Paul Mitchell The School Roanoke

COSMETOLOGY 1000 HR COURSE INFORMATION

COSMETOLOGY 1000 HR COURSE DESCRIPTION

Cosmetology 1000 HR: ***Standard Occupational Classification (SOC) 39-5012.00***
Classification of Instructional Programs (CIP) Code 12.0401

The curriculum involves 1000 clock hours to satisfy Virginia state requirements. This program provides students with the knowledge and technical skills required to become licensed cosmetologists in Virginia. Instruction blends theory with hands-on practice and prepares students to perform services in hair care, basic facial treatments, hair removal, nail care, and related cosmetology procedures. Students will develop proficiency in cleansing and basic facial techniques; manicuring and pedicuring; and arranging, dressing, curling, waving, cutting, shaping, relaxing, coloring, and similar work on human hair, wigs, or hairpieces in accordance with Virginia's scope of practice.

**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.

The cosmetology 1000 HR course is an approved program through DPOR, COE, SCHEV, and USDE.

COSMETOLOGY 1000 HR COURSE OVERVIEW

The objective of this program is to prepare students for a successful cosmetology career and to meet the requirements needed to pass the state licensing exam. Upon completion of the program, students will be able to:

- Master the fundamentals of cosmetology theory and required safety protocols.
- Develop practical skills in hair cutting, styling, coloring, perming, and chemical relaxing for all hair types, including textured hair.
- Apply principles of anatomy, physiology, and skin and scalp analysis.
- Perform basic skincare techniques, including facial procedures, lash and brow services.
- Demonstrate proficiency in nail care, including manicures, pedicures, and artificial nail applications.
- Perform proper procedures for fitting, styling, and maintaining hairpieces and wigs.
- Apply approved hair removal techniques safely and effectively.
- Communicate with clients effectively and conduct thorough consultations.
- Meet the standards required to sit for and successfully complete the state licensing exam.

Program Hours: 1000 clock hours

The program is divided into pre-clinical classroom instruction and clinical service learning experiences.

- **Pre-clinical Classroom Instruction:** Students receive instruction through classroom lessons and workshops covering fundamental theory, safety, and professional practices.
- **Clinic Classroom Learning Experience:** Students develop practical skills through supervised hands-on training performed in the clinic classroom setting on clients, models, and mannequins.
- **Distance Education Learning Experience:** Students approved for distance education may complete a portion of their theory instruction online. Only theory hours may be completed through distance education; all practical and lab instruction is delivered in person on campus.

COSMETOLOGY 1000 HR COURSE OUTLINE

Instruction in the Cosmetology program at Paul Mitchell The School Roanoke is delivered through structured phases designed to support student progression from foundational learning to advanced practical skills.

- **Core Curriculum:** A multi-week pre-clinical phase focused on fundamental theory, safety, and basic technical skills. Students are evaluated through written, oral, and practical assessments.
- **Protégé Learning Experience:** This phase provides a structured transition from Core into hands-on work. Students begin applying fundamental skills while preparing for the clinic classroom environment.
- **Adaptive Curriculum:** Students participate in specialty classroom workshops and increasing levels of practical services to build technical proficiency and service readiness.
- **Creative Curriculum:** Students refine their skills through advanced practical work, professionalism, and real-world application. Emphasis is placed on speed, accuracy, communication, and preparing for entry-level employment.
- **Classroom Learning Experience:** Instruction covers seven primary areas of study: styling, cutting, coloring, texture, skin care, nail care, and theory. Classes are taught by licensed instructors and may include additional topics such as retail, professional development, motivation, and attendance expectations.
- **Clinic Classroom Learning Experience:** Students receive supervised practical training through individual and group learning experiences. Workshops, skills tracking, and periodic evaluations monitor progress. Students perform services on clients in the clinic classroom under instructor supervision.

COSMETOLOGY 1000 HR COURSE SUBJECTS

The instructional program at Paul Mitchell The School Roanoke meets or exceeds state requirements. The following subjects are delivered through on-campus instruction and, where approved, through distance education for theory components only:

Curriculum Requirements	Minimum Hours of Instruction
Orientation & Business Topics 1. School policies 2. Management 3. Sales, inventory, and retailing 4. Taxes and payroll 5. Insurance 6. Client records and confidentiality 7. Professional ethics and practices	45
Laws and Regulations	10
General Sciences 1. Principles and practices of infection control 2. Safety Data Sheet (SDS) 3. Chemical usages and safety	55
Applied Sciences 1. Anatomy, physiology, and histology	40
Shampooing, rinsing, and scalp treatments for all hair types, including textured hair 1. Client consultation and analysis 2. Procedures, manipulations, and treatments	25
Hair Styling for all hair types, including textured hair 1. Finger waving, molding, and pin curling 2. Roller curling, combing, and brushing 3. Heat curling, waving, and pressing	65
Haircutting for all hair types, including textured hair 1. Fundamentals, materials, and equipment 2. Procedures	125

Curriculum Requirements	Minimum Hours of Instruction
Permanent Waving and Chemical Relaxing for all hair types, including textured hair 1. Chemistry 2. Supplies and equipment 3. Procedures and practical application	135
Hair Coloring and Bleaching for all hair types, including textured hair 1. Basic color theory 2. Supplies and equipment 3. Procedure and practical application	190
Wigs, hair pieces, and related theory 1. Types 2. Procedures	15
Manicuring and Pedicuring 1. Nail theory, nail structure, and composition 2. Nail procedures, including manicuring, pedicuring, and nail extensions 3. Electric filing	75
Skin Care 1. Client skin analysis and Consultation 2. Effleurage and related movements and manipulations of the face 3. Cleansing Procedures 4. Masks 5. Extraction techniques 6. Machines avoiding direct contact with the skin 7. Equipment avoiding direct contact with the skin 8. Electricity avoiding direct contact with the skin 9. Manual facials and treatments 10. General procedures and safety measures	150
Lashes and Brows 1. Setup, supplies, and implements 2. Consultation 3. Application of false lashes and lash extensions 4. Lash and brow tinting 5. Lash perming 6. Lightening of the hair on the body except scalp 7. General procedures and safety measures.	35
Hair removal 1. Client consultation and analysis 2. Waxing 3. Mechanical hair removal 4. Tweezing and threading 5. Chemical hair removal	35
TOTAL MINIMUM HOURS OF INSTRUCTION	**1000**

Cosmetology students must complete the minimum number of practical performances required by the Virginia Board for Barbers and Cosmetology. All services are performed under the supervision of a licensed instructor in the clinic classroom.

The Cosmetology curriculum requires the completion of:

Practical Performance Requirements	Minimum Performance Requirements
Shampooing, rinsing, and scalp treatments, for all hair types, including textured hair	20
Hair styling, for all hair types, including textured hair	60
Hair cutting, for all hair types, including textured hair	60
Permanent waving-chemical relaxing, for all hair types, including textured hair	60

Practical Performance Requirements	Minimum Performance Requirements
Hair coloring and bleaching, for all hair types, including textured hair	65
Wigs, hair pieces, and related theory	10
Manicuring and Pedicuring	15 procedures
Individual sculptured nails and nail tips	30
Lashes and Brows	20
Skin care	15
Hair removal	10
TOTAL PRACTICAL PERFORMANCES	**365**

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 1000 HR PROGRAM TESTING AND GRADING PROCEDURE

Paul Mitchell The School Roanoke offers Future Professionals the option to enroll in a traditional on-campus program or, when available, a hybrid program that includes distance education. In the hybrid schedule, a portion of theory instruction is completed through distance education, while all practical and lab instruction is delivered in person at the school.

1. **Academic theory exams:** Students must achieve a grade of 75% or higher on each assigned theory exam. These exams are administered at the conclusion of each assigned online theory module. Theory exams may occur weekly or bi-monthly depending on module length. Additionally, students must demonstrate competency through an exam based on the information taught via distance education, which must be completed within the school facility.
2. **Core written and practical skills evaluation:** Students must earn a minimum score of 75% on both the Core written examination and Core practical skill evaluation to successfully complete the Core phase. These assessments evaluate instruction delivered during the Core schedule and determine eligibility to advance to the Clinic Classroom. All Core written and practical assessments must be completed in person at the school facility and are not permitted through distance education. Students who do not achieve a passing score after two attempts may be required to withdraw and re-enroll in a subsequent Core class.
3. **Clinic Practical Skill Assessments:** Students are required to complete all assigned practical skill assessments during the Clinic phase. These assessments are performed in person under instructor supervision and must be completed to satisfy program requirements.
4. **Distance Education Assessments:** Students enrolled in a hybrid program must complete a monthly distance education theory assessment on campus. These assessments evaluate comprehension of theory content delivered online.

The following grading scale is used for theory progress:
A = 90 – 100% B = 80 – 89% C = 75 – 79% Failing = Below 75%

COSMETOLOGY 1000 HR INSTRUCTIONAL TECHNIQUES AND METHODS

The Cosmetology 1000 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, and student participation. Audio-visual aids, guest speakers, field trips, and other related learning methods are used in the course.