

## Master Cosmetologist Course Details

Phase I (1 - 250 hours)				
Course #	Course Name	Description	Hours	Chapters Covered
COS 110	Safety & Sanitation	a. General Chemistry b. Sanitation & Sterilization c. EPA; OSHA; Bloodspill Procedures d. AIDS; HIV; and Communicable Diseases	40	1, 2, 3, 4
COS 120	Theory of Nail and Skin Care	a. Concepts and Principles of Nail Care & Instrument Handling (10 hours) b. Concepts and Principles of Skin Care Procedures and Techniques (15 hours)	25	7, 8, 9, 10
COS 130	Theory of Hair Cutting & Dressing & Scalp Treatments/Conditioning	a. Theory of Hair Cutting (25 hours) b. Theory of Hairdressing (35 hours) c. Theory on Shampooing (15 hours) d. Theory of Scalp Treatments and Conditioning (20 hours)	95	15, 16, 17 (brief overview of each)
COS 140	Theory of Permanent Waving and Hair Coloring	a. Chemistry of permanent wave solution and its reaction b. Chemistry of relaxers and their reactions c. Principles of permanent wave rod placement d. Chemistry of Color e. Principles of color application f. Chemical reaction of hair color	90	11, 12, 13, 14
<b>TOTALS</b>			<b>250</b>	
Phase II (251 - 1500 hours)				
Course #	Course Name	Description	Hours	Chapters Covered
COS 200	Advanced Theory I	a. Cleansing and Disinfecting b. Physiology c. Electricity d. Safety Precautions e. Chemistry of Beauty Products & Composition of Tints, Dyes, and Bleaches f. Salesmanship g. Telephone Etiquette h. Salon Department: courtesy, neatness, professionalism	100	5, 6
COS 210	Advanced Theory II & Sanitation	a. Social Skills b. Reception or Desk Work c. Arts and Ethics d. State Board of Cosmetology Rules and Laws e. Sanitizing and Disinfecting Tools, Implements, and Equipment (5 hours / 10 applications)	55	30, 31, 32
COS 220	Laboratory Applications	a. Preparing Germicidal Solutions b. Preparing Shampoos c. Preparing tints and bleaches d. Practical training in washing and sanitizing all equipment	50	N/A
COS 300	Scalp and Hair Treatment	a. Practical applications (49 applications): brushing and manipulations, corrective treatments, and reconditioning treatments	49	15
COS 310	Hairdressing, Shampoo, and Comb-out	a. Theory of Hairdressing, Shampoo, and Comb-Out (85 hours) b. Practical applications (170 hours/applications)	255	16, 17
COS 320	Hair Cutting and Shaping	a. Practical applications (124.5 hours / 166 applications)	124.5	18
COS 330	Permanent Waving	a. Practical applications (150 hours / 50 applications)	150	19
COS 340	Chemical Hair Relaxing	a. Practical Applications - Virgin Hair (82 hours / 42 applications) b. Practical Applications - Chemical Retouch (57 hours / 38 applications)	139	20
COS 350	Hair Coloring and Lightening	a. Temporary Rinses and Semi-Permanent Color (9 hrs / 12 apps) b. Virgin Color (40 hrs / 20 apps) c. Color Retouches (20 hrs / 10 apps) d. Hair Bleaching and Lightening (80 hrs / 40 apps) e. Predisposition Tests (3 hours) f. Color Removal (3 hours)	155	21
COS 400	Basic Facial & Skin Techniques	a. Facial Treatment (30 hours / 30 apps) b. Make-up Applications (20 hours / 20 apps) c. Brow & Lash Tint (2.5 hours / 5 apps) d. Lip, Chin, & Face Hair Removal (10 hours / 20 apps) e. Brow Tweezing (10 hours / 20 apps) f. Brow Waxing (10 hours / 20 apps)	82.5	22, 23, 24
COS 500	Basic Nail Techniques	a. Manicures with Forearm Massage (25 hours / 25 apps) b. Pedicures with Foot/Leg Massage (20 hours / 20 apps) c. Nail Sculpting (45 hours / 15 apps)	90	25, 26, 27, 28, 29
<b>TOTALS</b>			<b>1250</b>	

# Master Barber Course Details

## Phase I (1-280 hours)

Course #	Course Name	Description	Hours	Chapters Covered
BAR 110	Basic Classroom Theory	(i) chemistry (the basics of physical and chemical changes); (ii) cleansing and disinfection; (iii) hygiene and good grooming; (iv) laws and rules	50	1, 2, 3, 7
BAR 120	Hair and Scalp Treatments, Shampooing, and Conditioning	(i) hair analysis; (ii) scalp condition; (iii) treatments; (iv) proper procedure of shampooing (towel application, draping); (v) knowledge of shampoo formulas; (vi) water temperatures	25	4, 6
BAR 130	Shaving	(i) shaving (proper handling technique of straight razor learning the fourteen (14) stroke process)	25	13
BAR 140	Coloring of Hair	(i) bleaching; (ii) high and low lighting; (iii) permanent color; (iv) semi permanent color; (v) temporary rinse	25	18
BAR 150	Hair Cutting and Styling	(i) proper handling of implements (razor, shears, clippers, trimmers, edgers) (ii) 35 hours of training on mannequins	70	5
BAR 160	Facial Hair Design & Waxing	(i) theory of facial massage; (ii) equipment; (iii) facial treatments	20	12
BAR 170	Permanent Waving, Relaxing, and Chemical Applications	(i) the chemistry of permanent wave solution; (ii) technique of placing wave rods on client heads	65	17
<b>TOTAL HOURS</b>			<b>280</b>	

## Phase II (281-1500 hours)

BAR 200	Advanced Theory	(i) Theory of Hairstyling (ii) Theory of Shaving (iii) Electricity	200	8, 15
BAR 210	Hairstyling and Cutting	(i) proper handling of instruments; (ii) improper handling of instruments; (iii) training on mannequins and live models - 500 applications	500	14, 16
BAR 220	Shaving	(i) proper handling of instruments; (ii) proper disposal of razor blades in sharps container; (iii) improper handling of instruments; (iv) training on mannequins and live models - 50 applications	25	9

BAR 230	Shampooing	(i) proper procedure of shampooing; (ii) knowledge of shampoo formulas; (iii) water temperature (iv) 40 practical applications	5	11
BAR 240	Facial Hair Design and Waxing	(i) 30 practical applications	10	13
BAR 250	Scalp Treatment Techniques	(i) hair analysis; (ii) scalp conditions; (iii) treatments	10	10
BAR 260	Permanent Waving, Relaxing, and Chemical Applications	(i) the chemistry of cold wave solution relaxers and reaction; (ii) techniques of placing cold wave rods on client's head; (iii) chemistry of color, technique of color and chemical action of hair color (iv) 66 practical applications	270	17, 18
BAR 300	Additional Instruction & State Board Exam Prep	(i) additional instruction based on individual student needs (ii) GA state board exam preparation	200	19, 20, 21
<b>TOTAL HOURS</b>			<b>1220</b>	

## Esthetician Course Details

### Phase I (1-250 hours)

Course #	Course Name	Description	Hours	Chapters Covered
ESTH 110	Professional Practices	(i) bacteriology, cleansing and disinfection; (ii) personal hygiene; (iii) public health and safety; (iv) EPA, OSHA, chemicals, infection control standards, and blood spill procedures; (v) AIDS, HIV, and communicable diseases; (vi) methods (vii) facility hygiene, clean-up applications and procedures	150	5, 11
ESTH 120	Business Practices and Professional Ethics	(i) State Board Rules and Laws; (ii) esthetician salon development; (iii) business insurance; (iv) client records; (v) confidential ethics; (vi) medical record keeping; (vii) write your resume; and (viii) the job interview (ix) professional attitude and personal image (20 hours)	100	1, 2, 3, 4
<b>TOTAL HOURS</b>			<b>250</b>	

### Phase II (251-1500 hours)

ESTH 200	Advanced Skin Sciences & Theory	(i) histology of the skin: cell and tissue. (ii) dermatology and physiology: (iii) Theory: (a) medical terminology; (b) medical charting; (c) clinical cleansing and disinfection; (d) patient psychology; (e) customer service; (f) advanced skin analysis/diseases; (g) camouflage make-up	320	6, 7, 8, 9, 10
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ESTH 210	Spa/Salon Management & Cleansing/Disinfecting Tools and Equipment	<p>(i) front desk;  (ii) marketing: business, client, product;  (iii) managerial responsibilities;  (iv) client retention and tracking;  (v) business management;  (vi) business record management;  (vii) profit and loss statement management</p> <p>(i) implements (brushes, tools, and skin care implements) - (3 service application hours/6 applications);  (ii) facial stations, beds and equipment - (1 service application hours/2 applications); and  (iii) hair removal and waxing stations - (1 service application hour/2 applications).</p>	80	14, 21, 22, 23
ESTH 310	Body Treatments	<p>(i) massage - (25 service application hours/25 applications);  (ii) wraps - (15 service application hours/15 applications);  (iii) cellulite - (10 service application hours/10 applications);  (iv) aromatherapy - (10 service application hours/10 applications);  (v) reflexology - (10 service application hours/10 applications)</p>	70	13, 16, 19
ESTH 320	Facial Treatments	<p>(i) spa facials - (75 service application hours/75 applications);  (ii) machine facials - (30 service application hours/30 applications);  (iii) pre-op therapy - (5 service application hours/10 applications);  (iv) post-op therapy - (5 service application hours/10 applications)</p>	115	15, 17
ESTH 330	Make-Up Techniques	<p>(i) client consultation and skin analysis - (20 service application hours/40 applications);  (ii) application - (30 service application hours/30 applications);  (iii) contouring - (10 service application hours/20 applications);  (iv) color accent - (10 service application hours/20 applications);  (v) camouflage make-up - (10 service application hours/10 applications); and  (vi) eye lash tabbing and strips - (10 service application hours/20 applications)</p>	90	12, 20
ESTH 340	Hair Removal Techniques	<p>(i) lip, chin, face (tweezing, waxing, threading) - (10 service application hours/20 applications);  (ii) leg waxing - (20 service application hours/20 applications);  (iii) bikini waxing - (10 service application hours/20 applications);  (iv) torso, back, and arm waxing - (10 service application hours/20 applications);  (v) brow arching and shaping - (25 service application hours):  (a) brow tweezing and threading - (10 service application hours/20 applications);  (b) brow waxing - (10 service application hours/20 applications);  (c) brow lashing and tinting - (5 service application hours/10 applications).</p>	75	18

TOTAL HOURS	750	
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# Nail Technician Course Details

## Phase I (1 - 140 hours)

Course #	Course Name	Description	Hours	Chapters Covered
NAIL 100	Basic Theory	(i) personal hygiene, professional ethics, and customer relations; (ii) cleansing and disinfection, public health and safety, infection control and bacteriology; (iii) AIDS, HIV, and other communicable diseases; (iv) EPA, OSHA, other government standards, blood spill procedure;	35	1, 2, 3, 4
NAIL 110	Basic Theory I	(v) physiology and anatomy (vii) nail composition and structure, nail disorders and nail diseases	40	6, 7, 8, 9
NAIL 120	Basic Theory II	(i) chemistry (ii) Basics of Electricity (ix) methods and procedures and implements (vi) the art of massage and massage techniques, introduction to reflexology;	35	10, 11, 12
NAIL 130	Basic Theory III	(x) salon business; (a) salon development and business operations; (b) client consultations; (c) business development; (d) marketing, advertising, and retailing; (e) career/business planning; (f) GA State Board laws and rules	30	20, 21, 22
<b>TOTAL HOURS</b>			<b>140</b>	

## Phase II (141 - 600 hours)

NAIL 200	Advanced Theory	(i) Sanitizing and Disinfection of Tools, Implements, and Equipment - 5 hours/10 apps: (a) implements (brushes, tools, and nail care implements) - 3 hours/6 apps; (b) manicure stations, pedicure spas, beds and equipment - 2 hours/4 apps	5	5
NAIL 300	Manicuring	Manicure with hand and forearm massage (i) basic, hot oil, and various spa manicures - 70 applications	70	13
NAIL 310	Pedicuring	Pedicure with foot and leg massage (i) basic and various spa pedicures) - 60 applications	60	14
NAIL 320	Nail Sculpting	(i) 30 applications	60	15
NAIL 330	Artificial Tip Applications with Overlay	(i) 30 applications (ii) Fill-in application - 40 hours/40 apps (i) Nail wrapping (silk, linen, etc. on natural nails only) - 20 hours/20 apps	120	16, 17
NAIL 400	Advanced Techniques I	(ii) UV Gel Nails - 20 hours/20 apps;	40	18
NAIL 410	Advanced Techniques II	(i) Artificial nail removal/nail repair - 10 hours/20 apps; (ii) Professional nail drill usage with professional drill designed for fingernails only - 5 hours/10 apps; (iii) Nail art techniques - 5 hours/5 apps; (iv) Airbrush nail art - 5 hours/5 apps; (v) Paraffin treatments on hands and feet - 5 hours/10 apps	40	19
NAIL 420	Student Competition and Additional Advanced Techniques	(i) Student competition - 20 applications (ii) Additional instruction and advanced techniques	65	
<b>TOTAL HOURS</b>			<b>460</b>	

# Cosmetology Instructor Course Details

## Quarter 1 (1 - 375 hours)

Course #	Course Name	Description	Hours	Study Days	Chapters Covered
COS 510	Theory of General Education I	a. Cosmetology Laws, Rules, & Regulations (12.5 hours) b. Principles of Teaching Cosmetology c. Principles of Teaching Nail Care d. Principles of Teaching Skin Care	125	25	V1 - 1, 2, 3
COS 520	Theory of General Education II	a. Cosmetology Laws, Rules, & Regulations (12.5 hours) b. Principles of Teaching Cosmetology c. Principles of Teaching Nail Care d. Principles of Teaching Skin Care	125	25	V1 - 3, 4, 5
COS 530	Teaching Techniques & A/V Aids I	a. Curriculum Development b. Lesson Plans & Presentations c. Demonstrations & Lectures d. Various Methods of Evaluation	125	25	V1 - 6, 7, 8, 9

<b>TOTAL HOURS</b>			<b>375</b>	<b>75</b>	
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## Quarter 2 (376 - 750 hours)

COS 540	Teaching Techniques & A/V Aids II	a. Curriculum Development b. Lesson Plans & Presentations c. Demonstrations & Lectures d. Various Methods of Evaluation	100	20	10, 11 V2 - 9
COS 600	Practice of Teaching I	Students will be supervised in conducting actual lectures & demonstrations to the classroom of Cosmetology students	90	18	V2 - 1, 2, 3
COS 610	Practice of Teaching II	Students will be supervised in conducting actual lectures & demonstrations to the classroom of Cosmetology students	185	37	V2 - 4, 5, 6, 7, 8

<b>TOTAL HOURS</b>			<b>375</b>	<b>75</b>	
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\*\*All Instructor Students will be supervised by a School Instructor at all times\*\*



## Master Cosmetologist Crossover

1-300 hours

Course #	Course Name	Description	Hours	Chapters Covered
BAR 310	Basic Classroom Theory	(i) Laws and rules (ii) Theory of Hairstyling (ii) Theory of Shaving	60	5, 7, 8, 12
BAR 320	Hair Cutting and Styling	(i) proper handling of instruments; (ii) improper handling of instruments; (iii) training on mannequins and live models - 230 applications	115	13, 14, 15, 16
BAR 330	Shaving & Trimming	(i) proper handling of instruments; (ii) proper disposal of razor blades in sharps container; (iii) improper handling of instruments; (iv) training on mannequins and live models - 60 applications shaving and 60 applications trimming	50	9
BAR 340	Additional Instruction & State Board Exam Prep	(i) additional instruction based on individual student needs (ii) GA state board exam preparation	75	N/A
<b>TOTAL HOURS</b>			<b>300</b>	

## Master Barber Crossover Program

1-300 hours

Course #	Course Name	Description	Hours	Chapters Covered
COS 700	Health, Safety, and Sanitation (5 service applications)	(i) implements (brushes, combs, shears, clippers, flat irons, curling irons, nail and skin care implements) (ii) pedicure spa bowls, portable or fixed plumbing (iii) waxing and hair removal stations (iv) manicure stations (v) state laws and board rules	5	1, 2, 3, 4
COS 710	Hairstyling & Design	(i) marcel iron and comb-out - (10 credit hours required - ½ credit hours for 20 applications); (ii) fingerwaves - (10 credit hours required - ½ credit hour for 20 applications); (iii) pincurls - (5 credit hours required - ½ credit hour for 10 application); (iv) hair designing (47.5 credit hours) (a) braiding (15 credit hours required - 1 service application hour/15 applications) (b) extensions and weaving (20 credit hours required - 2 service application hours/10 applications) (c) twist/locks (12.5 - ½ service application hour/25 applications)	72.5	15, 16, 17, 18, 19, 20, 21
COS 720	Nail Care	(i) manicures, pedicures, and nail sculpting (90 hours) (ii) manicures with hand and forearm massage (25 hours) (iii) pedicures with foot and leg massage (20 hours) (iv) nail sculpting (45 hours)	180	25, 26, 27, 28, 29
COS 730	Skin Care	(i) make-up applications - (10 service application hours/10 applications); (ii) brow and lash tint - (2.5 service application hours/5 applications); (iii) color accent - (5 service application hours/10 applications); (iv) camouflage make-up - (5 service application hours/5 applications); (v) eye lash tabbing and strips - (4 service application hours/8 applications). (vi) individual eye lash extensions (medical grade adhesive) - (11 service application hours/22 applications) (vii) hair removal, waxing, threading and tweezing - (5 service application hour/10 applications);	42.5	22, 23, 24
<b>TOTAL HOURS</b>			<b>300</b>	