

# *Esthetics Program Syllabus*

## **Description:**

The Esthetics course is 750 clock hours and meets the requirements of the Texas Department of Licensing and Regulation. The scheduled finish time for this course is 5 months for full-time and 10 months for part-time. Students will attend two phases for this program. Phase I is the initial training; Phase II builds on the skills obtained in Phase I and introduces advanced treatments while giving the student the opportunity to increase speed and become self sufficient.

**Objective:** Upon completion of the esthetic course requirements, the graduate will be able to:

1. display personal integrity with self confidence and a positive attitude.
2. display effective communication skills, visual poise and proper grooming.
3. display effective employer-employee skills.
4. perform all skills at or above a basic level.
5. apply learned theory, technical information and related matter to assure sound judgments and procedures.

To continue to grow as an Esthetician, the graduate should continue to learn new and current information related to skills, trends, and methods for career enhancement in cosmetology and related fields.

## **References:**

Instruction methods will come from various sources to include but not limited to:

- Pivot Point Salon Fundamentals Textbook and Workbook for all Students
- Milady
- Library of Books, Magazines, and DVD's

## **Instruction Methods:**

*Pivot Point Salon Fundamentals* curriculum is used in the program. Specific tasks necessary for state board preparation and entry-level job skills are taught in sequential steps. Clinic equipment, implements and products are comparable to those used in the industry. Each student receives instruction related to performing useful, creative and productive career-oriented activities. Education methods used include lecture, demonstration, textbook study, hands-on practice, audio-visuales, guest speakers, field trips not to exceed 30 hours, projects and activities.

## **Phase I:**

Phase I is from the start of the program to 150 hours and completing the first mock state board practical exam. The first three weeks of class are designed to introduce each new enrolling student to both the basic skills of esthetics and to demonstrate practical applications required to complete the Facial License Examination (practical portion). Each day a set of practical skills will be demonstrated in which the students are expected to practice over and over in their non-demonstration time during the first three weeks. Week four will focus the students on practicing, packing, and completing the mock state board practical exam. Students will attend lecture and complete the workbook, assignments, and products of the day for each chapter in Phase I. Part-time students will follow the same schedule except that practice time will be during the following four weeks or until the student reaches 150 hours. An exam guideline will be provided for preparation of the mock state board practical exam.

**Phase II:**

Upon completion of Phase I until graduation from the program, the student will continue to attend lecture and complete the entire workbook, projects/assignments and products of the day until all chapters are complete. All missing and late work will be required before the student will be allowed to take their final exams. Students will complete two final written exams with a grade of 80% or higher and complete 2 mock state board practical exams. Student practical work will be guided by a calendar of applications. Students will focus on clients and become self-sufficient on clients and their care. Students will learn independence and explore advanced techniques. Students will be scheduled clients to practice some of their applications. All other work is to be completed on a manikin or fellow student. All student work must be approved and checked by an instructor.

**Full-time Course Structure:**

Hours:	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 - 8:30	Product Knowledge	Product Knowledge	Product Knowledge	Product Knowledge	Product Knowledge
8:30 - 9:50	Assignment or Workbook	Lecture	Assignment or Workbook	Lecture	Lecture or Test
9:50 - 10:00	Break	Break	Break	Break	Break
10:00 - 4:00	Practical	Practical	Practical	Practical	Practical
Various Times	Lunch	Lunch	Lunch	Lunch	Lunch
Various Times	Break	Break	Break	Break	Break
4:00 - 4:30	Sanitation	Sanitation	Sanitation	Sanitation	Sanitation

**Part-time Course Structure:**

Hours:	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 - 8:30	Product Knowledge	Product Knowledge	Product Knowledge	Product Knowledge	Product Knowledge
8:30 - 9:50	Assignment or Workbook	Lecture	Assignment or Workbook	Lecture	Lecture or Test
9:50 - 10:00	Break	Break	Break	Break	Break
10:00 - 11:45	Practical	Practical	Practical	Practical	Practical
11:45 - 12:00	Sanitation	Sanitation	Sanitation	Sanitation	Sanitation

**Graduation Requirements:** To complete the Esthetics program, each student will:

- Complete all written work including tests, assignments, projects and all required practical and clinic work.
- Complete two comprehensive written finals with a minimum grade of 80%
- Complete three mock state board practical exams with a minimum grade of 75%
- Complete 750 clock hours and all technical requirements required by TDLR
- Complete an exit interview and exit paperwork
- Make satisfactory arrangements for payment of all debts to the school

**Grading:**

Students must maintain a minimum grade average of 75% to be making satisfactory academic progress. Students are graded on theory, practical and clinic work. All grades will be on a 100-point scale. Written tests are generally given on Friday after each textbook chapter. In addition to the test, the workbook, assignment and products of the day are due on the Friday after each textbook chapter. If the student does not pass a chapter test, the score will be recorded; but the student has one opportunity to re-test. If the re-test score is higher, it will replace the first score. A 10-point penalty applies on each assignment for each day work is late. Two comprehensive written finals are given at the completion of all chapter tests; the minimum passing score on a written final is 80%. The grading scale is:

A	90 -100	Excellent
B	80 -89	Good
C	75 -79	Satisfactory
F	0 -74	Unsatisfactory

Written final grading scale is:

A	90 - 100	Excellent
B	80 - 89	Satisfactory
F	0 - 79	Unsatisfactory

**Product Usage:**

When working on a manikin, students will be required to use manikin quality products.

**Units of Instruction:**

Textbook Chapters and Sources	Unit Description	Total Weeks
Chapter 1	Personal Development	1
Chapter 2	Professional Development	1
Chapter 3	Business Basics	1
Chapter 4	Skin Care Center Ecology	1
Chapter 5	Anatomy	1
Chapter 6	Electricity and Electrical Equipment	1
Chapter 7	Chemistry	1
Chapter 8	Skin Physiology	1
Chapter 9	Client Care	1
Chapter 10	Facials	1
Chapter 11	Hair Removal	1
Chapter 12	Makeup	1
Chapter 13	Advanced Treatments	1
Chapter 14	Estheticians in the Medical Field	1
Liability and Risk Reduction	Risk Management and Insurance	1
Texas Department of Licensing and Regulation	Laws and Rules	1

**Units of Instruction:**

Facial Treatment, Cleansing, Masking, Therapy	225
Anatomy and Physiology	90
Electricity, Machines and Related Equipment	75
Makeup	75
Orientation	50
Chemistry	50
Client Care	50
Sanitation, Safety and First Aid	40
Management	35
Hair Removal	25
Aroma Therapy	15
Nutrition	10
Color Psychology	10
<b>Total A clock hour equals 60 minutes.</b>	<b>750</b>