



INSTRUCTIONAL PACKAGE

COS 151
Dermatology

Effective Term
Fall 2025/Spring 2026/Summer 2026

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Part I: Course Information

Effective Term: Fall 2025/Spring 2026/Summer 2026

COURSE PREFIX: COS151

COURSE TITLE: Dermatology

CONTACT HOURS: 1 Lecture 6 Lab

CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

Skin care sciences are the foundational knowledge for the Esthetician. This course will give the student the knowledge necessary to identify the components of the skin, its disorders, diseases, and treatments.

COURSE DESCRIPTION:

This course is the study of the structure, functions, conditions and disorders of the skin.

PREREQUISITES/CO-REQUISITES:

(Background Check Form 1)

REQUIRED MATERIALS:

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

Uniforms

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.

Access to myHGTC portal for student self-services.

College email access – this is the college's primary official form of communication.

STUDENT IDENTIFICATION VERIFICATION

Students enrolled in online courses will be required to complete identity verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

Part II: Student Learning Outcomes**COURSE LEARNING OUTCOMES and ASSESSMENTS*:**

Module Subject	Learning Objectives	Assignments/Assessments
<i>Chapter 2</i> Why study Anatomy and Physiology Basic Structure of a Cell Types of Tissue	LO 1 Explain why Estheticians need knowledge of Anatomy and Physiology LO 2 Describe the Basic Structure of a Cell LO 3 Describe the Four Types of Tissue	As assigned in D2L/ CIMA
Functions of Major Organs and Systems	LO 4 Define the functions of major organs and systems of the body that intersect with the integumentary system and esthetics. LO 5 List the five accessory organs to the skin. LO 6 Identify the five functions of the skeletal system. LO 7 Recognize the muscles involved in esthetic massage. LO 8 Describe the three nerve branches of the head, neck, and face	As assigned in D2L/ CIMA

	<p>essential for performing facial treatments.</p> <p>LO 9 Outline how the circulatory system influences the health of the skin.</p>	
<p>Interdependence of Lymphatic, Circulatory and Immune Systems</p> <p>Endocrine System</p> <p>Reproductive System</p> <p>Respiratory System</p>	<p>LO 10 Explain the interdependence of the lymphatic, circulatory, and immune systems.</p> <p>LO 11. Identify the glands that make up the endocrine system.</p> <p>LO 12 List how hormonal changes in the reproductive system can affect the skin.</p> <p>LO13 Describe what occurs during inhalation and exhalation.</p>	As assigned in D2L/CIMA
<p>Digestive System</p> <p>Excretory System</p>	<p>LO 14 Explain the five steps in digestion</p> <p>LO 15 List the five organs that comprise the excretory system.</p>	As assigned in D2L and CIMA
Physiology and Histology of the Skin	LO1 Describe why learning the physiology and histology of the skin makes you a better esthetician.	As assigned in D2L and CIMA
<p>Attributes of Healthy Skin</p> <p>Six Primary Functions</p> <p>Layers of Skin</p>	<p>LO2 Describe the attributes of healthy skin</p> <p>LO3 Distinguish the six primary functions of the skin.</p>	As assigned in D2L and CIMA

	LO4 Explain the function of each layer of the skin, from the deepest to the surface.	
Appendages of Skin Types of Nerves Types of Glands Skin Health	LO5 Identify a hair follicle as an appendage of the skin. LO6 Identify nails as an appendage of the skin. LO7 Describe the functions of the two types of nerves. LO8 Explain what is produced by the two types of glands of the skin LO9 Distinguish the factors influencing skin health.	As assigned in D2L and CIMA
Knowledge of Disease and Disorders Collaborations between Esthetics and Dermatology	LO1 Explain why knowledge of diseases and disorders is valuable for an esthetician. LO2 Describe how an esthetician and a dermatologist can work collaboratively.	As assigned in D2L and CIMA

Skin Lesions Types of Skin Cancer Types of Acne	LO3 Identifies the differences between primary, secondary, and tertiary skin lesions. LO4 Recognize skin changes that could indicate a type of skin cancer. LO5 Describe the types of acne.	As assigned in D2L and CIMA
PCOS Disorders	LO6 Describe the symptoms of polycystic ovarian syndrome (PCOS). LO7 List common vascular conditions or disorders.	As assigned in D2L and CIMA

	LO8 Identify pigment disorders.	
Types of Dermatitis Types of Hypertrophies	LO9 Describe the different types of dermatitis. LO10 Identify the types of hypertrophies.	As assigned in D2L and CIMA
Contagious Diseases Common Conditions Related Skin Diseases and Disorders Sudoriferous Gland Disorders	LO11 Define nine contagious skin and nail diseases. LO12 Identify two mental health conditions that may manifest as skin conditions. LO13 Recognizes common skin conditions related to skin diseases and disorders. LO14 Explain five sudoriferous gland disorders.	As assigned in D2L and CIMA
Skin Care Products and Ingredients Cosmetic Regulations, Laws, and Safety Cosmetic Ingredients	LO1 Explain how skin care products and ingredients are significant to estheticians. LO2 Describe cosmetic regulations, laws, and product safety. LO3 Distinguish cosmetic ingredient sources and popular terms. LO4 Describe the main types of ingredients in cosmetic chemistry. LO5 Identify beneficial ingredients for skin types and conditions.	As assigned in D2L and CIMA
Home Care Products Professional Skin Care Line	LO6 Select appropriate products for facial treatments and home care use. LO7 Recommend home care products with confidence.	As assigned in D2L and CIMA

	LO8 Summarize the points to consider when choosing a professional skin care line.	
Chemistry and Chemical Safety Solutions, Suspensions and Emulsions	LO1 Explain chemistry and chemical safety. LO2 Identify the basics of chemical structure. LO3 Explain the differences between solutions, suspensions, and emulsions.	As assigned in D2L and CIMA
Ph Scale Neutralization and Redox Reactions Chemical Safety	LO4 Describe potential hydrogen and how the pH scale works. LO5 Summarize neutralization and redox reactions. LO6 Practice chemical safety. LO7 Interpret Safety Data Sheets.	As assigned in D2L and CIMA

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:

Students’ performance will be assessed, and the weight associated with the various measures/artifacts are listed below.

EVALUATION*

Tests/Quizzes	10%
Assignments	25%
Projects	25%
CIMA Assignments	10%
Final Exam	15%
	100%

****Students, for the specific number and type of evaluations, please refer to the Instructor’s Course Information Sheet.***

GRADING SYSTEM:

State the College's or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10-point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, F= 69 and below.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student, and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Part V: Student Resources



THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. Academic tutors for most subject areas, Writing Center support, and Academic Coaching for college success skills.
2. Online tutoring and academic support resources.
3. Professional and interpersonal communication coaching in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring or coaching, contact the SSTC at sstc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email sstc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the SSTC [Online Resource Center](#) to access on-demand resources.



STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following free resources:

1. Getting around HGTC: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. In-person and remote assistance are available for Desire2Learn, Student Portal, Degree Works, and Office 365.
3. Chat with our staff on TECH Talk, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552. Visit the Tech Central website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324), Option # 1.



HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries have librarians and staff who can aid with research, computers to support academic research and related school-work, and individual/group study rooms. Printing is available as well at each location. Visit the [Library](#) website for more information or call (843) 349-5268.

STUDENT TESTING:

Testing in an **online/hybrid** course and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L.

- Test administered in writing on paper.
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

Furthermore, tests may have time limits and/or require a proctor.

Testing candidates must make their appointments 24 hours in advance.

Students must bring a physical ID in order to take a test.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Students seeking accommodations are encouraged to visit HGTC's [Accessibility and Disability Service webpage](#) for detailed information.

It is the student's responsibility to self-identify as needing accommodations and to provide appropriate documentation. Once documentation is submitted, the student will participate in an interactive process with Accessibility and Disability Services staff to determine reasonable accommodations. Students may begin the accommodations process at any time; however, accommodations are **not retroactive** and will only be applied from the point at which they are approved. Students must contact the office **each semester** to renew their accommodations.

For assistance, please contact the Accessibility and Disability Services team at disabilityservices@hgtc.edu or 843-796-8818 (call or text).

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Our sincere commitment to both effective business management and equitable treatment of our employees requires that we present this Policy Statement as an embodiment of that commitment to the fullest.

Discrimination is conduct that includes unjust or prejudicial treatment based upon an individual's sex, race/color, religion, national origin, age, disability, service in the uniformed services (as defined in state and federal law), veteran status, political ideas, marital or family status, pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation, genetic information, genetic identity, gender expression, or sexual orientation that excludes an individual from participation in, denies the individual the benefits of, treats the individual differently, or otherwise adversely affects a term or condition of a person's working or learning environment. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:

Student and prospective student inquiries concerning Section 504, Title II, Title VII, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.

Dr. Melissa Batten, VP Student Affairs

Title IX, Section 504, and Title II Coordinator
Building 1100, Room 107A, Conway Campus
PO Box 261966, Conway, SC 29528-6066
843-349-5228
Melissa.Batten@hgtc.edu

Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.

Jacquelyne Snyder, VP Human Resources

Affirmative Action/Equal Opportunity Officer and Title IX Coordinator
Building 200, Room 205B, Conway Campus
PO Box 261966, Conway, SC 29528-6066
843-349-5212
Jacquelyne.Snyder@hgtc.edu

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

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PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the *Pregnancy Intake Form* that can be found [here](#).