

Cosmetology I

Primary Career Cluster:	Human Services
Consultant:	Elizabeth Rafferty, (615) 532-2840, Elizabeth.Rafferty@tn.gov
Course Code(s):	TBD
Prerequisite(s):	None
Credit:	1
Grade Level:	9-10
Graduation Requirements:	This course satisfies one of three credits required for an elective focus when taken in conjunction with other Human Services courses.
Programs of Study and Sequence:	This is the first course in the program <i>Cosmetology</i> program of study.
Aligned Student Organization(s):	SkillsUSA: http://tnskillsusa.com/ Tracy Whitehead, (615) 532-2804, Tracy.Whitehead@tn.gov
Coordinating Work-Based Learning:	Teachers are encouraged to use embedded WBL activities such as informational interviewing, job shadowing, and career mentoring. For information, visit https://tn.gov/education/topic/work-based-learning .
Available Student Industry Certifications:	None
Dual Credit or Dual Enrollment Opportunities:	There are no known statewide dual credit/dual enrollment opportunities for this course. If interested in establishing a local opportunity, reach out to a local postsecondary institution.
Teacher Endorsement(s):	781
Required Teacher Certifications/Training:	Tennessee Cosmetologist License and Tennessee Cosmetology Instructor License
Teacher Resources:	http://tn.gov/education/article/cte-cluster-human-services

Course Description

Cosmetology I is the foundational course in the Human Services career cluster for students interested in learning more about becoming a cosmetologist. Upon completion of this course, proficient students will gain knowledge in the fundamental skills in both theory and practical applications of cosmetology practices. Laboratory facilities and experiences simulate those found in the cosmetology industry. Upon completion and acquisition of 1500 hours, students are eligible to take the Tennessee Board of Cosmetology Examination to attain a Tennessee Cosmetology License. Artifacts will be created for inclusion in a portfolio, which will continue throughout the full sequence of courses.

Program of Study Application

This is the foundational course in the *Cosmetology* program of study. For more information on the benefits and requirements of implementing these programs in full, please visit the Human Services website at <http://tn.gov/education/article/cte-cluster-human-services>.

Course Standards

History & Influences of the Cosmetology Industry

- 1.) Synthesize research of historical and significant milestones that influenced cosmetology changes from the beginning of civilization to the present. Create an annotated timeline or visual graphic illustrating significant time periods and major impacts of the cosmetology trends on the progression of various styles. Use academic research and news media citing specific textual evidence from research.
- 2.) Research and summarize in a clear and coherent informational artifact (e.g., a brochure, poster, fact sheet, narrative, or presentation) the major influential individuals (historical and current professionals) of the professional beauty industry and their contributions to the cosmetology industry. Include the artists' names, major contributions, and examples of their works. Examples of significant contributors include, but not limited to:
 - a. Max Factor
 - b. Vidal Sassoon
 - c. Madam C.J. Walker
 - d. T.L. Williams
- 3.) Identify and compare ancient methods that have evolved into techniques being used today. Indicate and compare distinguishing features of cosmetics and hair styles used in ancient times to features found today. Compare and contrast the dramatic changes in cosmetic and hair styles and treatments. Develop claim(s) and counterclaim(s) giving reasoning behind the changes while supplying data and text-based evidence.
- 4.) Articulate why a knowledge of history in cosmetology can help predict upcoming trends. Research various credible sources and summarize the intended result of a prediction in an explanatory essay, informational artifact, or presentation.

Cosmetology Career Exploration

- 5.) Compile and analyze career pathways and the potential of income within the cosmetology program of study locally, state-wide, and nationally. Use supporting evidence from multiple sources, such as local job postings and Tennessee Department of Labor and Workforce Development data, to describe the education requirements, job availability, salaries, and benefits. Outline an educational pathway to obtain the necessary level of education and relevant certifications for a chosen occupation in the cosmetology industry, review and revise throughout the program of study. Careers may include the following, but are not limited to:
 - a. Salon Hairstylist
 - b. Salon Owner/Manager
 - c. Skin Care Specialist
 - d. Nail Technician
 - e. Natural Hair Stylist
 - f. Makeup Artist
 - g. Cosmetology Instructor
 - h. State Board Examiner
 - i. Photo/Movie/Theatre Stylist
 - j. Platform Stylist
 - k. Cosmetic Sales Representative
 - l. Cosmetic Research Chemist

- 6.) Describe personal characteristics and aptitudes, including 21st century skills, needed by cosmetologists. Create a rubric for self-assessing 21st century skills and use it to evaluate course assignments and personal work. Examples include the ability to:
 - a. Communicate verbally and nonverbally in a respectful manner with clients and coworkers
 - b. Work effectively in teams and resolve conflicts when necessary
 - c. Demonstrate a positive work ethic
 - d. Understand different cultures and impact on design and hairstyles
 - e. Adapt to changes
 - f. Manage time and resources wisely
- 7.) Research professional organizations and student organizations in cosmetology. Select one of each and cite specific textual evidence from the organization and news articles to summarize into an essay. Include the following:
 - a. The mission of the organization
 - b. Benefits of belonging to the organization
 - c. Credentials provided and how they are obtained and maintained
 - d. Journals, newsletters, reports, and other documents it publishes
 - e. Educational opportunities provided
 - f. Competitive opportunities provided
 - g. Conferences held
 - h. Membership costs, levels, student memberships
 - i. Website, contact information
- 8.) Compile information from the cosmetology career exploration from standards 5 and 7 to create a written or electronic career pathway plan outlining academic and career achievement goals and objectives, as well as a timeline for ongoing reflection throughout the program of study coursework.
- 9.) Drawing upon personal reflection of cosmetology theoretical knowledge, practical skills, and current styles, write a *philosophy of design*. Discuss how to put personal beliefs into practice by including concrete examples of your anticipated career pathway.

Cosmetology State Laws & Licensure

- 10.) Research and summarize in a clear and coherent narrative the legislative and electoral processes of state governments as it relates to cosmetology actions using public documents, textbooks, or government websites. Identify your role as well as the role of public agencies in supporting elected officials to meet goals and objectives, and in endorsing approved legislation.
- 11.) Gather research and analyze information from the Tennessee Department of Commerce & Insurance-Cosmetology and Barber Examiners. Generate a visual representation (e.g., chart, diagram, brochure, etc.) to illustrate important connections to the following:
 - a. Sanitation, disinfection, and safety laws: cleaning and disinfecting of implements and equipment, cleaning and disinfecting work environment, and sanitary procedures and pathogens
 - b. Licensing, certification, and industry credentialing requirements
 - c. Legal responsibilities, behaviors, and practices/procedures (ethical vs. unethical, legal vs. illegal)
- 12.) Assemble a list of professional and governing organizations that provide professional development for cosmetologists in the state of Tennessee. In a written narrative, describe the benefits of ongoing professional development including the state requirements in Tennessee for cosmetologists.

Safety, Sanitation, and Efficient Work Practices

- 13.) Identify personal and jobsite safety hazards and demonstrate practices for safe and healthy work environments. Accurately read, interpret, and demonstrate adherence to safety rules, including but not limited to rules pertaining to Occupational Safety and Health Administration (OSHA) and Environmental Protection Agency (EPA) guidelines, and state and national code requirements. Be able to distinguish between rules and explain why certain rules apply.
- 14.) Define and differentiate possible emergencies and emergency procedures. Create a disaster and/or emergency response plan including real-life examples describing principles and practices of infection control and bloodborne pathogens as it applies to EPA, OSHA and Safety Data Sheets (SDS). Identify decontamination procedures to insure the safety of the client and/or peers in the classroom and laboratory. Apply work-emergency teamwork procedures and social skills in following the rules for professional ethics and demonstrate a cultural awareness of hygiene and socialized differences by using active listening skills.
- 15.) Demonstrate proper set-up and operation of equipment and utilization of materials by mixing chemicals in appropriate proportions according to manufacturer's instructions. Clean and maintain implements by using appropriately mixed chemicals and following the procedures for decontamination of tools. Identify appropriate chemicals and perform disinfecting procedures.
- 16.) Describe, observe, identify, and analyze the functions, structures, and diseases, and disorders of hair, skin and nails. Demonstrate and communicate to the client the proper care of hair, skin, and nails through cleanliness, nutrition, and healthful living. Evaluate and demonstrate proper draping, shampooing and conditioning, and rinsing as it applies to safety or diagnosis of clients.
- 17.) Compile, practice, and critique procedures for maintaining a safe and sanitary environment for clients present in a cosmetology facility. Cite information for the Occupational Safety and Health Administration (OSHA) to identify precautionary guidelines to prevent illness, communicable diseases and injuries. Incorporate safety procedures and complete a safety test with 100 percent accuracy; include exam in course portfolio.

Scientific Foundations of Cosmetology

- 18.) Outline basic concepts of the human body's anatomy and physiology distinguishing between how a client's hair, skin, and nails react to various treatments and services.
 - a. Explain why recognizing the differences between normal and abnormal anatomy is important in determining whether specific treatments and services are appropriate.
 - b. Examine and differentiate bone and muscle structures that will help you use the proper application of services and products for scalp manipulations and facials.Create an informational artifact (e.g., brochure, poster, fact sheet, narrative, or presentation) illustrating why anatomy and physiology is important to the cosmetology profession.
- 19.) Apply concepts related to the basics of chemistry to demonstrate the following:
 - a. Examine the roles of organic and inorganic chemistry, different states of matter, oxidation-reduction reactions, and pure substances and physical mixtures as it relates to cosmetology.
 - b. Explain the differences among solutions, suspensions, and emulsions.
 - c. Evaluate the pH scale and the effects it has on hair, skin, and nails.
- 20.) Research and write an informative essay to distinguish the nature of electricity and electric currents, including explanations on the following that should include but are not limited to:

- a. Principles of electrical equipment and safety
- b. Differences in electromagnetic spectrum, visible spectrum of light, and invisible light
- c. Describe light therapy and benefits

Nails Procedures

- 21.) Analyze and define the different aspects of nail anatomy. Generate a visual representation (e.g., presentation, poster, brochure, etc.) to illustrate the importance of recognition of the following:
- a. Structure
 - b. Growth
 - c. Common and uncommon disorders
 - d. Infectious and noninfectious nail diseases
- 22.) Perform a hand, nail, and skin analysis for a client. Assess and employ the use of sanitary and safety precautions necessary for procedures including proper decontamination and infection control procedures. Organize, use, and care for implements, equipment, and materials used in the manicure and pedicure procedures. Demonstrate proper use of implements and equipment for manicure and pedicure procedures.

Properties and Procedures for Hair

- 23.) Apply concepts related to the properties of the hair and scalp physiology to demonstrate understanding of the following:
- a. Explain the structures of the hair root and hair shaft.
 - b. Analyze and illustrate the chemical composition of the hair including: side bonds of the cortex, hair pigment, wave pattern, and curly hair.
 - c. Identify and evaluate the following: growth cycles of the hair, hair loss causes and treatments, hair disorders, and scalp disorders.
 - d. Perform a hair and scalp analysis including the following factors: texture, density, porosity, elasticity, hair growth patterns, and dry or oily hair and scalp.
- 24.) Demonstrate concepts related to the properties of hair design to apply the following:
- a. Define and give examples of the elements of hair design.
 - b. Identify, define, and give examples of the principles of hair design.
 - c. Recognize and explain the importance and influence of hair type and texture of a client's hairstyle. Define and explain the changes that influence hairstyles with different combinations of hair types and textures.
 - d. Create a visual representation identifying each facial shape and design a beneficial hairstyle for each. Write a narrative for each graphic explaining the purpose for each hairstyle designed for the facial shapes.
- 25.) Describe the techniques and benefits used in proper scalp care, shampooing, conditioning, and draping by demonstrating on illustrative models and/or writing informative texts as it relates to the following:
- a. Massage and specialized treatments
 - b. Hair brushing
 - c. Shampoo and conditioning services
 - d. Professional draping
- 26.) Identify, describe, and effectively demonstrate basic hairstyling techniques and manipulating implements appropriately, include the following, but not limited to:
- a. Sectioning



- b. Wet hairstyling
- c. Finger waving
- d. Roller curls
- e. Comb-Out Techniques
- f. Hair wrapping
- g. Blowdry styling
- h. Thermal hairstyling
- i. Braiding

The following artifacts will reside in the student's portfolio:

- Historical Timeline
- Influential Individuals in Cosmetology Informational Artifact
- Career Pathway Plan
- Professionalism Rubric
- Professional Organization Essay
- Philosophy of Design
- Professional Development Agencies Artifact
- Disaster/Emergency Response Plan
- Safety Exam
- Hair, Skin, and Nails Artifact
- Nail Anatomy Illustration
- Graphics of Demonstrations

Standards Alignment Notes

*References to other standards include:

- P21: Partnership for 21st Century Skills [Framework for 21st Century Learning](#)
 - Note: While not all standards are specifically aligned, teachers will find the framework helpful for setting expectations for student behavior in their classroom and practicing specific career readiness skills.

Cosmetology II

Primary Career Cluster:	Human Services
Consultant:	Elizabeth Rafferty, (615) 532-2840, Elizabeth.Rafferty@tn.gov
Course Code(s):	TBD
Prerequisite(s):	<i>Cosmetology I (TBD)</i>
Credit:	1 credit for theoretical standards. 2 credits for all 24 standards (theoretical and practical).
Grade Level:	10-11
Graduation Requirements:	This course satisfies one of three credits required for an elective focus when taken in conjunction with other Human Services courses.
Programs of Study and Sequence:	This is the second course in the program <i>Cosmetology</i> program of study.
Aligned Student Organization(s):	SkillsUSA: http://tnskillsusa.com/ Tracy Whitehead, (615) 532-2804, Tracy.Whitehead@tn.gov
Coordinating Work-Based Learning:	Teachers are encouraged to use embedded WBL activities such as informational interviewing, job shadowing, and career mentoring. For information, visit https://tn.gov/education/topic/work-based-learning .
Available Student Industry Certifications:	None
Dual Credit or Dual Enrollment Opportunities:	There are no known statewide dual credit/dual enrollment opportunities for this course. If interested in establishing a local opportunity, reach out to a local postsecondary institution.
Teacher Endorsement(s):	781
Required Teacher Certifications/Training:	Tennessee Cosmetologist License and Tennessee Cosmetology Instructor License
Teacher Resources:	http://tn.gov/education/article/cte-cluster-human-services

Course Description

Cosmetology II is the second course in the *Cosmetology* program of study intended to prepare students for careers in cosmetology by developing an understanding of efficient and safe work practices, nail procedures, hair design, and chemical services. Students will gain experience in practical applications of cosmetology practices. Laboratory facilities and experiences simulate those found in the cosmetology industry. Upon completion and acquisition of 1500 hours, students are eligible to take the Tennessee Board of Cosmetology Examination to attain a Tennessee Cosmetology License. Artifacts will be created for inclusion in a portfolio, which will continue throughout the full sequence of courses.

Program of Study Application

This is the second course in the *Cosmetology* program of study. Flexibility is built in to offer this course for either one or two credits, depending on school capacity and early postsecondary opportunities (i.e., dual enrollment or dual

credit). For more information on the benefits and requirements of implementing these programs in full, please visit the Human Services website at <http://tn.gov/education/article/cte-cluster-human-services>.

Recommended Credit

If offering *Cosmetology II* for 1 credit, follow Option A (theoretical standards). If the offering the course for 2 credits, follow Option B (theoretical and practical standards). If all standards in the course are covered, the course is recommended for two credits.

1 Credit – Option A

Content	Standards
Cosmetology Career Readiness	1, 2, 3
Safety, Sanitation, & Efficient Work Practices	4, 5, 6
Nail Procedures	7, 8
Properties & Procedure for Hair	10, 12, 13, 14
Chemical Services	16, 17, 18, 19, 20, 21, 22, 23, 24

2 Credits – Option B

Credit	Standards
Cosmetology Career Readiness	1, 2, 3
Safety, Sanitation, & Efficient Work Practices	4, 5, 6
Nail Procedures	7, 8, 9
Properties & Procedure for Hair	10, 11, 12, 13, 14, 15
Chemical Services	16, 17, 18, 19, 20, 21, 22, 23, 24

Course Standards

Cosmetology Career Readiness

- 1.) Collect Codes of Ethics from various cosmetology-related professional organizations and examine areas of commonality. Debate the significance of including standards in these areas. Synthesize principles from the codes investigated to create a personal code of ethics. Clearly define how the code of ethics relates to the culture of a salon and to retaining clients. Explore different salon cultures possible within the cosmetology industry.
- 2.) Research and demonstrate proper consultation of clients. Practice effective verbal, nonverbal, written, and electronic communication skills for working with clients while demonstrating the ability to: empathize, motivate, listen attentively, speak courteously and respectfully, defuse client's anger or skepticism, resolve conflicting interests, and respond to client objections or complaints to the client's satisfaction. Using simulations, practice problematic clients and consultations using laws as reasoning.
- 3.) Research apprenticeships and postsecondary institutions (colleges of applied technology, community colleges, and four-year universities) in Tennessee and other states that offer cosmetology-related programs. Evaluate each license that is attainable in the cosmetology field. Write an informative paper or develop an infographic identifying entry requirements for a specific apprenticeship or postsecondary program of study, and the secondary courses that will prepare students to be successful in the program.

Safety, Sanitation, and Efficient Work Practices

- 4.) Compile, practice, and critique procedures for maintaining a safe and sanitary environment for clients present in a cosmetology facility. Cite information for the Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA) guidelines, and state and national code requirements to

identify precautionary guidelines to prevent illness, communicable diseases and injuries. Incorporate safety procedures and complete a safety test with 100 percent accuracy; include exam in course portfolio.

- 5.) Demonstrate and explain the rationale behind each of the following concepts:
 - a. Proper set-up and operation of equipment and utilization of materials by mixing chemicals in appropriate proportions according to manufacturer's instructions.
 - b. Clean and maintain implements by using appropriately mixed chemicals and following the procedures for decontamination of tools.
 - c. Identify appropriate chemicals and perform disinfecting procedures.
- 6.) Summarize the different functions, structures, and diseases and disorders of hair, skin and nails, citing your sources. Write a script and create a video or public service announcement explaining how to properly care for hair, skin, and nails through cleanliness, nutrition, and healthful living. Include correct demonstration of draping, shampooing, conditioning, and rinsing as it applies to safety or diagnosis of the clients in the video or public service announcement.

Nail Procedures

- 7.) Research and create an informational artifact (e.g., brochure, poster, fact sheet, narrative, or presentation) explaining safety and sanitary procedures for nails in manicures and pedicures as it applies to advanced techniques, cite your sources. Apply nail wraps using proper techniques and safety and sanitary procedures.
- 8.) Write a narrative analyzing the correct removal application for each nail service or pedicure service technique. Demonstrate proper removal of all materials. Using correct techniques to apply nail tips including all sanitary and safety procedures and chemical processes.
- 9.) Evaluate concepts related to the advanced artificial nail techniques to demonstrate the following while adhering to all manufacturer's directions and safety procedures:
 - a. Correctly apply artificial material, acrylic and gels, to the free edge of the natural nail and or to the full natural nail. Recognize and demonstrate understanding of diseases and disorders of the nail as well as the relationship to size for molding the artificial nail into a natural looking nail.
 - b. Demonstrate comprehension of acetone product reactions to the skin and nails by removing the artificial material from the natural nail plate without damage to the natural nail.
 - c. Apply knowledge of the chemical reactions of products to the skin and nails, correctly demonstrate the ability to properly polish the nail with a base, color and topcoat to make a smooth even shade to the nail, relying on consultation with client. Demonstrate ability to create an artful scene on a minute surface.
 - d. Exhibit awareness of nail diseases and disorders by providing client with the proper information regarding safe nail maintenance.

Properties and Procedures for Hair

- 10.) Differentiate and demonstrate the proper techniques used in scalp care, shampooing, conditioning, and draping including head massage and specialized treatments, hair brushing, shampoo and conditioning services, and sectioning.
- 11.) Identify, describe, and effectively demonstrate hairstyling techniques and manipulating implements appropriately, include the following, but not limited to:
 - a. Advanced thermal hairstyling
 - b. Advanced braiding

- c. Formal hairstyling
- 12.) Incorporating geometric principles, identify the reference points on the head, analyzing the purpose of and interrelationships to their role in haircutting and explaining the importance of balance, consistency, and necessary technique changes.
- 13.) Research and describe the principles and techniques that guide haircutting, including areas of the head, lines, sections, angles, elevation, guidelines, and overdirection. Apply the haircutting principles to conduct an effective client consultation while also incorporating a hair and face shape analysis.
- 14.) Draw on cosmetology texts and other technical documents to compare and contrast types of haircutting implements. Create a written report or visual depiction outlining the implements' characteristics and properties of each type. Describe the costs and other factors that influence the decision to use each type of implement. Discuss the importance of high-quality professional implements, proper fit, and maintenance that is required of each. List of implements may include, but are not limited to the following:
- Haircutting shears
 - Texturizing shears
 - Razors
 - Clippers
 - Trimmers
 - Sectioning clips
 - Combs: wide-tooth, tail, barber, and styling or cutting
- 15.) Demonstrate good posture and body positions while beginning basic haircutting techniques. Write a narrative explaining the importance of good posture and body positions while cutting hair, analyzing the long term effects. Haircutting techniques may include:
- Sectioning techniques in relation to bone structure
 - Elevation
 - Holding shears and comb procedures (combing and actual cutting process)
 - Parting techniques
 - Sectioning techniques for different haircuts and bone structures

Chemical Services

- 16.) Differentiate between the chemical texture services exploring how each service affects the structure of the hair. Write an essay explaining the importance of potential hydrogen (pH) in chemical texture services, include distinguishing factors between sulfur, hydrogen, and disulfide bonds.
- 17.) Research various texts and form a hypothesis explaining why clients choose to use chemical texture services and how a cosmetologist can influence a client's decision. Also include a theory on why chemical services are the most lucrative and repetitive services in salons.
- 18.) Prepare informational artifacts (e.g., brochure, poster, fact sheet, narrative, or presentation) of the following chemical texture service topics:
- Indicate and explain the four chemical reactions that take place during permanent waving.
 - Compare and contrast an alkaline wave and a true acid wave.
 - Explain the purpose of neutralization in permanent waving.
 - Analyze how thio relaxers straighten the hair.
 - Describe how hydroxide relaxers straighten the hair.
 - Explain curl re-forming and how it restructures the hair.



- 19.) Create an illustrative guide that outlines permanent waving procedures. Include discussion for the purpose of the preliminary test curls, types of rods, end papers, directions for sectioning a perm, base placement and base direction, wrapping techniques and patterns, and safety precautions for permanent waving.
- 20.) Create a flyer or graphic illustration that demonstrates reasons for why people color their hair (i.e., covering gray, enhance haircuts, conceal face shape imperfections, trends, etc.). Research and develop a logical explanation of the importance of why learning what specific chemical ingredients are and how they work.
- 21.) Recall and indicate hair characteristics; discuss the importance of evaluating how products affect the hair and how to select the best choices for clients. Analyze and identify levels and their role in formulating hair color in relation to melanin.
- 22.) Analyze the color wheel and apply concepts of color theory to the development of haircolor. Identify techniques that achieve desired hues, values, and intensities. Demonstrate the ability to color mix in various color systems, including color corrections.
- 23.) Research and prepare informational artifacts that provide haircolor classifications and their uses, employing accurate terms and illustrations. Indicate each classification as non-oxidative or oxidative. Provide discussion on natural and metallic haircolor as well as all haircoloring safety precautions. Classifications should include:
 - a. Temporary haircolor
 - b. Semipermanent haircolor
 - c. Demipermanent haircolor
 - d. Permanent haircolor
- 24.) Evaluate chemicals used in the hair coloring process including developers and lighteners.
 - a. Explain the role of hydrogen peroxide in haircolor formulas.
 - b. Compare and contrast lightener processes.

The following artifacts will reside in the student's portfolio:

- Code of Ethics
- EPSO & Postsecondary Informational Artifact
- Safety Exam
- Nail Safety & Sanitation Artifact
- Hair Design Procedural Graphics
- Haircutting & Styling Implements Artifact
- Posture and Body Positions Narrative
- pH Essay
- Chemical Texture Services Client Hypothesis
- Chemical Texture Services Informative Artifacts
- Permanent Illustrative Guide
- Haircolor Classifications
- Chemical Services Procedural Graphics

Standards Alignment Notes

*References to other standards include:

- P21: Partnership for 21st Century Skills [Framework for 21st Century Learning](#)

- Note: While not all standards are specifically aligned, teachers will find the framework helpful for setting expectations for student behavior in their classroom and practicing specific career readiness skills.

Cosmetology III

Primary Career Cluster:	Human Services
Consultant:	Elizabeth Rafferty, (615) 532-2840, Elizabeth.Rafferty@tn.gov
Course Code(s):	TBD
Prerequisite(s):	<i>Cosmetology II (TBD)</i>
Credit:	1 credit for theoretical standards. 2 credits for all 24 standards (theoretical and practical).
Grade Level:	11-12
Graduation Requirements:	This course satisfies one of three credits required for an elective focus when taken in conjunction with other Human Services courses.
Programs of Study and Sequence:	This is the third course in the program <i>Cosmetology</i> program of study.
Aligned Student Organization(s):	SkillsUSA: http://tnskillsusa.com/ Tracy Whitehead, (615) 532-2804, Tracy.Whitehead@tn.gov
Coordinating Work-Based Learning:	Teachers are encouraged to use embedded WBL activities such as informational interviewing, job shadowing, and career mentoring. For information, visit https://tn.gov/education/topic/work-based-learning .
Available Student Industry Certifications:	Tennessee Cosmetologist License – 1010
Dual Credit or Dual Enrollment Opportunities:	There are no known statewide dual credit/dual enrollment opportunities for this course. If interested in establishing a local opportunity, reach out to a local postsecondary institution.
Teacher Endorsement(s):	781
Required Teacher Certifications/Training:	Tennessee Cosmetologist License and Tennessee Cosmetology Instructor License
Teacher Resources:	http://tn.gov/education/article/cte-cluster-human-services

Course Description

Cosmetology III is the third course in the *Cosmetology* program of study intended to prepare students for careers in cosmetology by developing an understanding of efficient and safe work practices, salon business concepts and operations, advanced hair techniques and chemical services, and facial and skin care procedures. Students will gain experience in practical applications of cosmetology practices. Laboratory facilities and experiences simulate those found in the cosmetology industry. Upon completion and acquisition of 1500 hours, students are eligible to take the Tennessee Board of Cosmetology Examination to attain a Tennessee Cosmetology License. Artifacts will be created for inclusion in a portfolio, which will continue throughout the full sequence of courses.

Program of Study Application

This is the third course in the *Cosmetology* program of study. Flexibility is built in to offer this course for either one or two credits, depending on school capacity and early postsecondary opportunities (i.e., dual enrollment or dual credit). For more information on the benefits and requirements of implementing these programs in full, please visit the Human Services website at <http://tn.gov/education/article/cte-cluster-human-services>.

Recommended Credit

If offering *Cosmetology II* for 1 credit, follow Option A (theoretical standards). If the offering the course for 2 credits, follow Option B (theoretical and practical standards). If all standards in the course are covered, the course is recommended for two credits.

1 Credit – Option A

Content	Standards
Cosmetology Career Application	1, 2, 3, 4
Safety, Sanitation, & Efficient Work Practices	5, 6
Salon Business Concepts & Operations	7, 8, 9, 10, 11, 12
Advanced Properties & Procedure for Hair	13, 16
Advanced Techniques in Chemical Services	17, 19, 20
Facials & Skin Care	22, 23, 24

2 Credits – Option B

Credit	Standards
Cosmetology Career Application	1, 2, 3, 4
Safety, Sanitation, & Efficient Work Practices	5, 6
Salon Business Concepts & Operations	7, 8, 9, 10, 11, 12
Advanced Properties & Procedure for Hair	13, 14, 15, 16
Advanced Techniques in Chemical Services	17, 18, 19, 20, 21
Facials & Skin Care	22, 23, 24

Course Standards

Cosmetology Career Application

- 1.) Evaluate your performance in the cosmetology program of study and add the following professional attributes to the professionalism rubric created in Cosmetology I and write performance indicators for each:
 - a. Attendance/punctuality
 - b. Professional dress and behavior (*Professional image*)
 - c. Positive attitude
 - d. Collaboration
 - e. Honesty
 - f. Respect
 - g. Responsibility
 - h. Appropriate technology use
 - i. Importance of ergonomics

- 2.) Research codes of ethics for running small businesses by comparing samples from professional organizations (such as the Professional Beauty Association). Synthesize principles from the codes to add attributes and performance indicators to the personal code of ethics created in Cosmetology II.

- 3.) Gather relevant information from multiple print and digital resources (such as job postings and promotional materials) to prepare a document or graphic comparing the entry-level qualifications for cosmetologists and specific cosmetology specialists. Evaluate the impact of postsecondary training and describe the benefits of participation in a professional cosmetology organization, such as the Association of Cosmetology Salon Professionals (ACSP). Revise the career pathway plan outlining academic and career achievement goals and timeline developed in Cosmetology I to reflect opportunities for advancement in the field.
- 4.) Work in teams to effectively plan and design mock hair shows implementing proper safety techniques, tools, and skills needed to attract clients and employers. Research and identify the objective of the event that is to be planned and prepare a written project proposal. Include the hair show's goals, location, criteria, constraints, and information obtained through research, while also including a projected budget/cost analysis, a diagram of event space, timeline of planning, any personnel involved, and a professionalism rubric.

Safety, Sanitation, and Efficient Work Practices

- 5.) Identify safety hazards and demonstrate practices for safe working conditions. Accurately read, interpret, and demonstrate adherence to safety rules, including but not limited to rules pertaining to Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA) guidelines, and state and national code requirements to identify precautionary guidelines to prevent illness, communicable diseases and injuries. Be able to distinguish between the rules and explain why certain rules apply. Incorporate safety procedures and complete a safety test with 100 percent accuracy; include exam in course portfolio.
- 6.) Demonstrate and explain the rationale behind each of the following concepts:
 - a. Proper set-up and operation of equipment and utilization of materials by mixing chemicals in appropriate proportions according to manufacturer's instructions.
 - b. Clean and maintain implements by using appropriately mixed chemicals and following the procedures for decontamination of tools.
 - c. Identify appropriate chemicals and perform disinfecting procedures.
 - d. Observe and identify hair, skin, nail, scalp and facial disease and/or disorders. Follow safety and sanitary procedures and reference clients to doctors and/or use appropriate techniques.
 - e. Employ safe and sanitary hair removal procedures.

Salon Business Concepts and Operations

- 7.) Describe key components of the cosmetology business startup process (the entrepreneur, the environment, the opportunity, startup resources, and state laws, regulations, and legal responsibilities). Prepare an informative text to explain each component and identify the risks and rewards, highlighting the advantages and disadvantages of owning a business versus working for someone else.
- 8.) Evaluate the role of entrepreneurship in the U.S. economy, and differentiate between sole proprietorship, partnership, limited liability company (LLC), and corporations. Draw evidence from informational texts to examine how business cycles, economic indicators (i.e., interest rates, inflation, and unemployment) and free enterprise system characteristics such as profit motive, private property, and competition impact business decision making. Research, compare and contrast investment opportunities and compile a list of advantages and disadvantages of business ownership.

- 9.) Explain the purpose of a business plan, and list the four major parts typically included (business description, management plan, marketing plan, and financial plan). Describe the importance of developing a business plan when seeking out potential investors or lenders. In preparation for a future career as a salon owner, develop an original business philosophy detailing one's beliefs for how a business should be run including a baseline budget and financial goals, money management concepts, procedures and strategies, and necessary personal characteristics of a successful entrepreneur; integrate this with the previous written philosophy of design.
- 10.) Research and examine startup costs, operating costs, overhead, and personal expenses by researching and developing a financial statement based on local salon models obtained from public records or business websites. Contact local lending institutions regarding requirements for business loans and needed documentation such as personal income statement, tax records, credit reports, loan history, and personal investment. Prepare financial statements, charts and graphs for the proposed business plan, including but not limited to:
 - a. Estimated start-up costs
 - b. Projected Income Statement
 - c. Projected Balance Sheet
 - d. Cash Flow
- 11.) Develop a customer profile with a detailed description of the potential target market for the proposed business based on demographic, geographic, psychographic, and behavioral information. Assess the viability of the profile for the proposed business by determining number of customers, reachability, desire for product and conservation of resources. Include these findings in the business plan's overview and market analysis section.
- 12.) Investigate marketing and distribution methods for the salon's products and services. Research possible manufacturers; study distribution considerations of the products and services, (including transportation, storage, handling, and packaging for products and staffing, training, and evaluation for services); Explain marketing decisions, such as cost-saving benefits to the business' bottom line. Prepare a sample service contract with a potential vendor for first year of business.

Advanced Properties and Procedures for Hair

- 13.) Demonstrate and explain the rationale behind each of the following concepts:
 - a. Determine the risks and benefits of using specific techniques in the evaluation of clients' hair including but not limited to: scalp care, shampooing, conditioning, draping, sectioning, and specialized treatments.
 - b. Explain the purposeful decisions behind selection and maintenance of implements.
 - c. Research informational texts explaining the effects of bad posture and body positions while providing cosmetology services. Create a brochure explaining the importance of demonstrating correct cosmetology posture and body positions; give examples of consequences of incorrect posture and body positions.
- 14.) Identify, describe, and effectively demonstrate advanced haircutting techniques while employing implements appropriately and using proper posture and body positions:
 - a. Perform haircuts using guides (stationary, traveling, and combination)
 - b. Razor cutting

- c. Slide cutting
 - d. Shears-over-comb
 - e. Various weight line haircut designs
- 15.) Effectively demonstrate advanced hairstyling techniques and explain how the elements and principles of design are incorporated.
- 16.) Research and create an informational artifact (e.g., brochure, fact sheet, or narrative) comparing and contrasting texturizing techniques. Include illustrative examples of haircuts enhanced with texturized techniques. Include details for the following implements used in texturizing:
- a. Shears
 - b. Razor
 - c. Thinning shears and razor
 - d. Thinning shears
 - e. Free-hand slicing with razor on the ends

Advanced Techniques in Chemical Services

- 17.) Using research and laboratory experiences, analyze the effects of water on shape memory and chemical bonds in the hair. Assess possible explanations for hair breakage during chemical applications to the hair and develop prevention methods. Include this material in an informational artifact to use while demonstrating chemical texture services.
- 18.) Demonstrate safe and effective concepts and procedures in chemical texture services to demonstrate the following while adhering to all safety processes:
- a. Perm techniques
 - b. Hair relaxing techniques
 - c. Curl re-forming (soft curl permanents)
- 19.) Write a review of an effective haircolor consultation in which the cosmetologist establishes a relationship with the client, properly assesses the client's hair, and analyzes the client's history of his or her hair. Include details of how an effective haircolor consultation should proceed: making recommendations, review of procedures, application techniques, cost of services, and follow-up maintenance.
- 20.) Compile a list of key questions used in evaluating clients' hair and formulating haircolor. Discuss the significance of each question and the outcome for each. Explain the importance of performing a patch test when coloring clients' hair, using the U.S. Food, Drug, and Cosmetic Act as reference.
- 21.) Evaluate concepts related to haircoloring and demonstrate the following while adhering to all directions and safety procedures:
- a. Temporary haircolor
 - b. Semipermanent haircolor
 - c. Demipermanent haircolor
 - d. Single-Process Permanent Color
 - e. Double-Process Permanent Color
 - f. Lighteners
 - g. Toners

Facials and Skin Care

- 22.) Investigate the features of common hair removal methods including consultation, contraindications for hair removal, permanent and temporary hair removal, and implements and materials. Create a chart or database outlining steps to all hair removal procedures. State rationale for specific contraindications for hair removal.
- 23.) Consider all pertinent information in performing facials including: consultation and skin analysis, contraindications that prohibit performing facial treatments, skin care products and equipment, and techniques in facial massage. Write an informative essay, explaining and making recommendations for performing facials for specific skin types, give thorough reasoning and explanation for the techniques, products, and/or equipment used for each treatment. Include a section in the essay describing the requirements and skills needed for specialized facial and skin care careers.
- 24.) Assess concepts in facial makeup and determine the following while adhering to safety and sanitation procedures:
- Research facial makeup and create an illustrative graphic identifying the uses for the various types of cosmetics and implements.
 - Explain the purpose and how to use color theory when selecting cosmetics for makeup application.
 - Identify different facial types and summarize basic makeup techniques giving reasons for alterations.
 - Demonstrate basic and formal makeup application.

The following artifacts will reside in the student's portfolio:

- Revised Professionalism Rubric
- Revised Career Pathway Plan
- Revised Personal Design & Business Philosophy
- Safety Exam
- Hair Show Artifact
- Salon Business Plan
- Customer Profile
- Hair Design Procedural Graphics
- Chemical Services Procedural Graphics
- Hair Removal Informational Chart
- Informational Essay on Facials
- Facial Makeup Research

Standards Alignment Notes

*References to other standards include:

- P21: Partnership for 21st Century Skills [Framework for 21st Century Learning](#)
 - Note: While not all standards are specifically aligned, teachers will find the framework helpful for setting expectations for student behavior in their classroom and practicing specific career readiness skills.



Cosmetology IV

Primary Career Cluster:	Human Services
Consultant:	Elizabeth Rafferty, (615) 532-2840, Elizabeth.Rafferty@tn.gov
Course Code(s):	TBD
Prerequisite(s):	<i>Cosmetology III (TBD)</i>
Credit:	1 credit for theoretical standards. 2 credits for all 24 standards (theoretical and practical).
Grade Level:	11-12
Graduation Requirements:	This course satisfies one of three credits required for an elective focus when taken in conjunction with other Human Services courses.
Programs of Study and Sequence:	This is the fourth and final course in the program <i>Cosmetology</i> program of study.
Aligned Student Organization(s):	SkillsUSA: http://tnskillsusa.com/ Tracy Whitehead, (615) 532-2804, Tracy.Whitehead@tn.gov
Coordinating Work-Based Learning:	Teachers are encouraged to use embedded WBL activities such as informational interviewing, job shadowing, and career mentoring. For information, visit https://tn.gov/education/topic/work-based-learning .
Available Student Industry Certifications:	Tennessee Cosmetologist License – 1010
Dual Credit or Dual Enrollment Opportunities:	There are no known statewide dual credit/dual enrollment opportunities for this course. If interested in establishing a local opportunity, reach out to a local postsecondary institution.
Teacher Endorsement(s):	781
Required Teacher Certifications/Training:	Tennessee Cosmetologist License and Tennessee Cosmetology Instructor License
Teacher Resources:	http://tn.gov/education/article/cte-cluster-human-services

Course Description

Cosmetology IV is the capstone course in the *Cosmetology* program of study intended to prepare students for careers in cosmetology by developing an understanding and practical skills in efficient and safe work practices, career and business analysis, advanced hair techniques and chemical services, and state board theoretical and practical application. Proficient students will have applied the full range of knowledge and skills acquired in this program of study toward experiences in practical applications of cosmetology practices as approved by the instructor. Laboratory facilities and experiences simulate those found in the cosmetology industry. Upon completion and acquisition of 1500 hours, students are eligible to take the Tennessee Board of Cosmetology Examination to attain a Tennessee Cosmetology License. Artifacts will be created for inclusion in a portfolio, which will continue throughout the full sequence of courses.

Program of Study Application

This is the final course in the *Cosmetology* program of study. Flexibility is built in to offer this course for either one or two credits, depending on school capacity and early postsecondary opportunities (i.e., dual enrollment or dual credit). For more information on the benefits and requirements of implementing these programs in full, please visit the Human Services website at <http://tn.gov/education/article/cte-cluster-human-services>.

Recommended Credit

If offering *Cosmetology II* for 1 credit, follow Option A (theoretical standards). If the offering the course for 2 credits, follow Option B (theoretical and practical standards). If all standards in the course are covered, the course is recommended for two credits.

1 Credit – Option A

Content	Standards
Cosmetology Career & Business Analysis	1, 2, 3, 4, 5, 6
Safety, Sanitation, & Efficient Work Practices	7, 8
Advanced Properties & Procedure for Hair	9, 11, 12
Advanced Techniques in Chemical Services	16
State Board Theoretical & Practical Application	17, 18
Final Project	20

2 Credits – Option B

Credit	Standards
Cosmetology Career & Business Analysis	1, 2, 3, 4, 5, 6
Safety, Sanitation, & Efficient Work Practices	7, 8
Advanced Properties & Procedure for Hair	9, 10, 11, 12
Advanced Techniques in Chemical Services	13, 14, 15, 16
State Board Theoretical & Practical Application	17, 18, 19
Final Project	20

Course Standards

Cosmetology Career and Business Analysis

- 1.) Research and summarize in a clear and coherent informational artifact (e.g., brochure, poster, fact sheet, narrative, or presentation) all state laws and licensing procedures in the cosmetology field, including but not limited to the cosmetologist license, specialist licenses, salon license, instructor license, and cosmetology school license.
- 2.) Work in a team to identify local area businesses and other entities that provide cosmetology services. Conduct phone or face-to-face interviews with a business to find out the specific services offered, fee structure, location(s) and hours, contact information and other information people seeking such services might require. As a class, compile a referral guide to cosmetology services in your area. Cosmetology services might include but are not limited to:
 - a. Haircutting
 - b. Coloring
 - c. Hair Styling
 - d. Manicures & Pedicures
 - e. Shampoo and Conditioning
 - f. Chemical Texture Services
 - g. Waxing

- h. Applying makeup or eyelashes
- 3.) Write an informational guide for new cosmetology employees including the following topics. Cite your evidence and explain how these topics impact each other.
- a. Importance and characteristics of professionalism
 - b. Developing relationships with clients and how to do so professionally
 - c. Forms of compensation
 - d. Effective ways to build a client base
 - e. Selling products and services
- 4.) Develop a personal graduation plan that includes steps to transition into postsecondary or into a salon or other cosmetology service. Explain the process for submission of hours to the Tennessee Cosmetology and Barbering Examiners and the detailed steps it will take to prepare and pass certification and become a licensed cosmetologist.
- 5.) Search for resumes of professional cosmetologists or other special cosmetology licensed professionals from websites of institutions, organizations, or professional networks. Discuss what is typically included in the resumes of professionals, compare and contrast several examples, and create a personal resume modeled after elements identified in the search. Explore the job market, research potential employers, write a cover letter for the specific career focus that is the best match for your skills for success, and organize your portfolio for employment. Practice the interview process using the employment portfolio.
- 6.) Conduct a research project on salon ownership and management of finances. Identify the responsibilities, functions, and processes and create a visual representation (e.g., presentation, poster, brochure, etc.) that incorporates the following components:
- a. Describe the responsibilities, functions, and processes of salon ownership and management of finances.
 - b. Explain the concerns for salon environment (i.e., location, design, and atmosphere) and how the concerns impact the functions and processes.
 - c. Research the correlation between salon layout and effective salon management of employees.
 - d. Create a budget for a salon owner, include all essential factors.

Safety, Sanitation, and Efficient Work Practices

- 7.) Identify safety hazards and demonstrate practices for safe working conditions. Accurately read, interpret, and demonstrate adherence to safety rules, including but not limited to rules pertaining to Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA) guidelines, and state and national code requirements to identify precautionary guidelines to prevent illness, communicable diseases and injuries. Be able to differentiate the rules and explain why particular rules apply. Incorporate safety procedures and complete a safety test with 100 percent accuracy; include exam in course portfolio.
- 8.) Evaluate and exhibit the following advanced techniques and concepts:
- a. Proper set-up and operation of equipment and utilization of materials by mixing chemicals in appropriate proportions according to manufacturer's instructions.
 - b. Clean and maintain implements by using appropriately mixed chemicals and following the procedures for decontamination of tools.
 - c. Synthesize appropriate chemicals and perform disinfecting procedures.
 - d. Observe and identify hair, skin, nail, scalp and facial diseases and/or disorders. Follow safety and sanitary procedures and reference clients to doctors and/or use appropriate techniques.
 - e. Employ safe and sanitary hair removal procedures.

Advanced Properties and Procedures for Hair

- 9.) Distinguish between and classify the features behind each of the following concepts:
 - a. Risks and benefits of using specific techniques in the evaluation of clients' hair including but not limited to: scalp care, shampooing, conditioning, draping, sectioning, and specialized treatments.
 - b. Describe decisions behind the selection and maintenance of specific implements.
 - c. Demonstrate appropriate cosmetology posture and body positions while completing advanced haircutting and hairstyling techniques using the elements and principles of design.
- 10.) Validate your actions when using the texturizing processes within specific haircuts. Exhibit and explain the difference in texturizing techniques.
- 11.) Create an illustrative graphic of different braiding and braiding extension techniques, materials in extensions, and implements used in braiding. Analyze the correlation between braiding techniques and a client's hair type and texture, scalp condition, curl configuration, scalp abrasions, and hair thinning or balding. Classify textured sets and styles used in braiding natural curly hair. Demonstrate understanding of all braiding and braiding extension techniques.
- 12.) Research and summarize in an informative essay the rationale for cosmetologists to study wig and hair enhancements include the following discussion topics: the differences between human hair and synthetic hair and categories of wigs and hairpieces and their uses. Include styling tips for clients related to categories of wigs, hairpieces, and extensions.

Advanced Techniques in Chemical Services

- 13.) Perform an effective consultation, hair analysis, and chemical texture service for a client. Write a reflection explaining the positive and negative outcomes of the consultation, analysis, and chemical texture service. Analyze concepts related to chemical textures services to demonstrate the following while adhering to all directions and safety procedures:
 - a. Perm techniques
 - b. Hair relaxing techniques
 - c. Curl re-forming (soft curl permanents)
- 14.) Evaluate concepts related to advanced haircoloring techniques and demonstrate proper procedures while adhering to all directions and safety procedures.
- 15.) Analyze, describe, and demonstrate the methods for highlighting, including common methods as well as specialized methods: ombre and balayage. Determine the differences between ombre and balayage.
- 16.) Investigate special challenges in specific hair colors and corrective solutions. Write an informative narrative including discussion on effective color correction, gray hair, damaged hair, red haircolor, brunettes, blondes, and other special conditions.

State Board Theoretical and Practical Application

- 17.) Summarize in a written, oral, or digital presentation (i.e. use of portfolio) exhibiting a thorough understanding of the following Tennessee Cosmetology Theoretical topics:
 - a. Sanitation, disinfection, and safety
 - b. Shampooing and conditioning hair
 - c. Haircutting and hair styling



- d. Braids and braid extensions
 - e. Chemical texture services
 - f. Haircoloring
 - g. Skin care
 - h. Nail care
 - i. Licensing
- 18.) Write an essay that evaluates all factual information for sanitation and licensing as it relates to the cosmetology laws to prepare for the Tennessee Cosmetology Law Portion of the certification exam.
- 19.) Perform and practice the following portion of the Tennessee Cosmetology Practical Exam following the state mandated time:
- a. Pre-exam set up and disinfection
 - b. Chemical services while using all proper safety criteria
 - Chemical service preparation
 - Virgin lightener (on right front quadrant)
 - Color retouch (on right back quadrant)
 - Relaxer retouch using sodium hydroxide (on left back quadrant)
 - Virgin relaxer using sodium hydroxide (on left front quadrant)
 - c. Remove product from mannequin
 - d. Ninety degree haircut of entire UNCUT, wet mannequin, leaving a minimum of four inches of hair on mannequin while following all safety criteria
 - e. Permanent waving service with five rods in the center back section of the head applies mock chemical waving solution (i.e. water) while following all safety criteria
 - f. Thermal hairstyling with three curls on top of mannequin while following all safety criteria
 - g. Finger wave with at least two pin curls on one quadrant of the mannequin while following all safety criteria
 - h. End of exam disinfection

Final Project

- 20.) Upon conclusion of the cosmetology program of study, produce a technology-enhanced presentation showcasing highlights, challenges, and lessons learned. Include career goals, plans for career and/or postsecondary, representations of all procedures and demonstrations.

The following artifacts will reside in the student's portfolio:

- State Law and Licensing Informational Artifact
- Cosmetology Local Services Referral Guide
- New Employee Guide
- Graduation Plan
- Cover Letter, Resume, and Updated Professional Portfolio
- Salon Management Artifact
- Safety Exam
- Braiding & Braiding Extensions Graphic
- Chemical Services Consultation Reflection
- Special Hair Color Challenges Narrative
- Revised Professionalism Rubric
- Revised Career Pathway Plan
- Revised Personal Design & Business Philosophy
- Final Presentation

Standards Alignment Notes

*References to other standards include:

- P21: Partnership for 21st Century Skills [Framework for 21st Century Learning](#)
 - Note: While not all standards are specifically aligned, teachers will find the framework helpful for setting expectations for student behavior in their classroom and practicing specific career readiness skills.