

**SEWARD COUNTY COMMUNITY COLLEGE  
COURSE SYLLABUS**

**I. TITLE OF COURSE:** CO1316- Cosmetology III - Fall

**II. COURSE DESCRIPTION:** 16 credit hours  
6 credit hours of lecture and 10 credit hours of lab per week.

The purpose of the Cosmetology III Fall course is to develop student knowledge, skills, and behaviors associated with basic manipulative skills, safety judgments, proper work habits, and desirable attitudes necessary to obtain licensure and competency for entry-level positions in cosmetology or a related field. During this course students will conduct a series of problem solving events where teamwork as well as independent thinking are required. The areas of emphasis will be preparing for the 1000 hour written exam, Final Written Exams, Over the Top, Class Project, and Mock State Board Practicals.

For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

Pre-requisite: CO 1116 Cosmetology I and CO 1216 Cosmetology II

**III. PROGRAM AND/OR DEPARTMENT MISSION STATEMENT:**

[Mission]

**IV. TEXTBOOK AND MATERIALS:**

Pivot Point International, Inc.  
Global Headquarters  
8725 W. Higgins Road, Suite 700  
Chicago, IL 60631

Pivot Point Fundamentals Study Guide  
1st Edition  
1st Printing, November 2016  
Chicago, IL 60631

Pivot Point International, Inc.  
Global Headquarters  
[www.learnaboutbeauty.com](http://www.learnaboutbeauty.com)

Pivot Point Exam Prep  
1st Edition  
1st Printing, November 2016

Over the Top  
Michael Cole and Mary Cole  
Summit Salon Business Center, LLC  
260 Fernbrook Lane North, Suite 132  
Plymouth, MN 55447 USA  
Third Addition: February 2014

Statutes and Regulations relating to Cosmetology, Nail Technology, Esthetics, and Electrology

Online Publication: <http://www.kansas.gov/kboc/CosmoStatsandRegs.htm>

## **V. SCCC OUTCOMES**

Students who successfully complete this course will demonstrate the ability to do the following SCCC Outcomes.

V: Demonstrate the ability to think critically by gathering facts, generating insights, analyzing data, and evaluating information

IX: Exhibit workplace skills that include respect for others, teamwork competence, attendance/punctuality, decision making, conflict resolution, truthfulness/honesty, positive attitude, judgment, and responsibility

## **VI. COURSE OUTCOMES:**

1. Students will demonstrate knowledge and skill in skin, hair and nails by performing mock State boards.
2. Students will demonstrate professional skills by serving the public through the school salon.

## **VII. COURSE OUTLINE:**

Exam 1

- Nails and Skin

Exam 2

- Life Skills, Science and Business

Exam 3

- Client-Centered Design, Sculpture/Cut and Men's Sculpture/Cut, Hair design, Long Hair, Wigs and Hair Additions, Color, Perm and Relax

Final Exam

- Cosmetology Books and KBOC Statutes Rules and Regulations (110 questions)

## **VIII. INSTRUCTIONAL METHODS:**

Lecture

Lab

Presentation/Participation

Guest Educators

DVD/CD/Online Videos

Power Point Presentation

LAB (Learn About Beauty)

## **IX. INSTRUCTIONAL AND RESOURCE MATERIALS:**

Textbooks

Projectors

Computers/Internet

Tablets

Kits

Lecture

Lab  
Presentation/Participation  
Guest Educators  
DVD/CD/Online Videos  
Power Point Presentation  
LAB (Learn About Beauty)

## **X. METHODS OF ASSESSMENT:**

Institutional Outcome #5: Students will be assessed in three critical thinking assignments; the first will be steps for color skills. The student will connect, consult, create and complete the procedure for either a retouch/refresh or virgin lighter procedure.

Second critical thinking assessment will be a facial. The student will connect, consult, create and complete the procedure for a facial procedure.

Third critical thinking assessment will be a manicure. The student will connect, consult, create and complete the procedure for a manicure procedure.

Institutional Outcome #9: Students will be assessed in areas of workplace skills of cooperation, consistency and accountability. Grades will be given for the following:

- Professional grade; uniform, attendance, rules, sanitation, assignments on time, teamwork, and client proprieties.
- Planners; scheduling for each day, client and retail goals and client formula history.
- Box Sheets; State Board procedure requirements
- Cos III notebook; chapter handouts, guest speaker info and time sheets.
- Portfolio; Pictures
- Cos III Team assignment; as a class, students develop a theme, prepare and make a poster.

Course outcomes will be evaluated by lab participation and testing and preparing for mock State boards.

## **XI. ADA STATEMENT:**

Under the Americans with Disabilities Act, Seward County Community College will make reasonable accommodations for students with documented disabilities. If you need support or assistance because of a disability, you may be eligible for academic accommodations. Students should identify themselves to the Dean of Students at 620-417-1106 or going to the Student Success Center in the Hobbie Academic building, room 149 A.