Paul Mitchell The School Springfield

COSMETOLOGY COURSE INFORMATION

COSMETOLOGY COURSE DESCRIPTION

Standard Occupational Classification (SOC 39-5012.00):
Classification of Instructional Programs (CIP 12.0401)

The curriculum involves 1500 hours to satisfy Missouri state requirements. The course includes extensive instruction and practical experience in cutting, hair coloring, perming, customer service, personal appearance and hygiene, personal motivation and development, retail skills, client record keeping, business ethics, sanitation, state laws and regulations, salon-type administration, and job interviewing. All courses are taught in English. The cosmetology program is offered as a brick & mortar program and/or hybrid distance education program:

****Graduates are prepared to be entry level cosmetologist.***

This program is taught in English. Textbooks and Course Materials are only offered in the English Language.

COSMETOLOGY COURSE OVERVIEW

Course Hours: 1500 clock hours

The course is divided into pre-clinical classroom instruction and clinical service learning experiences.

- **Pre-clinical Classroom Instruction:** The first 210 hours (full time) or 200 hours (part time) are devoted to classroom workshops where students learn design principles, technical information, and professional practices.
- **Clinic Classroom Learning Experience:** The remaining 1300 hours (full time) or 1290 hours (part time) are spent in the clinic classroom area where practical experience is gained.

COSMETOLOGY COURSE OUTLINE

Your time at Paul Mitchell The School Springfield for the cosmetology program will be divided into six designations:

- **Core Curriculum:** A six week (full time) and ten weeks (part time), 210-hour (full time) 200-hour (part time) introduction to Cosmetology, known as CORE, instills the basic fundamentals. During this time period, Students are introduced to both the realities of our Industry and inspirational mentors to help shape them at the very beginning of their career. An introduction to their textbooks and workbooks, a large overview of the cosmetology program, and a full understanding of their role in the School and the expectations that will be put upon them in the upcoming months are all brought to the fore. CORE focuses on the fundamentals that enable Students to confidently begin working with clients early in their training. You learn the “foundational rules” PRIOR to working in the clinic. There is a blend of technical skill development with personal development, which helps to foster confidence and provides direction for successful behaviors during the clinic floor learning experience. Students are graded and evaluated using written, oral, and practical testing methods. Students must successfully complete the CORE prior to moving onto Adaptive Phase.
- **Protégé Learning:** Your experience as a Protégé produces a smooth transition from Core Student to Adaptive Student. You spend two weeks as a Protégé preparing you for the clinic experience.
- **Clinic Classroom Learning:** Your learning process will be guided with individual attention and group learning experiences from 210 to 1500 hours (full time) or 200 to 1500 hours (part time), where mini-classes, clinic classroom worksheets, and periodic evaluations developed specifically for this monitoring progress. This is

when you begin experiencing your clinic classroom education on paying clients in the clinic classroom area.

- **Classroom Learning:** Your time in the classroom from 210 to 1500 hours (full time) or 200 to 1500 hours (part time) is divided into 4 areas. Each of these areas has an instructor who conducts the different specialty classes each week. Classroom Learning Experiences may also include retail, motivation, self improvement, professional development, and attendance education which may be conducted by an instructor, non-licensed staff member or guest artist.
- **Adaptive Curriculum:** From 210 (full time) or 200 (part time) to 750 hours you will enter a new phase of specialty classroom workshops coupled with challenging practical services that will continue to build you into a beauty industry professional.
- **Creative Curriculum:** You will spend the last 750 hours at Paul Mitchell The School Springfield in “high gear” by dressing, acting, and working like a beauty industry professional. During this phase, you will be learning the more advanced dressing and chemical work. You will be heading in the “end run” of your program at Paul Mitchell The School Springfield and we will be stepping up the pressure getting you ready for graduation.

COSMETOLOGY COURSE SUBJECTS

The instructional program of Paul Mitchell the School Springfield meets or exceeds the state requirements. The following subjects are taught within the brick & mortar and/or hybrid distance education program. The following subjects are taught within the brick & mortar and/or hybrid distance education program:

Subject	Minimum Theory Hour Requirements	Minimum Practical Hour Requirements
Shampooing of all kinds	10	30
Hair coloring, bleaches, and rinses	30	100
Hair cutting and shaping	30	100
Permanent waving and relaxing	35	90
Hair setting, pin curls, finger waves, and thermal curling	100	125
Comb-outs and hairstyling techniques	25	80
Scalp treatment and diseases	10	20
Facials, eyebrows, and arches	10	30
Manicuring, hand and arm massage and treatment of nails	25	85
Cosmetic chemistry	25	0
Salesmanship and shop management	10	0
Sanitation and Sterilization	15	15
Anatomy	20	0
State law	10	0
Additional hours	150	320
TOTAL HOURS	**505**	**995**

The institution offers employment assistance to help graduates’ efforts to secure education-related employment that includes, but is not limited to training in professionalism, resume’ development, job interview preparation and job search skills.

All final theory exams and final practical exams must be completed in the school facility, they cannot be completed through distance education.

COSMETOLOGY COURSE MISSOURI STATE LAW REQUIREMENTS

The Missouri State Law requires that cosmetology students have 1500 clock hours of training and be graduated from a licensed cosmetology school to qualify for an initial cosmetology license. Following graduation, Students are required to take a State Board Practical and Written Examination before receiving their Missouri Cosmetology License. This license is a protected license, but it must be renewed every two years. The State Board examinations are held every week. The State Board handles scheduling of examinations. The school is obligated to report the completion of the course, total hours accumulated, breakdown of hours, and forward the application for the examination to the board. The State Board then issues the student a permit to work until examination date. Passing percentages for the examination are: 75% Theory and 75% Practical.

COSMETOLOGY COURSE PROGRAM TESTING AND GRADING PROCEDURE

The following tests and grading procedures are used to assess student learning and mastery of course content in the 1500-hour course:

1. **Academic weekly theory exams**: Students must receive 75% or higher on each assigned weekly theory exam. Students must receive a 75% or higher grade on all tests given. If they score below a 75% then they must repeat the test. There are 32 theory exams that must be completed. The theory exams will evaluate the student's academic performance for each subject of the distance education curriculum.
2. **Core written and practical skill exams**: Students must receive a grade of 75% or higher on each written exam and each practical skill exam in order to complete the Core program. The exams are an overview of instruction taught during the Core schedule. All Core written and practical skill exams must be passed with a 75% in order to transition to the Clinic Classroom. If students are unable to pass each exam after two attempts, the student may be asked to withdraw from the program and re-enroll in the next available Core class start date. The Core written and practical skills evaluation must be completed within the school facility and cannot be taken through distance education.
3. **Midterm and Final Exam Written Tests**: This test covers all phases of what is to be expected on the Missouri State Board Examination. The practical also covers all phases of what is to be expected on the Missouri State Board Examination. Midterm and Final Exam Written Tests must be completed within the school facility and cannot be taken through distance education.
4. **Clinic Practical Skill Assessments**: Future Professionals progress in practical skill assessments and theory hours will be digitally monitored on a weekly basis by the Future Professional Advisor using the Course Key app. All assigned practical skill assessments must be completed in order to complete the program.
5. **Distance Education Assessments**: Students must complete a distance education written assessment and practical skill assessment. These are based on performance and must be completed on-campus each month. The distance education assessment will focus on the distance education subjects covered during that time period. Students must receive a grade of 75% or higher on each distance education written assessment and each practical assessment. Only students enrolled in the distance education program are required to complete these assessments.
6. **Distance Education Assignments:** The institution will respond to student's submission of lessons, projects, and or evaluations the next business day.

COSMETOLOGY COURSE INSTRUCTIONAL TECHNIQUES AND METHODS

The 1500 hour cosmetology program is provided through a sequential set of learning steps which address specific tasks necessary for State Board preparation, graduation, and job entry level skills. Clinic equipment, implements and products are comparable to those used in the industry. Each student will receive instruction that relates to the performance of useful, creative and productive career-oriented activities. The course is presented through well-developed lesson plans that reflect the latest educational methods. Subjects are presented by means of lectures, demonstration, and student participation. Audio-visual aids, guest speakers, field trips, and other related learning methods are used in the course.

In order to enroll in the hybrid program of study, the Future Professional must have the following hardware, software, and network requirements:

- Apple iPad, computer, or other mobile device
- An internet connection – broadband wired or wireless (3G or 4G/LTE). Minimum bandwidth is 600kbps (up/down) and recommended is 1.5 Mbps (up/down). Check your Internet bandwidth using Speed test.
- Milady CIMA
- Google Chrome
- Zoom
- CourseKey