# Paul Mitchell The School Milwaukee

## COSMETOLOGY COURSE INFORMATION

### COSMETOLOGY COURSE DESCRIPTIONS

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

The curriculum involves 1550 hours to satisfy Wisconsin 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 are prepared to be 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: 1550 clock hours**

The course is divided into pre-clinical classroom instruction, clinic classroom and distance education learning experiences.

- **Pre-clinical Classroom Instruction:** The first 161-172 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 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 50% 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, shaving, 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 Milwaukee meets or exceeds the state requirements.

| | Subject | Theory Hours | Practical Hours |
|---|---|---|---|
| **I.** | Hygiene, grooming and personal development. | 10 | 0 |
| **II.** | Bacteriology, sterilization and sanitation. | 20 | 20 |
| **III.** | Tools, equipment and implements (identification and usage). | | |
| **IV.** | Haircutting, hair tapering (clipper-cuts), razor cutting, hairstyling, curling, thermal waving, finger-waving, roller setting, pincurl placement, blow-drying, shampoos, scalp and hair treatments, conditioning, reconditioning, hair analysis, and care of hairpieces, wigs and wefts, tools, equipment and implements (identification and usage) | 140 | 440 |
| **V.** | Hair straightening, hair relaxing, thermal hair straightening, blow-outs, permanents, hair coloring, tinting, bleaching and chemistry, tools, equipment and implements (identification and usage) | 185 | 392 |
| **VI.** | Shaving, beard and mustache shaping, trimming, superfluous hair removal, waxing, facials, facial massages, facial makeup, eyelashes, light therapy, basic principles of electricity, and introduction to electrology, tools, equipment and implements (identification and usage) | 35 | 60 |
| **VII.** | Manicuring, including nail enhancement, tools, equipment and implements (identification and usage). | 10 | 25 |
| **VIII.** | Anatomy and physiology of the hair, skin and nails and disorders of the hair, skin, scalp and nails. | 50 | 0 |
| **IX.** | Product knowledge, product use and sales, preparing and consulting with customer for services. | 30 | 0 |
| **X.** | Laws, rules, professional ethics and history of barbering and cosmetology. | 18 | 0 |
| **XI.** | Individual student needs, industry trends and electives(e.g. recordkeeping, mathematics, communications, human relations, public relations, first aid, etc.). | 40 | 75 |
| | **TOTAL HOURS** | **538** | **1012** |

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.

### 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 1550-hour course:

1. **Academic theory exams:** Students must receive a grade of 70% or higher on each assigned theory exam. Depending on the length of the module, theory exams will occur weekly or bi-monthly, within the distance education hours. 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 70% 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 70% 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 practical skills evaluation must be completed within the school facility and cannot be taken through distance education.
3. **Final exam:** The written exam covers an overview of all theory instruction, Wisconsin state law, and other items covered on the state cosmetology exam. Students must receive a grade of 70% or higher on all final exams. The Final Exam written test must be completed within the school facility and cannot be taken through distance education.
4. **Clinic Practical Skill Assessments:** Students 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 70% 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.

**Grading Scale: A = 90-100% B = 80-89% C = 70-79% Below 70% = Failing**

**COSMETOLOGY INSTRUCTIONAL TECHNIQUES AND METHODS**

The Cosmetology 1550 clock hour course 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 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:

1. Apple iPad (Wi-Fi 32GB)
2. High-Speed Internet minimum of 5-10 Mbps for HD 3-5 Mbps for SD
3. Milady CIMA
4. Google Chrome
5. Zoom, Google Classroom and Google Hangout