



INSTRUCTIONAL PACKAGE

COS 222

Cosmetology Clinical Practice II

Fall 2017

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: Fall 2017

COURSE PREFIX: COS 222

COURSE TITLE: Cosmetology Clinical II

CONTACT HOURS: 0 Lecture 9 Lab

CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

The purpose of Cosmetology Clinical Practice II is to provide the student with the advanced concepts and vocabulary in cosmetology. The student will be able to apply the cosmetology techniques to complete a hairstyle and other salon services to the satisfaction of the client. Additionally, skills and knowledge preparation will allow the student to prepare for South Carolina State Licensure exams.

COURSE DESCRIPTION:

This course is an integration of cosmetology skills in a simulated salon environment to provide additional practical hours in skill development.

PREREQUISITES/CO-REQUISITES:

(Credit level COS 220 Minimum Grade of C or Credit level COS 220 Minimum Grade of TC) and (Credit level COS 112 Minimum Grade of C or Credit level COS 112 Minimum Grade of TC) and (Credit level COS 155 Minimum Grade of C or Credit level COS 155 Minimum Grade of TC)

REQUIRED MATERIALS:

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE](#).

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

ADDITIONAL REQUIREMENTS:

*I am responsible for printing and reading a Horry-Georgetown Technical College – Cosmetology Student Manual; this can be found on WaveNet/D2L.

- 1 – New Manikin for State Board Procedures
- New Uniforms, if old uniforms are soiled.
- Cosmetology Kit Cosmetology.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC’s student portal for course materials.
WaveNet and D2L email access.

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 for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

1. Demonstrate roller control, hair styles, hair cutting, nail care, skin care.
2. Demonstrate hair color and lightening & basic haircuts.
3. Demonstrate permanent waving applications/processing and chemical relaxing applications/processing.
4. Demonstrate product knowledge for creative thermal hair designs and wet set designs.
5. Demonstrate manicuring and pedicuring techniques.
6. Demonstrate from salon manager (guest speaker) – how to suggest with communication with clientele.
7. Safety and sanitation procedure for all equipment, chemical/non-chemical services
8. State Board review for practical and written (Review will come from Candidate Information Bulletin)

Week One and Two	<p>Students will complete assigned project sheets for review on the following topics:</p> <ul style="list-style-type: none"> • Haircutting • Color • Chemical Services • Skin Care • Nail Care • Client protection and infection control <p>Evaluation will include:</p> <ul style="list-style-type: none"> • Completion of project sheets • Clinical evaluation • Time management • Client outcome and desired results <p>Written exam for State Board review</p> <p>Review for Practical Exam including: – per PCS Candidate handout</p> <ul style="list-style-type: none"> • Set up and sanitation • Thermal curl

	<ul style="list-style-type: none"> • Haircutting
Week Three and Four	<p>Students will complete assigned project sheets for review on the following topics:</p> <ul style="list-style-type: none"> • Haircutting • Color • Chemical Services • Skin Care • Nail Care • Client protection and infection control <p>Evaluation will include:</p> <ul style="list-style-type: none"> • Completion of project sheets • Clinical evaluation • Time management • Client outcome and desired results <p>Written exam for State Board review</p> <p>Review for Practical Exam including:</p> <ul style="list-style-type: none"> • Set up and sanitation • Chemical Services – per PCS Candidate handout
Week Five and Six	<p>Students will complete assigned project sheets for review on the following topics:</p> <ul style="list-style-type: none"> • Haircutting • Color • Chemical Services • Skin Care • Nail Care • Client protection and infection control <p>Evaluation will include:</p> <ul style="list-style-type: none"> • Completion of project sheets • Clinical evaluation • Time management • Client outcome and desired results <p>Written exam for State Board review</p> <p>Review for Practical Exam including:</p> <ul style="list-style-type: none"> • Set up and sanitation • Facial services and waxing -per PCS Candidate handout
Week Seven and Eight	<p>Students will complete assigned project sheets for review on the following topics:</p> <ul style="list-style-type: none"> • Haircutting • Color • Chemical Services • Skin Care • Nail Care • Client protection and infection control <p>Evaluation will include:</p> <ul style="list-style-type: none"> • Completion of project sheets • Clinical evaluation • Time management

	<ul style="list-style-type: none"> • Client outcome and desired results Written exam for State Board review Review for Practical Exam including: <ul style="list-style-type: none"> • Set up and sanitation • Manicure services - per PCS Candidate handout
Week Nine and Ten	Students will complete assigned project sheets for review on the following topics: <ul style="list-style-type: none"> • Haircutting • Color • Chemical Services • Skin Care • Nail Care • Client protection and infection control Evaluation will include: <ul style="list-style-type: none"> • Completion of project sheets • Clinical evaluation • Time management • Client outcome and desired results Written exam for State Board review Review for Practical Exam including: all areas per Candidate handbook
Exam week	Written and practical exam – per Candidate Handbook

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

General Education Outcomes

This course fulfills the following General Education Outcomes through the (State Board Written and Practical examination). Upon completion of this course, students will be able to:

(Check all that apply.)

- Communicate effectively;
- Think critically;
- Self and professional development.

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*

Practical Component (Lab and Clinical Participation)

- **Class participation and Assigned MindTap activities** **40%**

Written Component (Tests, Assignments, Projects, Portfolios, Discussions, Etc.)

- **Five Written exams** **40%**

Final Exam (Written and Practical per candidate handbook – State Board) **20%**

100%

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

GRADING SYSTEM:

Cosmetology Departmental Grading System:

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = Below 60

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 ([ACADEMIC CALENDAR](#)). You must attend at least one meeting of all of 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 eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course. However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

***** PLEASE SEE THE COSMETOLOGY STUDENT MANUAL FOR ATTENDANCE POLICY DUE TO OUR PROGRAMS HAS A MORE STRICT ATTENDANCE POLICY...**

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, 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

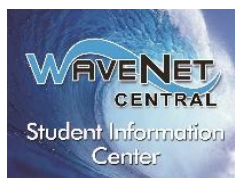


The Student Success and Tutoring Center (SSTC)

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

1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455. Room locations and Live Chat is available on the SSTC website.



Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC**: General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Student Testing:

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through RPNOW, 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. Inquiries may be directed to Jocelyn Williams, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

Title IX Requirements

The South Carolina Technical College System does not discriminate on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, gender identity, or pregnancy in educational programs and activities as required by Title IX. As outlined in the Violence Against Women Act, Horry Georgetown Technical College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Students who believe he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking are encouraged to report such incidents to the Title IX Coordinators:

Dr. Melissa Batten, AVP of Student Affairs
Building 1100, Room 107A, Conway Campus
843-349-5228

Melissa.Batten@hgtc.edu

Jacquelyne Synder, AVP of Human Resources
Building 200, Room 212A, Conway Campus
843-349-5212

Jacquelyne.Synder@hgtc.edu

*Faculty and Staff are required to report incidents to the Title IX Coordinators 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).