

# CTE

INNOVATION  
EDUCATION  
OPPORTUNITY

## COSMETOLOGY

# 2020-21

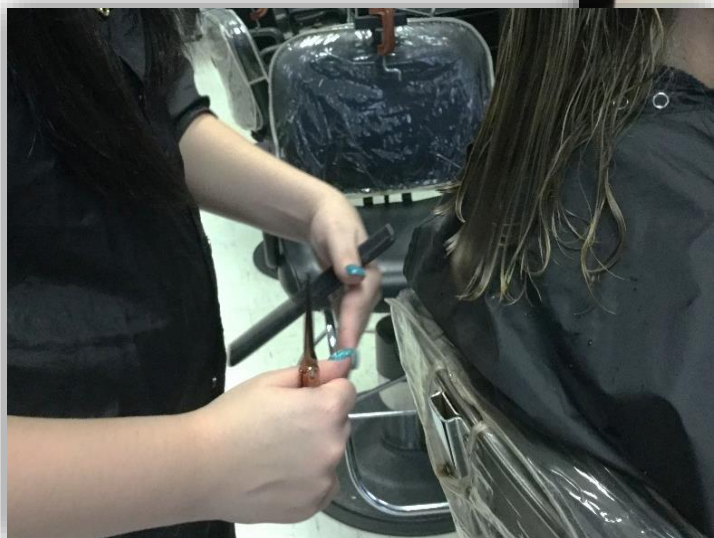
## COURSE SYLLABUS

CAREER AND TECHNICAL EDUCATION  
FRANKLIN-ESSEX-HAMILTON BOCES • ADIRONDACK EDUCATIONAL CENTER

CTE IS A DIVISION OF THE FEH BOCES  
711 NY-3 • SARANAC LAKE, NEW YORK 12983 • 518-891-1330  
[WWW.FEHB.ORG](http://WWW.FEHB.ORG)



# COSMETOLOGY



# Cosmetology

<b>Course description</b>	The Cosmetology program is dedicated to training students for successful careers in the cosmetology industry. Students will learn the hands-on fundamental skills necessary to pass their state exam and prepare them for entry-level positions. Students will develop skills in haircutting, hairstyling, hair coloring, texture services, and skin and nail care. Students will participate in our on-campus full service salon, catering to real clients in order to gain customer service experiences. Students will develop business skills, leadership skills, and technical skills to help them become salon professionals in the field of cosmetology. Cosmetology combines crucial elements of art, science, technical skills, interpersonal skills, and entrepreneurship. Students enrolled in a cosmetology-licensing program must accumulate the required 1000 hours of classroom instruction and clinical experience, as well as successfully complete the program, in order to be recommended by BOCES to take the New York State (NYS) licensing exam(s).	
<b>Prerequisites</b>	Students should have the ability to obtain an average of at least 70% (as per NYS exams), good attendance, soft skills, interpersonal skills, and the ability to work well with peers and adult supervisors.	
<b>Program length</b>	2-year, half-day, 1000-hour program	
<b>Location</b>	North Franklin Educational Center (NFEC)	
<b>Course objective</b>	Students will successfully complete the cosmetology program with 1,000 hours and obtain the skills and knowledge to pass the New York State Appearance Enhancement written and practical exams.	
<b>Course topic outline</b>	<ul style="list-style-type: none"><li>• Orientation</li><li>• General Science</li><li>• Hair Care</li><li>• Skin Care</li><li>• Nail Care</li><li>• Business skills</li></ul>	
<b>Student course requirements</b>	<p>Students are required to wear a professional cosmetology uniform and closed-toed, closed-heeled shoes (no canvas).</p> <p>For those students who qualify to take the NYS exam, a "NYS Exam Kit" may be purchased through the cosmetology program and will include the required tools and supplies needed to take the NYS practical exam. To assist the students taking the state exam, these kits will be made available to seniors during the spring semester of their senior year as an optional purchase.</p> <p>For more information on required supplies and tools by NYS please see <a href="https://www.dos.ny.gov/licensing/cosmetology/practical/pdfs/CosmetologyPracticalSupplyList.pdf">https://www.dos.ny.gov/licensing/cosmetology/practical/pdfs/CosmetologyPracticalSupplyList.pdf</a>.</p> <p>In order for the student to gain national recognition he/she must obtain at least 85% or better for six marking periods. (No more than thirteen absences in six marking periods.)</p>	
<b>Textbooks &amp; resources</b>	<p>Milady Standards Cosmetology. Milady, 2016.</p> <p>Rodriguez, Deborah, and Kristin Ohlson. Kabul Beauty School: An American Woman Goes Behind the Veil. Random House, 2007.</p> <p>Various industry-related articles and literature</p>	

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# Cosmetology

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**Assessments** The Cosmetology program has been certified by the New York State Education Department. FEH BOCES offers all technical course requirements, academic background and experience to successfully prepare for the rigors of post-secondary education. The technical assessment for the Cosmetology program is the NOCTI (National Occupational Competency Testing Institute) Cosmetology Written and Performance Assessments. Portfolio and project (business plan, research paper, and oral presentation) are also required.

**Grading system** Hands-on 67% (practical skill 17%, participation 25%, work ethics 25%)  
Written 33% (homework, test, quiz, projects, in-class assignments, essays, novel, short stories)

**Attendance & class participation** The FEH BOCES attendance policy requires students to conform to their component district's policy. For those times when it is necessary to be absent, a written note from the parent/guardian will be expected the next class day.

**Activities/labs/projects/clinics** Daily work grades for practical skills, written soft skills, Thursday senior clinic, business plan, professional portfolio, Thursday open spa/salon public services.

**Required materials** Professional footwear is provided by the student. Cosmetology uniform and cosmetology kit is provided by the school.

**Industry certification** The Cosmetology program prepares students to pass their New York State examination to become a licensed cosmetologist. In order to obtain a cosmetology license students must complete the 1000 hours required by New York State and pass the Cosmetology state exam. To find out about additional fees, supplies and tools needed to take the New York State exams, please see [https://www.dos.ny.gov/licensing/fees\\_terms.html#cosmet](https://www.dos.ny.gov/licensing/fees_terms.html#cosmet).

Endorsement by the school attests that the approved curriculum components have been delivered and the student has successfully mastered the content as well as laboratory practice hours, per the school's policies and state requirements.

Student grades and other progression criteria and the accumulation of attendance hours are two separate programmatic components that combine to determine successful program completion and the school's endorsement to apply for a license.

Students also take the NOCTI (National Occupational Competency Testing Institute) exam.

**Articulation agreements** Each Career and Technical Education (CTE) program prepares students for the world of work and for the rigors of post-secondary coursework. Each program partners with area colleges to obtain articulation agreements that allow for advanced standing or the issuance of credit to those CTE students meeting all program requirements and articulation agreement standards. FEH BOCES has an articulation agreement in Cosmetology with the following colleges:

- North County Community College
- Fulton Montgomery Community College

**Related careers/Post-secondary training** The cosmetology license is an umbrella license affording the graduating students the opportunity to practice nail care, esthetics and natural hairstyling without obtaining the individual licenses. All licensed cosmetologists stay current and updated by attending hair shows and taking additional educational courses.



## **ELA/math/science credit integrated academic overview**

Each CTE program offered at FEH BOCES includes four major curriculum elements for students to receive credits: CTE, math, science, and English Language Arts (ELA). CTE instructors collaborate with certified science and math instructors. The ELA curriculum element uses a co-teaching model between the CTE subject experts and a certified English instructor. Topics in English, science, and math are tied to specific business and industry course content to show students how academic material relates to real-world business knowledge and skill. English, science, and math elements are taught at the commencement level and meet Next Generation Standards for students to obtain one (1) credit for each over a two-year period.

Curriculum Elements	11th Grade Credits	12th Grade Credits
Career and Technical Education (CTE)	2.5	2.0
Commencement Level Math	0.5	0.5
Commencement Level Science	0.5	0.5
English Language Arts	0.5	0.5

## **Career & financial management credit overview**

Each CTE program offered at the FEH BOCES offers a career & financial management credit to all students who successfully complete a CTE program. This curriculum element is composed of two major parts: (A) Introduction to Occupations and (B) Nature of Industry. Part A is delivered through integrated class assignments, while Part B is automatically delivered due to the nature of CTE.

## **Student-affiliated organizations**

There are different student-affiliated organizations that the students have the opportunity to be involved with, including Student Council and National Technical Honor Society.

## **National Technical Honor Society nomination requirements**

- Maintain a cumulative CTE average of 85% or higher based upon the first six quarter grades.
- Maintain a record of excellent attendance in CTE (13 days over the first six quarters).
- Plan to pursue a career in their field of training.
- Maintain an outstanding record of employability skills as judged by the CTE instructor.
- Nomination by the CTE instructor with no reservations.
- Instructor nomination must include a "yes" answer to the following characteristics established by the national office: follows instructions, safety conscious, dependable, trustworthy, responsible, honest, works well with others, takes pride in work, exhibits a good attitude, exhibits leadership, and exhibits good citizenship.

## **WBL experiences & requirements**

Each CTE program has a Work-Based Learning experience. This means that all students prior to the end of the second year are given the opportunity to be exposed to the operation of a business and specific job duties related to careers in their CTE area. This internship is designed to connect the skills and knowledge learned in the CTE classroom with the real world requirements of a business. Students must demonstrate good attendance, attitude, internship records, and work ethics, as well as respect for others and property.

# CTE

# MISSION:

Provide high-quality educational programs and shared services for our students, schools and communities.

# VISION:

Maximize the potential of each individual so today's learners become tomorrow's skilled professionals.

# CORE BELIEFS:

- Everyone can learn and grow.
- We place students at the forefront of all decisions.
- We model integrity, positivity, hard work and professionalism.
- We value creativity and innovation.
- We embrace diversity and treat each other with respect, compassion and dignity.
- We offer multiple pathways to success.
- We build effective partnerships through collaboration and shared decision-making
- Safety is everyone's responsibility.



## NOTES:



The Franklin Essex Hamilton BOCES does not discriminate on the basis of an individual's actual or perceived race, color, religion, creed, ethnicity, national origin, citizenship status, age, marital status, partnership status, disability, predisposing genetic characteristics, sexual orientation, gender (sex), military status, veteran status, domestic violence victim status or political affiliation, and additionally does not discriminate against students on the basis of weight, gender identity, gender expression, and religious practices or any other basis prohibited by New York State and/or federal non-discrimination laws in employment or its programs and activities.

The District provides equal access to community and youth organizations. Inquiries regarding the District's non-discrimination policies should be directed to:

Civil Rights Compliance Officer, 23 Husky Lane, Malone, NY 12953  
(518) 483-6420  
[civilrightscompliance@fehbm.org](mailto:civilrightscompliance@fehbm.org)

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