College* are approved by the Department of Education, Private Career Colleges Division, to have the qualifications, education and experience to deliver the training materials in specific subjects.

Pass Mark

All students must obtain a passing grade, minimum of 65% in each module to qualify for graduation. Method of evaluation is as follows: Tests/Exams 50%, Assignments 40% Attendance 10%.

Attendance

All students must not fall below 80% attendance or they may not be permitted to graduate. Please read your copy of Student Policies for any clarification or speak with your instructor if any problems arise regarding your attendance.

Instructional Method

The methods of instruction connect the theory of law to the practice of preparing documents. The features of actual teaching and learning practices are delivered the in classroom and in the outside work environment. Delivery of Instruction can be in any but not limited to the following methods:

- Lectures presenting the factual information regarding areas of Cosmetology;
- Lectures with discussion among the students allowing for clarification of issues, and proper procedures;
- Expert guest speakers from the industry;
- Group or teamwork directed by the instructor, allowing for full participation of all the students;
- Audio/visual delivery through DVD/VCR, overhead projector;
- PowerPoint presentations, overheads, videos, and audiotapes;
- Mannequins' will be provided to students to allowing an instructor to set the stage with a life imitating scenario and train the students how to react or conduct themselves in a way that is concurrence with salon ethics and the industry;
- Students will study the underlying principle and requirements for providing excellent service in a full salon setting;
- They will also be introduced to Microsoft Excel, and power point, for the purpose of booking appointments, keeping clients files, and the ability to produce a portfolio of their work using a power point presentation.
- Field visits to Salons, Hair Shows

Course Outlines

Introduction to Cosmetology

This module will provide an introduction to the history of Cosmetology, the role of the Cosmetology Association, and the personal skills you will need to become successful. It outlines where cosmetology came from and where it can take you. You will also learn life skills, the ability to set goals and maintain a good attitude are emphasized along with the psychology of success; your professional image stresses the importance of inward beauty and health as well as outward appearances. Communication for Success is the important process of building client relationships based on trust and effective communication.

Infection Control

This module covers the important information you need to know to keep yourself and your clients safe and healthy. This covers the most current, vital facts about Hepatitis, HIV, and other infectious viruses and bacteria and how to prevent their spread in the salon.

General Anatomy & Physiology

This module provides an overview of human anatomy and physiology. This will enable students understand how the body functions are as integrated whole; recognize changes from the norm, determine a scientific basis for the proper application of services and products; provide shampoos, scalp manipulations, haircuts, and style designs aided by the students knowledge of head contours, bones, and muscle structure; create a style that will enhance you're your client's facial structure.

Chemistry, Electricity, Safety Devices, Other Electrical Equipment

This module addresses chemistry and electricity. Students will learn that a large part of a cosmetologist's work has to do with chemicals and electricity. Hair Salon services would not be possible without them. Permanent waving, chemical hair relaxing, haircoloring, wet setting, and thermal styling all rely on the use of chemicals and electricity. To use chemicals and electricity effectively and safely, you need to have a basic working knowledge of these sciences. Students will also be required to participate in a First Aid/CPR course which is included in the tuition costs.

Properties of the Hair and Scalp

This module provides a through understanding of the growth, structure and composition of hair. As a cosmetologist, you will need to know as much as you can about hair and how to keep it healthy. The more students understand about how different services affect different hair types, the more students will be able to achieve consistent results on their clients.

Properties of Hair Design

This module will provide students with the foundation in the philosophy of artistic application. As a stylist, your goal is to learn how to design the appropriate hairstyle for

a client. Students will learn how they can enhance a client's positive features and minimize negative features. Training to develop artistic skill and judgment will determine whether you are known as a good stylist or a great one.

Shampooing, Rinsing and Conditioning

This module demonstrates proper shampooing techniques and products. It is important for students to understand that the shampoo is an important preliminary step for a variety of hair services. Students will learn to be alert to any existing hair or scalp conditions, diseases, or disorders. The proper home hair products can make all the difference when a client uses them correctly. It is your job to educate clients as to what products to use and why.

Haircutting

This module will provide students with the basic principles of haircutting. This will include head form (anatomy of the skull); techniques for cutting lines and angles; tools, body position and safety; holding your tools; safety in haircutting; hair analysis; guidelines; basic haircutting and general haircutting tips.

Hairstyling, Braiding & Braid Extensions, Wigs and Hair Enhancements

This module is designed to provide students with a variety of techniques on all hair textures. This will include wet hairstyling basics, finger waving, pin curls, roller curls, comb out techniques, hair wrapping, blow-dry styling, thermal hairstyling, braiding and braid extensions, wigs and hair enhancements.

Chemical Texture Services

The module students will concentrate on chemical texture services that cause a chemical change that permanently alters the natural wave pattern of the hair. This will include the structure of the hair; hair analysis, permanent waving, perm tools, chemical hair relaxing procedures, the chemistry of permanent waving, safely mixing chemicals, overprocessed hair, underprocessed hair and sectioning hair.

Haircoloring

During this module students will understand the procedures for depositing color on natural hair color, depositing color on previously colored hair, depositing color on hair that has been lightened, lighting and depositing color in one step. This will include both theory and practical. Types of haircolor, temporary, semi-permanent, permanent, natural and metallic haircolors and the techniques used to apply color. Identifying natural level and tone is the first step in performing haircolor service. Students will be instructed on the proper application of color.

Salon Business, Seeking Employment, On the Job

This module is designed to cover the basics of starting your own business. Starting your own business is an enormous responsibility and is not a step to be taken lightly. This module covers some of the basics, but it is only the beginning. Much serious planning is necessary before students can take on the role of salon owner and/or manager. This

module is a useful overview of what you will need to research in more depth before opening your own business. Students will also be informed on how to prepare for employment, other career opportunities, resume development, preparation of student employment portfolio, how to establish and prioritize goals and how to create personal rules of conduct and behavior; salon teamwork.

Theory Testing

During this module students will be using Milady's Standard Cosmetology Theory Workbook which has been written to meet the needs, interests, and abilities of students receiving training in cosmetology. This workbook will be used together with Milady's Standard Cosmetology. The Theory Workbook follows the theoretical information found in the student textbook. Students are to answer each item in this workbook with a pencil after consulting their textbook for correct information. Items can be corrected and/or rated during class. Various tests are included to emphasize essential facts found in the textbook and to measure the student's progress.

Field Trips

Students will visit hair salons and attend hair shows with their instructor. Students will be advised well in advance regarding hair shows in order to make the necessary arrangements to attend.

Review Time – Problem Areas

This module will allow students to review all areas of cosmetology and address areas in which they may be having difficulty with. Your Milady's Standard Cosmetology Exam Review textbook will serve as an important aid in the understanding of all subjects taught in the cosmetology class. Your Instructor will review any problem areas during this module and prepare students for the Provincial Cosmetology Exam.