

**MIDLAND COLLEGE
COSMETOLOGY DEPARTMENT
COURSE SYLLABUS**

COURSE NUMBER: CSME 1443 (2-5-0)

COURSE TITLE: MANICURING AND
RELATED THEORY
**Core Curriculum Course*

INSTRUCTOR INFORMATION: SYLVIA STEPHENS
OFFICE LOCATION: Rm. 163, TC Building, Cosmetology
PHONE: (432) 685-6722
E-MAIL ADDRESS: sstephens@midland.edu
OFFICE HOURS: Tuesday: 7:00 - 8:00
Wednesday: 7:00 - 8:00
Thursday: 9:00 - 5:00
or by appointment

COURSE DESCRIPTION:
Presentation of the theory and practice of nail technology. Topics include terminology, application, and workplace competencies related to nail technology

END-OF-COURSE OUTCOMES:

- Demonstrate competency in professionalism
- Demonstrate competency in sanitation, sterilization, and bacteriology
- Demonstrate competency in manicure procedures
- Demonstrate competency in Safety Precautions
- Demonstrate competency in cosmetic ingredients and chemistry
- Demonstrate competency in pedicure procedures
- Demonstrate competency in TDLR rules and regulations in relation to manicure
- Demonstrate competency in hand and foot massage

COURSE REQUIREMENTS:

- Attend class regularly
- Record clock hours
- Wear required uniform
- Bring supplies and textbook daily
- Write a report on an assigned topic and possibly give an oral report
- Complete exams covering specified unit material
- Perform the skills taught in theory in an effort to reinforce learning
- Participate in class assignments by working on manikin, models, or another classmate, and allow other students to perform temporary services on them

TEXTBOOK/SUPPLIES:

Milady's Standard Cosmetology
Milady Publishing Co., Clifton Park, NY 120652919, 2008
Milady's Standard Theory Workbook
Milady's Standard Practical Workbook
Milady's Standard Cosmetology-web Tutor on Canvas

METHOD OF EVALUATION:

- 33% Weekly lab assignments
Practical skill assignments
- 33% Weekly classroom assignment
Theory workbook
Practical workbook
Worksheets
Weekly exams
- 34% Attendance

Make up hours: Students will be allowed to make up hours with an excused absence, such as illness, legal issues or family matters, with approval from an instructor and appropriate documentation.

COURSE SCHEDULE:

Monday through Thursday
7:00 a.m. to 5:00 p.m.

SCHOLASTIC DISHONESTY:

Cheating, including but not limited to, sharing work, copying, providing answers to another student, using notes/books/materials, is not allowed. Plagiarism is not allowed on our campus and you can fail or be removed from school permanently.

AMERICANS WITH DISABILITIES ACT (ADA) STATEMENT:

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must place documentation on file with the Counselor/Disability Specialist. Students with disabilities should notify Midland College prior to the beginning of each semester. Student Services will provide each student with a letter to the instructor at the beginning of the semester.

Students MUST actively participate by completing an academic assignment required by the instructor by the official census date. Students who do not actively participate in an academically-related activity will be reported as never attended and dropped from the course.

DIVISION INFORMATION:

Program Chair: J. Michael Fields
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