Paul Mitchell The School Indianapolis

COSMETOLOGY COURSE INFORMATION

COSMETOLOGY COURSE DESCRIPTION

Standard Occupational Classification (SOC 39-5012.00)
Classification of Instructional Program (CIP 12.0401)

The curriculum involves 1500 hours to satisfy Indiana state requirements. The course includes extensive instruction and practical experience in cutting, hair coloring, perming, customer service, personal appearance and hygiene, personal motivation and development, retail skills, client record keeping, business ethics, sanitation, state laws and regulations, salon-type administration, and job interviewing.

****Graduates are prepared to become an entry level cosmetologist.***
This course is taught in English. Textbooks and course materials are only offered in the English Language.

COSMETOLOGY COURSE OVERVIEW

Course Hours: 1500 clock hours

The course is divided into pre-clinical classroom instruction and clinic classroom learning experiences.

- **Pre-Clinical Classroom Instruction:** The first 210 hours are devoted to pre-clinical classroom instruction where Future Professionals develop foundational knowledge and practical skills through classroom workshops, demonstrations, theory instruction, and guided practice. Instruction emphasizes design principles, technical procedures, safety and sanitation, professional conduct, and readiness for supervised services.
- **Clinic Classroom Learning Experience:** Future Professionals apply classroom learning through supervised practical instruction and guest services. With coaching and guidance from Learning Leaders, they refine technical skills, consultation and communication, guest experience, product recommendations, and professional work habits. Learning continues through mini-classes, feedback, and structured practice.

COSMETOLOGY COURSE OUTLINE

- **Core Curriculum:** The Core Curriculum introduces the foundational principles and skills of the program through theory instruction, demonstrations, and hands-on practice. Future Professionals build essential technical knowledge, safety and sanitation practices, client care, and professional habits. Learning Leaders monitor progress, and learning is evaluated through written, oral, and practical methods, as applicable. Completing Core successfully prepares students for the next phase of their education, including supervised clinic classroom experiences.
- **Protégé Learning Experience:** The Protégé Learning Experience supports the transition from Core into the Adaptive Curriculum and clinic classroom learning. Future Professionals continue guided practice, strengthen service readiness, and prepare to apply their skills in supervised guest experiences.
- **Clinic Classroom Learning Experience:** In the clinic classroom, Future Professionals provide services to guests under Learning Leader supervision. They keep learning and reinforce classroom instruction through coaching, mini-classes, practical worksheets, and progress evaluations. They practice consultations, service planning, technical proficiency, guest communication, sanitation and safety, and professional service habits.
- **Classroom Learning Experience:** Classroom education throughout the program includes cutting, coloring, texture, makeup, skin, and nails. Instruction combines theory, demonstrations, and practical application. Additional learning opportunities may address retailing and product knowledge, communication, professional

development, motivation, and career readiness, facilitated by appropriate school team members or guest artists.

- **Adaptive Phase:** During the Adaptive phase, Future Professionals expand their knowledge through specialty classroom instruction and progressively challenging practical work. They continue developing technical consistency, problem-solving, guest service, confidence, and professionalism, with feedback and assessments supporting their progress.
- **Creative Phase:** The Creative phase focuses on refining technical and professional abilities as Future Professionals prepare to enter the industry. They apply artistic judgment, strengthen independence and accountability, and practice the standards of guest experience, teamwork, and professional conduct expected in a salon environment, with continued Learning Leader guidance.

COSMETOLOGY COURSE SUBJECTS

The instructional program of Paul Mitchell The School Indianapolis meets or exceeds the state requirements.

Subject	Theory and Demonstration	Sanitation and Actual Practice	Total Hours
1. Hair cutting	165	250	415
2. Sanitation	50		50
3. Statute and rules	10		10
4. Sales	15		15
5. Business Management	10		10
6. Manicuring	5	10	15
7. Pedicuring	5	10	15
8. Hair Removal (superfluous hair) 1. Tweezing, waxing, and depilitories 2. Eyebrow arching 3. Lip, chin, and face areas	20	40	60
9. Anatomy and physiology	5		5
10. Skin	10		10
11. Hair	10		10
12. Electricity	5		5
13. Chemistry	10		10
14. Shampoo and massage	15		15
15. Scalp treatments	10	10	20
16. Facials and makeup	20	25	45
17. Hair coloring	155	75	230
18. Texture services	60	50	110
19. Hair Styling (Includes wet and thermal sets, hair waving, hair pressing, hair braiding, and finger waves)	60	220	280
20. Equipment care	10		10
21. Personal hygiene and professional ethics	10		10

Subject	Theory and Demonstration	Sanitation and Actual Practice	Total Hours
22. Discretionary hours	150		150
TOTAL	**810**	**690**	**1500**

All manicures, pedicures, facials, scalp treatments, shampoo and massage, and sales must be done on live models. At least twenty-five percent (25%) of the other services must be done live models.

The institution offers employment assistance to help graduates' efforts to secure education-related employment that includes, but is not limited to training in professionalism, resume' development, job interview preparation and job search skills.

COSMETOLOGY PROGRAM TESTING AND GRADING PROCEDURE

The following tests and grading procedures are used to assess student learning and mastery of course content in the 1500-hour course:

1. **Attendance theory exams:** Students must receive a grade of 75% or higher on each assigned theory exam.
2. **Core written and practical skills evaluation:** Students must receive a grade of 75% or higher on each written exam and each practical skill exam in order to complete the Core program. The exams are an overview of instruction taught during the Core schedule. All Core written and practical skill exams must be passed with a 75% in order to transition to the Clinic Classroom. If students are unable to pass each exam after two attempts, the student may be asked to withdraw from the program and re-enroll in the next available Core class start date.
3. **Final exam 1:** This test covers an overview of all related cosmetology subjects (e.g., anatomy, chemistry, etc.). Students must receive a grade of 75% or higher on all final exams.
4. **Final exam 2:** The written exam covers an overview of all theory instruction, Indiana state law, and other items covered on the state cosmetology exam. Students must receive a grade of 75% or higher on all final exams.
5. **Clinic Practical Skill Assessments:** Future Professionals progress in practical skill assessments and theory hours will be digitally monitored on a weekly basis by the Future Professional Advisor using the MyPortico app. All assigned practical skill assessments must be completed in order to complete the program.

COSMETOLOGY INSTRUCTIONAL TECHNIQUES AND METHODS

The programs are provided through a sequential set of learning steps which address specific tasks necessary for State Board preparation, graduation and job entry level skills. Clinic equipment, implements and products are comparable to those used in the industry. Each student will receive instruction that relates to the performance of useful, creative and productive career oriented activities. The course is presented through well-developed lesson plans that reflect the latest educational methods. Subjects are presented by means of lecture, demonstration, and student participation. Audio-visual aids, guest speakers, field trips, and other related learning methods are used in the course.