COSM 1231: Skills Certification

A. COURSE DESCRIPTION

Credits: 1
Lecture Hours/Week: *.*
Lab Hours/Week: 2
OJT Hours/Week: *.*
Prerequisites: None
Corequisites: None
MnTC Goals: None
This course is required by the Minnesota Board of Cosmetology Examiners to renew an license expired for three or more years.

B. COURSE EFFECTIVE DATES: 04/05/2017 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Hair care, skin care, and nail care practical use on clientele
2. Decision making
3. Time management
4. Recordkeeping
5. Business building strategies
6. Product selection and use
7. Safety and decontamination regulations
D. LEARNING OUTCOMES (General)
    1. Complete quota requirements
    2. Demonstrate dependability
    3. Demonstrate professionalism
    4. Perform decontamination procedures
    5. Perform safety procedures
    6. Perform dispensary duties
    7. Perform receptionist duties
    8. Perform rebooking clientele
    9. Record and calculate rebooking data
   10. Perform product use and recommendations
   11. Record and calculate retail data
   12. Perform service up-selling
   13. Record and calculate service up-selling data
   14. Complete client records
   15. Perform client consultation
   16. Analyze hair, skin, and nails conditions
   17. Perform client follow through procedures
   18. Perform women's and men's haircutting procedures
   19. Perform women's and men's chemical texture procedures
   20. Perform women's and men's hairstyling procedures
   21. Perform women's and men's nail care procedures
   22. Perform women's and men's skin care procedures
   23. Perform women's and men's scalp and shampooing procedures
   24. Complete periodic examinations
   25. Perform first aid procedures

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies
   None

F. LEARNER OUTCOMES ASSESSMENT
   As noted on course syllabus

G. SPECIAL INFORMATION
   None noted