Paul Mitchell The School Tinley Park

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 Illinois State requirements. The course includes extensive instruction and practical experience in cutting, hair coloring, perming, customer service, personal appearance & hygiene, personal motivation & development, retail skills, client record keeping, business ethics, as well as sanitation, state laws & regulations, salon-type administration, and job interviewing.

Graduates will be prepared to be an entry-level cosmetologist.
This course 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 clinic classroom learning experiences.

- **Pre-Clinical Classroom Instruction:** The first 150 hours are devoted to pre-clinical classroom instruction where Future Professionals develop foundational knowledge and practical skills through classroom workshops, demonstrations, theory instruction, and guided practice. Instruction emphasizes design principles, technical procedures, safety and sanitation, professional conduct, and readiness for supervised services.
- **Clinic Classroom Learning Experience:** Future Professionals apply classroom learning through supervised practical instruction and guest services. With coaching and guidance from Learning Leaders, they refine technical skills, consultation and communication, guest experience, product recommendations, and professional work habits. Learning continues through mini-classes, feedback, and structured practice.
- **Distance Education Learning Experience:** A student enrolled in a program with distance education may earn up to 10% of the program's total clock hours through distance education.

COSMETOLOGY COURSE OUTLINE

- **Core Curriculum:** The Core Curriculum introduces the foundational principles and skills of the program through theory instruction, demonstrations, and hands-on practice. Future Professionals build essential technical knowledge, safety and sanitation practices, client care, and professional habits. Learning Leaders monitor progress, and learning is evaluated through written, oral, and practical methods, as applicable. Completing Core successfully prepares students for the next phase of their education, including supervised clinic classroom experiences.
- **Clinic Classroom Learning Experience:** In the clinic classroom, Future Professionals provide services to guests under Learning Leader supervision. They keep learning and reinforce classroom instruction through coaching, mini-classes, practical worksheets, and progress evaluations. They practice consultations, service planning, technical proficiency, guest communication, sanitation and safety, and professional service habits.
- **Classroom Learning Experience:** Classroom education throughout the program includes cutting, coloring, texture, makeup, skin, and nails. Instruction combines theory, demonstrations, and practical application. Additional learning opportunities may address retailing and product knowledge, communication, professional

development, motivation, and career readiness, facilitated by appropriate school team members or guest artists.

- **Adaptive Phase:** During the Adaptive phase, Future Professionals expand their knowledge through specialty classroom instruction and progressively challenging practical work. They continue developing technical consistency, problem-solving, guest service, confidence, and professionalism, with feedback and assessments supporting their progress.
- **Creative Phase:** The Creative phase focuses on refining technical and professional abilities as Future Professionals prepare to enter the industry. They apply artistic judgment, strengthen independence and accountability, and practice the standards of guest experience, teamwork, and professional conduct expected in a salon environment, with continued Learning Leader guidance.

COSMETOLOGY COURSE SUBJECTS

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

Subject	Practical Application	Theory Hours
I. Basic Training Theory and Practical Application		
a) tools and their use		
b) shampoo		
c) understanding chemicals and use		
d) all hair types and textures, including coil, curl, or wave patterns, hair strand thicknesses, and volumes of hair		
e) sanitation		
f) hygiene		
g) skin diseases and conditions		
h) anatomy and physiology		
i) electricity		
j) ethics		
k) nail technology		
l) esthetics		
m) eyelash extensions, tabs, and strips		
n) the Act and this Part, including sanitary standards		
SUBTOTAL		**150**
II. Practical Chemical Application/Hair Treatment		
a) chemical safety		15
b) permanent waving	90	45
c) hair coloring, tinting, and bleaching	90	45
d) hair relaxing	30	30
e) hair and scalp conditioning	15	20
f) shampooing, toning, and rinsing	75	45
SUBTOTAL	**300**	**200**

Subject	Practical Application	Theory Hours
III. Hair Styling/Hair Dressing		
a) cutting	100	100
b) thinning	10	10
c) shaping		5
d) trimming		15
e) application of electrical/mechanical equipment		15
f) curling	60	30
g) hair treatments	15	25
h) blow drying	60	30
SUBTOTAL	**245**	**230**
IV. Shop Management		
a) labor law		12
b) workers' compensation		12
c) client relations		14
d) bookkeeping		14
e) marketing and merchandising		14
f) emergency first aid		14
g) right-to-know laws		14
h) pertinent State and local laws and rules		14
i) business ethics		14
j) sanitation	20	16
k) electrical devices		14
l) personal grooming and hygiene		14
m) OSHA standards relating to chemical use		14
SUBTOTAL	**20**	**180**
V. Esthetics		
a) non-therapeutic massage, excluding the scalp	4	4
b) nutrition and health of skin	4	4
c) skin analysis	4	2
d) cleansing the skin	4	2
e) mask therapy and facial treatments	2	2
f) facial treatments without the aid of machines		2
g) electricity, machines, apparatus	2	8
h) facial treatments with the aid of machines	6	2
i) hair removal, including tweezer method, depilators, waxing and their use	4	12

Subject	Practical Application	Theory Hours
j) professional makeup techniques, including application of eyelash extensions, tabs and strips		12
k) product knowledge as it relates to esthetics		5
SUBTOTAL	**30**	**55**
VI. Nail Technology		
a) fabric procedures	1	2
b) sculpting procedures	2	4
c) light cured gels	2	4
d) machines or apparatus used in nail technology		2
e) manicures	4	4
f) pedicures	2	4
g) hand, arm, and foot massage	4	4
h) other procedures as they relate to nail technology		8
i) product knowledge as it relates to nail technology		8
SUBTOTAL	**15**	**40**
VII. Electives		**35**
TOTAL HOURS	**610**	**890**

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.

Hybrid Learning hours and assignments are graded and recorded daily. Theory chapter exams, final exams and final practical evaluations must completed in the school facility.

COSMETOLOGY 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 theory exams:** Students must receive a grade of 75% or higher on each assigned theory exam. Exams are completed at the conclusion of each online theory module. Depending on the length of the distance education module, theory exams will occur weekly or bi-monthly. The theory exams will evaluate the student's academic performance for each subject of the distance education curriculum.
2. **Core written and practical skills evaluation:** 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. **Final exam 1:** This test covers an overview of all related cosmetology subjects (e.g., anatomy, chemistry, etc.). Students must receive a grade of 85% or higher on all final exams. Final Exam 1 must be completed within the school facility and cannot be taken through distance education.

4. **Final exam 2:** The written exam covers an overview of all theory instruction, Illinois state law, and other items covered on the state cosmetology exam. Students must receive a grade of 85% or higher on all final exams. Final Exam 2 must be completed within the school facility and cannot be taken through distance education.
5. **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 MyPortico app. All assigned practical skill assessments must be completed in order to complete the program.
6. **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 skill assessment. Only students enrolled in the distance education program are required to complete these assessments.

COSMETOLOGY INSTRUCTIONAL TECHNIQUES AND METHODS

The programs are 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 lecture, demonstration, distance education 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
- Download Bandwidth 5+ Mbps
- Milady MindTap
- Safari 13
- Zoom