Paul Mitchell The School Roanoke

BASIC COSMETOLOGY COURSE INFORMATION

BASIC COSMETOLOGY COURSE DESCRIPTION

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

The curriculum involves 1500 hours to satisfy Virginia state requirements. The course includes extensive instruction and practical experience in cutting, hair coloring, perming, customer service, personal appearance and hygiene, personal motivation and development, retail skills, client record keeping, business ethics, sanitation, state laws and 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.

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

THE SCHOOL IS NOT CURRENTLY ENROLLING IN THIS PROGRAM.

BASIC COSMETOLOGY 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: 1500 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.

BASIC COSMETOLOGY COURSE OUTLINE

Instruction in the Basic 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.

BASIC COSMETOLOGY COURSE SUBJECTS

The instructional program at Paul Mitchell The School Roanoke meets or exceeds state requirements.

Subject	Minimum Hours of Theory Instruction	Minimum Hours of Practical Instruction
I. Orientation **1.** School Policies 2. State Laws, Regulations, Professional Ethics 3. Personal Hygiene 4. Bacteriology, Sterilization, Sanitation	60	
II. Manicuring and Pedicuring 1. Anatomy and Physiology 2. Diseases and Disorders 3. Natural and Artificial Application Procedures 4. Sterilization	60	15 20
III. Shampooing and Rinsing 1. Fundamentals 2. Safety Rules 3. Procedures 4. Chemistry, anatomy, and physiology	65	
IV. Scalp Treatment 1. Analysis 2. Disorders and Diseases 3. Manipulations 4. Treatments	50	10
V. Hairstyling 1. Anatomy and Facial Shapes 2. Finger Waving, Molding, and Pin Curling 3. Roller Curling, Combing, and Brushing 4. Heat Curling, Waving, Braiding, and Pressing	155	320 15 15
VI. Haircutting / Hair Shaping 1. Anatomy and Physiology 2. Fundamentals, Materials, Equipment 3. Procedures 4. Safety Practices	105	50

Subject	Minimum Hours of Theory Instruction	Minimum Hours of Practical Instruction
VII. Permanent Waving and Chemical Relaxing 1. Analysis 2. Supplies and Equipment 3. Procedures and Practical Application 4. Chemistry 5. Record keeping 6. Safety	75	25
VIII. Hair Coloring and Bleaching 1. Analysis and Basic Color Theory 2. Supplies and Equipment 3. Procedures and Practical Application 4. Chemistry and Classification 5. Record keeping 6. Safety	105	45
IX. Skin Care and Make-up 1. Analysis 2. Anatomy 3. Health, Safety, and Sanitary Rules 4. Procedures 5. Chemistry and Light Therapy 6. Temporary Removal of Hair 7. Lash and Brow Tinting	70	5
X. Wigs, Hairpieces, and Related Theory 1. Sanitation and Sterilization 2. Types 3. Procedures	25	5
XI. Salon Management 1. Business and Professional ethics 2. Care of equipment 3. Compensation Package and Payroll Deductions 4. Licensing Requirements and Regulations 5. Fundamentals of Business Management	55	
TOTAL MINIMUM HOURS OF INSTRUCTION	**975**	**525**

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.

BASIC COSMETOLOGY PROGRAM TESTING AND GRADING PROCEDURE

The following tests and grading procedures are incorporated during the student's 1500-hour course:

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.

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. 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.

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

BASIC COSMETOLOGY INSTRUCTIONAL TECHNIQUES AND METHODS

The Basic Cosmetology 1500 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.