



## **Cosmetology II**

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**Remind: *Join Cos II 2020-21***- <https://www.remind.com/join/96kd264>

**Conference Period: Available by Appointment 12:45pm - 1:35pm**

**Tutoring Opportunities: Available by Appointment 8:00 a.m.**

### **Course Materials:**

Milady Textbook (classroom set)

Digital Tools:

- Access to Canvas and Office365 tools is available to students through our Single Sign-on Portal (SSO). Students receive their SSO login during enrollment.
- One Note
- Flipgrid
- Nearpod
- Microsoft Power Point
- Milady Online Licensing Preparation
- Cosmetology Supply Kit and trolley (from 1<sup>st</sup> year)
- Uniform (from 1<sup>st</sup> year, if it fits, no stains and is professional looking)

### **Course Description:**

Two-year licensing program provides students with career specific training necessary for entry-level employment in cosmetology careers. This includes hair color, hair cutting, shampooing, hairstyling, makeup application, facials, permanent waving, chemical relaxing, manicures and pedicures while observing all state safety and sanitation requirements. This curriculum is mandated by TDLR and we offer certification in Microdermabrasion.

### **Course Goals:**

Students who complete this course successfully will be able to:

Understand and practice salon safety as well as learn and follow all TDLR Rules and Regulations. Learn proper procedures and can operate salon equipment. Students will learn to perform haircuts, hair color, highlights, permanent waves, chemical texturizing, hairstyling, shampooing, skin care and nail care procedures. Students will perform services on mannequins, each other, and clients. Students will complete all hour and module requirements to be eligible to sit for state board written and practical exams administered by Texas Department of Licensing and Regulations through PSI Testing.

**Student Evaluation:** The grading system for this course is as follows:

- Grade averaged 60% Major 40% Minor
- Major grades – tests (including District Common Assessments, six weeks assessments, projects, final essays, research papers, presentations); minimum three per six weeks
- Minor grades – quizzes, daily assignments, journals; minimum four per six weeks
- Semester exams will count 1/7 of the semester grade
- A letter system (S, N, U) is used to report a student’s conduct based on proper/responsive conduct and citizenship
- Per Board Policy EIA (LOCAL), “The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a **failing** grade. This policy applies only to initial identified major grades and does not apply to daily assignments, quizzes, six-week test, and semester final examinations. Upon reteach and retest, the new test, project, etc. recorded will be a high score of 70%.
- Official grades will be in Skyward only and can be accessed by student and parent through Family Access.

**Assignments, exams, expectations outside of the classroom:**

- Must attend scheduled Teams meetings and engage in assigned Canvas activities, to ensure that students learn Cosmetology II curriculum, receive passing grades that will allow credit hours to be given for TDLR hours report. (Six weeks grades of 70% or higher will earn credit hours)
- Study Guide for Texas Operator Written Exam: Milady Online Licensing Preparation, each area on the content outline students will take practice exams, record test corrections throughout the course of the year.

**Clients – For salon development students are required to perform salon services on HCTC Clients:**

- **Build clientele by asking people to come in for services on Client Days and Late Night**
- **Client Days are usually each Wednesday and Thursday on normal school days and during the hours for the cosmetology classes. 8:45-11:15 a.m. and 2:00-4:30**
- **Late Night – Each student is required to attend at minimum of 4 Late Nights; usually, the first Monday of the month 3:00 pm – 7:30pm**

**Attendance/Tardy Policy/Make-Up Work:** Must meet the TDLR Requirements of 1,000 credit

- Students are required to maintain 90% attendance in class per module to receive full credit hours, that are reported to the Texas Department of Licensing and Regulation (TDLR)

Students only receive hours for days attended in Cosmetology facility. Hours will be posted at the end of each semester or per six weeks, ALL Days not present in the cosmetology class for any reason will be deducted per reporting period. With the exception that the Cosmetology facility is closed, then remote learning will be implemented, and all the TDLR curriculum will be in place until the facility is reopened.

**HCTC Cosmetology Policy of making up hours and additional hours; all absence and grades must be made up to receive maximum hours per six weeks:**

- Student's may come in before and after regularly scheduled class times
- Make-up hours must be recorded on "Make-Up and Additional Hours" form, documented, initialed and kept in the office
- Additional hours outside your regular class time, such as a field trip or additional "Late Night" attendance
- All students are expected to be on time and attend class. EMS ISD tardy policy will be followed. If a student needs to leave early for an appointment, the student's guardian must call the HCTC front desk at 817-306-1925 for dismissal and the student must sign out at the front office. The student will then be counted absent for the remaining class time.
- Makeup tests and hands-on assessments must be made up before or after school based on a set appointment between the student and teacher. Tests and assessments must be scheduled before the end of the current 6 weeks to receive hours for each module.

**Classroom Expectations:** Cosmetology II is a work-based program where professionalism and practice of cosmetology skills are constantly being developed. The HCTC Salon provides services for people in the community and students are expected to take clients in preparation for work in a salon environment and for the state board cosmetology exams.

- Students are expected to do all assignments in theory; reading, writing, participating in classroom activities, discussions, group and individual assignments.
- Students are expected to do all assignments in the lab on manikins as well as clients, to receive lab grade.
- Students are expected project a professional image and positive respectful behavior, in all areas of the building.
- Students are required to wear their complete uniform and required shoes daily. Students that are out of uniform will not be able to work in the lab to complete assignments and will be expected to make up the work on their own time to receive passing grade for the assignment.
- Cell phone use is not permitted, except for instructional purposes. (kept in locker, or docking station and only used on breaks)

**Academic Integrity:**

Academic integrity values the work of individuals regardless if it is another student's work, a researcher, or author. The pursuit of learning requires each student to be responsible for his or her academic work. Academic dishonesty is not tolerated in our schools. Academic dishonesty includes cheating, copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee and considers written materials, observation, or information from students. Students found to have engaged in academic dishonesty shall be subject to disciplinary and/or academic penalties. The teacher and campus administrator shall jointly determine such action.