Paul Mitchell The School Indianapolis

MANICURIST COURSE INFORMATION

MANICURIST COURSE DESCRIPTION

SOC 39-5092.00, CIP Code 12.0410

The curriculum involves 450 hours to satisfy Indiana state requirements. The course includes instruction and practical experience in manicures, pedicures, massage, customer service, personal appearance & hygiene, personal motivation and development, retail skills, client record keeping, business ethics, state laws and regulations, salon-type administration, and job interviewing.

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

MANICURIST COURSE OVERVIEW

Course Hours: 450 clock hours

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

- **Pre-Clinical Classroom Instruction:** The first 60 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.

MANICURIST 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:** 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.

MANICURIST 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. Sanitation	80		80
2. Anatomy and disorders	30		30
3. Statutes and rules	15		15
4. Nail techniques with sanitation 1. Basic preparation ◦ Tips ◦ Sculptures ◦ Overlays 2. Product application ◦ Gel Nails ◦ Acrylic Nails	60	43	103
5. Manicuring	20	40	60
6. Pedicuring	10	15	25
7. Chemistry	20		20
8. Equipment	10	20	30
9. Personal development/business	15		15
10. Discretionary hours	72		72
TOTAL	**332**	**118**	**450**

The nails on two (2) hands or two (2) feet constitute one (1) performance of a manicure or pedicure. All manicures, pedicures, and nail techniques must be done on 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.

MANICURIST PROGRAM TESTING AND GRADING PROCEDURE

The following tests and grading procedures are used to assess student learning and mastery of course content in the 450-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:** This test covers an overview of all related manicurist subjects (e.g., anatomy, chemistry, etc.). Students must receive a grade of 75% or higher on all final exams.
4. **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.

MANICURIST 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.