

**COURSE OUTLINE**

**Course:** 70267 70267-304 Cosmetology

**Total Course Hours:** 1,665.00

**CBEDS Title:** COSMETOLOGY

**CBEDS #:** 5812

**Job Title(s):**

**Prerequisites:**

**Course Description:**

70267-304 Licensed cosmetologists teach all phases of this 1600 hour course including how to shampoo, cut, style, straighten, color, and perm hair. Students will also learn facial, scalp, make-up analysis, manicuring, and pedicuring techniques as well as state licensing and safety procedures. Upon successful completion, a student will be eligible to take the state certification test to become a licensed cosmetologist. This course meets rules and regulations adopted by the California Bureau of Barbering and Cosmetology. Integrated throughout the course are Academic and CTE standards, which include safety, communication, technology, ethics, career planning and other employability skills.

Hours	
Class	OJT

**Occupational Competencies**

1-7 on the Course Outline are generic to all BVROP courses and include the BVROP Student Outcomes

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|-------|-------|---|--|
| 5.00  |       | <b>1 <u>ORIENTATION</u></b>                                 | <ul style="list-style-type: none"> <li>A Identifies and discusses course objectives and competencies.</li> <li>B Discusses ROP Student Outcomes.</li> <li>C Explains class attendance and behavior objectives.</li> </ul>  |
| 5.00  | 5.00  | <b>2 <u>HEALTH, SAFETY AND ENVIRONMENTAL MANAGEMENT</u></b> | <ul style="list-style-type: none"> <li>A Describes accident procedure.</li> <li>B Demonstrates appropriate safety practices (e.g. bending, lifting, etc.).</li> <li>C Demonstrates knowledge of classroom procedures and drills (e.g. earthquake, fire and emergency).</li> </ul>  |
| 5.00  | 5.00  | <b>3 <u>ETHICS AND LEGAL RESPONSIBILITIES</u></b>           | <ul style="list-style-type: none"> <li>A Defines sexual harassment and discusses tactics for handling harassment situations.</li> <li>B Applies appropriate workplace behavior and standards.</li> </ul>   |
| 10.00 | 20.00 | <b>4 <u>LEADERSHIP AND TEAMWORK</u></b>                     | <ul style="list-style-type: none"> <li>A Describes the characteristics and benefits of teamwork and leadership.</li> <li>B Demonstrates ability to make appropriate decisions.</li> <li>C Works well with others and gives/takes constructive criticism.</li> </ul>  |
|       |       | <b>5 <u>CAREER PLANNING</u></b>                             | <ul style="list-style-type: none"> <li>A Prepares a finished, professional portfolio showing the best work that has been completed during the class.</li> <li>B Locates job opportunities through the use of want-ads and placement agencies.</li> <li>C Visits at least one facility related to area of training and observes jobs performed.</li> <li>D Completes a job application correctly.</li> <li>E Prepares for and critiques a simulated employment interview.</li> <li>F Discusses employee benefits and rights as related to the specific occupational job area including gender equity and equal opportunity.</li> <li>G Identifies acceptable procedures to leave a job.</li> <li>H Applies for a scholarship.</li> <li>I Completes a professional resume.</li> <li>J Demonstrates appropriate personal grooming and dress.</li> </ul> |

Hours	
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10.00	10.00	<p><b>6 <u>COMMUNICATION</u></b></p> <p>A Uses effective workplace conversation.</p> <p>B Reads and interprets written information and directions.</p> <p>C Practices various forms of written communication appropriate to the occupation.</p>
		<p><b>7 <u>STUDENT OUTCOMES</u></b></p> <p>A Demonstrates Occupational Specific, Communication and Critical Thinking Skills</p> <p>B Demonstrates Responsible Work Ethics</p> <p>C Demonstrates Career/Employment Literacy</p> <p>D Demonstrates Effective Use of Technology</p>
10.00		<p><b>8 <u>INTRODUCTION TO COSMETOLOGY</u></b></p> <p>A Demonstrates knowledge of jobs in cosmetology field.</p> <p>B Demonstrates the ability to pass a California State examination after 1600 hours of training</p> <p>C Demonstrates the ability to explain applied effort in fulfilling 1600 hours as required by State Board by self study classroom practice or patron practice.</p>
20.00		<p><b>9 <u>THE COSMETOLOGY ACT AND THE BOARD'S RULES AND REGULATIONS</u></b></p> <p>A Knowledge of cite licensure requirements and procedures</p> <p>B Explains the role of the Board</p> <p>C Defines and practices professional ethics.</p> <p>D Describes the Articles of the Rules and Regulations.</p>
10.00	20.00	<p><b>10 <u>COSMETOLOGY CHEMISTRY</u></b></p> <p>A Identify chemical compositions for nail, hair, and skin care preparations.</p> <p>B Identify elementary chemical makeup.</p> <p>C Describe the chemical process during a skin peel.</p> <p>D Identify and describe physical and chemical changes of matter.</p>
10.00	10.00	<p><b>11 <u>THEORY OF ELECTRICITY IN COSMETOLOGY</u></b></p> <p>A Describe the nature of electrical current.</p> <p>B Explain safety precautions for use of electrical equipment.</p> <p>C Demonstrate safe operation of electrical devices.</p>
20.00	15.00	<p><b>12 <u>BACTERIOLOGY, ANATOMY and PHYSIOLOGY</u></b></p> <p>A List the various types and classifications of bacteria.</p> <p>B Describe how bacteria grow and reproduce.</p> <p>C Describe the relationship of bacteria to the spread of disease.</p> <p>D Describe the functions of human cells.</p> <p>E Describe the structures and functions of the organs and systems of the human body.</p> <p>F Describe histology of hair and skin.</p>
40.00	20.00	<p><b>13 <u>DISINFECTION AND SANITATION</u></b></p> <p>A Explain the difference between sanitation, disinfection, and sterilization.</p> <p>B Demonstrate safe handling and use of disinfectant products.</p> <p>C Explain and demonstrate each step for disinfecting non-electrical instruments and equipment (Article 12, section 979).</p> <p>D Explain and demonstrate each step for disinfecting electrical instruments (Article 12, section 980).</p> <p>E Thoroughly and accurately perform all steps of disinfection before the use of all instruments and equipment throughout the entire training period.</p>

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10.00	10.00	<p><b>14 <u>HEALTH AND SAFETY/HAZARDOUS SUBSTANCES</u></b></p> <p><b>A</b> Follow health and safety precautions.</p> <p><b>B</b> Demonstrates proper procedures for universal precautions (communicable diseases including HIV/AIDS and Hepatitis B).</p> <p><b>C</b> Describe the function of material safety data sheets.</p> <p><b>D</b> Describe procedures for protecting the health and safety of the consumer and the technician.</p> <p><b>E</b> Identify hazardous substances and procedures for preventing injuries.</p>
25.00	285.00	<p><b>15 <u>WET HAIR STYLING</u></b></p> <p><b>A</b> Explain and demonstrate hair analysis in relation to wet hair styling.</p> <p><b>B</b> Explain and demonstrate how to shampoo.</p> <p><b>C</b> Explain the purpose of a finger waving and demonstrate.</p> <p><b>D</b> Explain and demonstrate various pin curl techniques.</p> <p><b>E</b> Explain and demonstrate proper comb-out techniques.</p>
20.00	65.00	<p><b>16 <u>THERMAL HAIR STYLING</u></b></p> <p><b>A</b> Explain and demonstrate hair analysis in relation to thermal hair styling.</p> <p><b>B</b> Demonstrate procedures and techniques for waving, curling with hot combs and hot curling irons, and straightening.</p> <p><b>C</b> Demonstrate techniques for blower styling.</p> <p><b>D</b> Demonstrate safe care and usage of implements used in thermal styling.</p>
20.00	120.00	<p><b>17 <u>PERMANENT WAVING</u></b></p> <p><b>A</b> Analyze hair and describe the relationship between hair structure, perm chemistry, and perming techniques.</p> <p><b>B</b> Differentiate between chemical and heat permanent waving techniques.</p> <p><b>C</b> Demonstrate proper rod selection and sectioning, parting, and wrapping procedures.</p> <p><b>D</b> Demonstrate proper perming procedures.</p> <p><b>E</b> List safety precautions required for permanent waving.</p>
20.00	40.00	<p><b>18 <u>CHEMICAL STRAIGHTNING</u></b></p> <p><b>A</b> Explain and demonstrate hair analysis for chemical straightening procedures.</p> <p><b>B</b> Explain the use of sodium hydroxide and other solutions in chemical straightening.</p> <p><b>C</b> Demonstrate procedures for chemical straightening.</p> <p><b>D</b> Demonstrate safe handling of materials.</p>
20.00	130.00	<p><b>19 <u>HAIRCUTTING</u></b></p> <p><b>A</b> Analyze hair and scalp in relation to haircutting.</p> <p><b>B</b> Explain and demonstrate proper use of scissors, razor, electric clippers and thinning shears for wet and dry cutting.</p> <p><b>C</b> Explain the basic rules of haircutting.</p> <p><b>D</b> Demonstrate hair curling procedures using various sectioning and elevation techniques.</p>
20.00	40.00	<p><b>20 <u>EYEBROW ARCHING AND HAIR REMOVAL</u></b></p> <p><b>A</b> Explain and demonstrate procedures for using wax for removal of superfluous hair.</p> <p><b>B</b> Explain and demonstrate procedures for using tweezers for removal of superfluous hair.</p> <p><b>C</b> Explain and demonstrate lash and brow tinting and re-application of false eyelashes.</p>
20.00	40.00	<p><b>21 <u>MAKE-UP</u></b></p> <p><b>A</b> Explain and demonstrate skin analysis.</p> <p><b>B</b> Explain the selection of products and demonstrate application of daytime and corrective make-up.</p> <p><b>C</b> Explain and demonstrate lash and brow tinting and re-application of false eyelashes.</p>

Hours	
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35.00	200.00	<p><b>22 <u>MANICURING AND PEDICURING</u></b></p> <p><b>A</b> Analyze nail conditions and shapes.</p> <p><b>B</b> Explain and demonstrate safety procedures.</p> <p><b>C</b> Explain and demonstrate proper care and storage of tools, materials and equipment.</p> <p><b>D</b> Demonstrate procedures for water and oil manicures, including nail analysis and hand and arm massage.</p> <p><b>E</b> Demonstrate procedures for a pedicure including nail analysis and foot and ankle massage.</p>
40.00	20.00	<p><b>23 <u>ADDITIONAL TRAINING</u></b></p> <p><b>A</b> Demonstrates salesmanship</p> <p><b>B</b> Performs normal clean-up duties</p> <p><b>C</b> Demonstrates knowledge of patron service cards</p> <p><b>D</b> Performs desk and reception duties</p> <p><b>E</b> Performs modeling requirements</p> <p><b>F</b> Demonstrates the care and styling of wigs</p>
40.00	90.00	<p><b>24 <u>HAIR COLORING AND BLEACHING</u></b></p> <p><b>A</b> Explain the principles of color theory and relate their importance to hair coloring and client consultation.</p> <p><b>B</b> Describe and demonstrate hair and scalp analysis in relation to hair coloring and bleaching, electric and manual scalp manipulation, and other hair treatments.</p> <p><b>C</b> Describe and demonstrate predisposition tests.</p> <p><b>D</b> Describe and demonstrate safety precautions.</p> <p><b>E</b> Describe how hair structure relates to coloring.</p> <p><b>F</b> Practice procedures for measuring and mixing formulas.</p> <p><b>G</b> Demonstrate application of bleaches, tints, and dye removers.</p>
5.00	20.00	<p><b>25 <u>SCALP AND HAIR TREATMENTS</u></b></p> <p><b>A</b> Describe and demonstrate hair analysis in relation to scalp and hair treatment.</p> <p><b>B</b> Describe and demonstrate scientific brushing techniques.</p> <p><b>C</b> Describe and demonstrate electrical and manual scalp manipulation techniques.</p> <p><b>D</b> Describe and demonstrate other hair and scalp treatments.</p>
10.00	20.00	<p><b>26 <u>FACIALS</u></b></p> <p><b>A</b> Describe the beneficial effects of a facial.</p> <p><b>B</b> List the materials and equipment required for facial treatment.</p> <p><b>C</b> Describe and demonstrate the steps for a manual facial, including cleansing, scientific manipulation, and the use of packs and masks.</p> <p><b>D</b> Describe and demonstrate proper techniques for the use of all electrical modalities including dermal lights and electrical apparatus for facials and skin care purposes.</p> <p><b>E</b> Demonstrate proper techniques for chemical skin peels, packs, masks, and scrubs for beautification purposes only.</p> <p><b>F</b> Identify, discuss, and follow section 992 rules for skin peeling set by the California Bureau of Barbering and Cosmetology.</p>
10.00		<p><b>27 <u>MOCK BOARD</u></b></p> <p><b>A</b> Demonstrate knowledge of written and practical examination skills.</p>
10.00	10.00	<p><b>28 <u>SALON OPERATIONS</u></b></p> <p><b>A</b> Practices sales and merchandising of services and products techniques</p> <p><b>B</b> Demonstrates procedures for maintaining a neat and clean work station</p> <p><b>C</b> Practices professional telephone techniques</p> <p><b>D</b> Demonstrates procedure for starting and maintaining client service record cards</p> <p><b>E</b> Demonstrates front desk reception and customer service procedures</p> <p><b>F</b> Practices professional conduct and ethics</p> <p><b>G</b> Practices client scheduling techniques</p> <p><b>H</b> Conducts inventory</p> <p><b>I</b> Performs record keeping</p>

Hours	
Class	OJT

70267 70267-304 Cosmetology

10.00	10.00
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**29 PERSONAL AND OCCUPATIONAL SAFETY**

- A** Applies personal safety practices to and from the job
- B** Recognizes good housekeeping as a safety issue
- C** Identifies safety hazards commonly found in the workplace environment
- D** Describes the procedures for reporting a work-related injury
- E** Discusses ways to report a potential safety hazard to a supervisor
- F** Explains the importance of CAL-OSHA
- G** Defines and discusses ergonomics in relation to the working environment
- H** Discusses the electrical hazards of working with electronic equipment
- I** Recognizes the effects of substance abuse in the workplace
- J** Demonstrates procedures to be followed in case of emergencies

**TOTAL HOURS**

Class	OJT	Course
460.00	1,205.00	1,665.00