

RANGER COLLEGE
COURSE SYLLABUS
High School Jr. 1st. Semester

PROGRAM: Cosmetology
COURSE TITLE: Fundamentals of Cosmetology
COURSE NO. CSME 1405
HOURS: Lecture, Lab, Credit
CLASS HOURS: 12:30 PM - 4:00 PM, Mon.- Fri. & w/ scheduled Saturdays as needed
OFFICE TELEPHONE: (325) 646-0022

Program Director/Instructor:

Name: Glenda Cook
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FAX #: (325) 646-4574
Office Hours: 9:30 till 3:00 by Appointment

I. CATALOG DESCRIPTION: A course in the basic fundamentals of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, haircut, wet styling, comb out, and salon management.

II. REQUIRED BACKGROUND: Co-requisite: CSME 1401

III. TEXTS, OTHER REFERENCES MATERIALS: Milady's Standard Cosmetology, 2008 ed.

IV. METHODS OF INSTRUCTION: This course will be conducted in a cosmetology lab setting with hands-on experience requiring audio-visual aids, transparencies, and class demonstrations will constitute the major portion of the class.

V. METHODS OF EVALUATION:

Individual practical sheet with criteria included: 50%
Written unit tests..... 25%
Final written and practical exams..... 25%

A = 90-100
B = 80-89
C = 70-79
D = 60-69
F = 0-59

VI. MAKE-UP EXAMINATIONS

All weekly tests are to be taken in theory class time periods. Students must make up test upon re-entering the FIRST day of class after the absence. One make-up test only, others

will be graded as "0". Semester final practical examinations will be made up at the instructor's discretion and convenience.

VII. ATTENDANCE REQUIREMENTS

The High School Cosmetology Course is a two (2) year program. The student must have completed 530+ hours of instruction the 1st year prior to entering the second year program. In the 2nd year, the remaining hours must be completed by May 1st totaling 1000 hours and have completed 500 academic hours along with the practical application requirements required by the TDLR.

Daily Attendance is very important. Consequence: Each day missed 20 points will be deducted from the daily grade.

Tardies will not be tolerated. Consequence: For each tardy 10 points will be deducted from daily grade. Three tardies in one week will result in referral to principal of the High School attended.

Cut A Thons are mandatory attendance. They are held on Saturdays. Students receive hours and experience working with the public. This is a good time to build up your hours for any absence you might have or will have. **Consequence:** They count as 2 test grades. Two zeros (0) exam grades will result if student is absent.

Illness: A Dr's note to return to Cosmetology Class is needed to excuse the absence.

Funeral: A bulletin from the funeral will be needed to excuse the absence.

Your school will be called any day that you are absent.

Uniform must be worn daily. Consequence: 20 points will be deducted from daily grade if not worn and student will not be allowed to clock in and will remain in class and work that day.

VIII. COURSE/CALENDAR
(See Cosmetology Handbook)

IX. COURSE/CLASSROOM POLICIES
(See Cosmetology Handbook)

X. LEARNING OBJECTIVES

A. CHAPTER 13 – TRICHOLOGY (SHAMPOOING, RINISING, AND CONDITIONING)

1. List the reasons for good hygienic care of the hair and scalp.

2. Identify when, why, and how to brush hair.
3. Demonstrate the procedure for shampoo manipulations.
4. Understand the meaning of pH levels in shampoos.
5. Identify the various types of shampoos.
6. Identify the various types of rinses.
- 7.

B. CHAPTER 9– TRICHOLOGY (PROPERTIES OF THE HAIR AND SCALP)

1. Explain the purposes of hair.
2. Define what hair is.
3. Describe the composition of hair.
4. Define the divisions of hair.
5. Describe the process of hair growth.
6. Define the basic scalp care.
7. Describe the causes of hair loss.
8. Discuss hair loss treatment options.
9. Recognize the scalp and hair disorders commonly seen in the salon and school and know which can be treated there.

C. CHAPTER 13 – TRICHOLOGY (DRAPING)

1. List the methods of draping and preparing the client for cosmetology services.
2. Demonstrate draping for wet hair services.
3. Demonstrate draping for chemical services.
4. Demonstrate draping for dry hair services.

D. CHAPTER 12 - DESIGN DECISIONS

5. List the elements of good design.
6. List the art principles on hair design.
7. List and analyze the different facial types.
8. Demonstrate how to camouflage facial flaws with hair design.

XI. COURSE COMPETENCIES:

Upon completion of this course, the student should be able to:

1. Prescribe the type of shampoo and conditioners needed, depending on the condition of the client's hair and scalp including the proper application of each.
2. Summarize the Texas Cosmetology Commission rules relating to sanitation through an examination.
3. Practice the sanitation rulings in the lab according to the Texas Statutes.
4. Identify and explain forms of bacteria through a written test.

5. Set up and use sanitizers according to directions before any service.
6. Select and use chemical agents as needed for sanitation.

XI. SCAN COMPETENCIES:

The Secretary's Commission on Achieving Necessary Skills (SCAN) identified competencies in the area of Resources, Interpersonal, Information, Systems and Technology, and foundation skills in the areas of Basic Skills, Thinking Skills and Personal Qualities. This course is part of a program in which each of these competencies and skills are integrated. For application of specific SCANS competencies and skills in this course, see attached form.

XII. ADA STATEMENT

Ranger College provides a variety of services for students with learning and/or physical disabilities. The student is responsible for making the initial contact with the Ranger College Counselor. It is advisable to make this contact **before** or **immediately** after the semester begins.

XIII. NON-DISCRIMINATION STATEMENT:

Admissions, Employment, and Program Policies of Ranger College are non-discriminatory in regard to Race, Creed, Color, Sex, Age, Disability, and National Origin.

RECEIPT OF SYLLABUS – H.S. Cosmetology 1405

Legibly print the following information:

Name: _____ Date: _____

“I have received and understand the information in the syllabus for Cosmetology 1405, and I agree to abide by the stated policies.”

Signature of Student: _____

**RANGER COLLEGE
HIGH SCHOOL Jr. 1st. Semester
SYLLABUS & COURSE OUTLINE
CSME 1405**