



## Scope and Sequence Curriculum Outline

**Career Program:** Cosmetology I

**DOE Code:** 5802

**Career Cluster:** Hospitality and Human Services

**Recommended Grade Levels:** 11

**Prerequisites:** None

**High School Credits:** 3 per semester (6 total per school year)

**Additional Information:** Counts as a Directed Elective or Elective for the General, Core 40, Academic Honors and Technical Honors diplomas

**Program Description:** Students complete 1500 hours of instruction over two school years to meet licensure requirements by the Indiana State Board of Cosmetology. Students who complete the requirements are prepared to take the state licensing examination. In order to accumulate the hours required, students must attend Cosmetology I and II and attend a one-week, full-day session each summer. Topics covered include roller control, quick styling, shampooing, hair coloring, permanent waving, facials, manicuring, business and personal ethics, bacteriology, and sanitation.

**Alignment:** Indiana Department of Education Academic Standards Course Framework; Indiana State Board of Cosmetology and Barber Examiners; Vincennes University (dual credit agreement); *Milady: Standard Cosmetology* textbook and study guide (Cengage); *Milady State Board Exam Review Manual* (Cengage)

**Companion Documents:** WCC Cosmetology I Program Syllabus; WCC High School Pathway Plan; WCC Program Description Guide

### Curriculum Content Summary:

- Professional Development
- Salon Ecology
- Anatomy & Physiology
- Electricity & Chemistry
- Trichology
- Design Decisions
- Haircutting
- Hair styling
- Chemical Texturizing
- Hair Coloring
- Wigs & Hair Enhancements

Content	Indiana DOE Standards	Knowledge & Skills (Based on Milady)	Example Activities	Time Frame*	Evaluation / Certification
<p><b>DOMAIN</b> Professional Development</p> <p><b>Core Standard I</b> Apply principles of professional and career development to succeed in the cosmetology industry</p>	<p><b>CO1-1.1</b> Evaluate the elements involved in presenting a professional image</p> <p><b>CO1-1.2</b> Analyze the importance of building and maintaining professional relationships with clientele and peers</p> <p><b>CO1-1.3</b> Analyze selling methods including advertising and follow-up, in the salon retailing business</p> <p><b>CO1-1.4</b> Evaluate proper telephone techniques used in a salon to communicate with customers</p>	<ul style="list-style-type: none"> <li>• Demonstrate professional dress in uniform</li> <li>• Maintain personal hygiene</li> <li>• Display a positive attitude</li> <li>• Maintain tools in appropriate manner</li> <li>• Prepare to work on time</li> <li>• Conduct a successful client consultation</li> <li>• Build open lines of communication with coworkers and salon managers</li> <li>• Begin to build a client base</li> <li>• Understand advertising and the retail business</li> <li>• Demonstrate proper telephone techniques when serving customers</li> </ul>	<ul style="list-style-type: none"> <li>• Overview of programs rules and procedures</li> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Hair show field trip</li> <li>• Spa Days</li> <li>• Career Center tours</li> <li>• Vincennes University field trip</li> <li>• Salon client services</li> <li>• NTHS</li> <li>• Student ambassadors</li> <li>• Guest speakers</li> </ul>	<p>10 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 1-4, 31 and 32</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Daily participation and attendance</li> <li>• 5 hours of practice</li> <li>• Essential Skills Evaluation</li> <li>• Technical Skills Evaluation</li> <li>• Work Ethic Certification</li> </ul>

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<p><b>DOMAIN</b> Salon Ecology</p> <p><b>Core Standard 2</b> Demonstrate appropriate sanitation procedures and first aid procedures to ensure proper salon standards</p>	<p><b>CO1-2.1</b> Apply sanitation procedures to maintain state health guidelines and a professional salon</p> <p><b>CO1-2.2</b> Analyze the different parasites, bacteria, and viruses and their relationship to the spread of infection in salons and clients</p> <p><b>CO1-2.3</b> Demonstrate proper first aid techniques to use on cuts and burns</p> <p><b>CO1-2.4</b> Apply safe handling techniques in the use of disinfectant products as a salon professional</p> <p><b>CO1-2.5</b> Apply universal precautions and professional responsibilities as a salon professional</p>	<ul style="list-style-type: none"> <li>• Demonstrate appropriate sanitation procedures in the lab</li> <li>• Understand viruses and how they are transmitted</li> <li>• Recognize parasites seen in a salon</li> <li>• Apply proper first aid techniques as needed</li> <li>• Follow standard precautions</li> <li>• Maintain a safe lab environment</li> </ul>	<ul style="list-style-type: none"> <li>• Overview of programs rules and procedures</li> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Sanitation chores</li> </ul>	<p>40 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Test 5</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Daily participation and attendance</li> <li>• Performance of sanitation chores</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Anatomy &amp; Physiology</p> <p><b>Core Standard 3</b> Analyze the anatomy and physiology of the human body as it relates to the cosmetology profession</p>	<p><b>CO1-3.1</b> Analyze systems and organs of the human body and their functions to understand how the body works</p> <p><b>CO1-3.2</b> Analyze the structure and function of cells, tissues, organs, and body systems to understand the building blocks of the body</p> <p><b>CO1-3.3</b> Evaluate the structure and functions of the skeletal, muscular, and nervous systems to understand the basic body systems</p> <p><b>CO1-3.4</b> Compare the circulatory, digestive, excretory, and respiratory systems in relation to each other and their role in the human body</p> <p><b>CO1-3.5</b> Evaluate skin disorders to understand how to handle them in relation to your role in cosmetology</p>	<ul style="list-style-type: none"> <li>Define and explain the importance of anatomy and physiology to the cosmetology profession</li> <li>Understand how clients' hair, skin, and nails may react to various treatments and services</li> <li>Understand the use and proper application of services and products for scalp manipulation and facials</li> <li>Determine the difference between normal and abnormal conditions to determine treatments and services or referral to a physician</li> </ul>	<ul style="list-style-type: none"> <li>Classroom activities</li> <li>Lab work</li> <li>Anatomy project with Health Science program on the integumentary system</li> </ul>	<p>25 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>Classroom work</li> <li>Chapter Test 6</li> <li>Practical evaluation</li> <li>Practice licensing test</li> <li>95 hours of practice</li> <li>Dual credit</li> </ul>

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<p><b>DOMAIN</b> Electricity &amp; Chemistry</p> <p><b>Core Standard 4</b> Analyze principles of Chemistry and Electricity as they relate to Cosmetology</p>	<p><b>CO1-4.1</b> Evaluate matter, the pH scale, and the chemistry of cosmetics to understand their relationship to cosmetology procedures</p> <p><b>CO1-4.2</b> Evaluate the nature of electricity and its uses as it relates to cosmetology</p> <p><b>CO1-4.3</b> Analyze electromagnetic radiation and the visible spectrum of light to understand light therapy treatments</p> <p><b>CO1-4.4</b> Demonstrate basic knowledge of various classifications of products and cosmetic used in the industry</p>	<ul style="list-style-type: none"> <li>• Use professional products effectively and safely</li> <li>• Troubleshoot and solve common problems encountered with chemical services</li> <li>• Use professional tools and equipment properly and safely</li> <li>• Maintain tools and equipment properly</li> <li>• Understand the main electric modalities used in cosmetology</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Tour of the Electricity program</li> </ul>	<p>10 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 12 &amp; 13</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Trichology</p> <p><b>Core Standard 5</b> Evaluate trichology as it relates to cosmetology</p>	<p><b>CO1-5.1</b> Evaluate the properties of the hair and scalp conditioning of hair</p> <p><b>CO1-5.2</b> Demonstrate skill mastery in shampooing, rinsing, and conditioning of hair</p> <p><b>CO1-5.3</b> Evaluate and demonstrate draping and scalp massage as it relates to hair care</p> <p><b>CO1-5.4</b> Evaluate the hair as it pertains to formation, growth, structure, behavior, and how hair gains color</p>	<ul style="list-style-type: none"> <li>• Understand why hair grows and why it falls out to differentiate between normal and abnormal hair loss</li> <li>• Perform a shampoo service properly and effectively</li> <li>• Examine client and identify hair and scalp conditions that do not require a physician's care</li> <li>• Recommend product for client use at home to maintain the style</li> <li>• Perform client draping properly for safety and comfort</li> <li>• Perform scalp massage properly during the shampoo service</li> <li>• Know what creates natural color and texture to be able to offer chemical services to clients</li> <li>• Know the three cycles of hair growth</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Salon client services</li> </ul>	<p>20 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 11 &amp; 15</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• 40 hours of practice</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Design Decisions</p> <p><b>Core Standard 6</b> Apply the principles of hair design to create hair styles</p>	<p><b>CO1-6.1</b> Demonstrate mastery of the design elements and principles used to create design styles</p> <p><b>CO1-6.2</b> Demonstrate how to design hair styles to enhance, or camouflage facial features</p> <p><b>CO1-6.3</b> Examine different facial shapes and proportions and their role in hair design</p>	<ul style="list-style-type: none"> <li>• Conduct a consultation with a client and determine the client needs</li> <li>• Suggest styles that would complement the facial features</li> <li>• Perform the desired style to the customer's satisfaction</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Funeral home field trip</li> <li>• Nursing home visits</li> <li>• Salon client services</li> </ul>	<p>20 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 17</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Progress - 400 hairstyles completed to meet licensure requirements</li> <li>• 100 hours of practice</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Haircutting</p> <p><b>Core Standard 7</b> Demonstrate mastery of haircutting techniques</p>	<p><b>CO1-7.1</b> Choose appropriate and essential hair cutting tools</p> <p><b>CO1-7.2</b> Demonstrate mastery of various haircuts including solid form, increased layered, graduated form, uniformed layer, combination, business man and clipper</p> <p><b>CO1-7.3</b> Evaluate and critique haircuts to understand the importance of the proper cut and its effect on the overall hair design</p>	<ul style="list-style-type: none"> <li>Choose appropriate tools based on the haircut to be performed</li> <li>Perform the four basic haircuts and the three different texturing techniques</li> <li>Analyze a client's current haircut with regards to the desired result to determine the best haircut and design to perform</li> </ul>	<ul style="list-style-type: none"> <li>Classroom activities</li> <li>Lab work</li> <li>Nursing home visits</li> <li>Salon client services</li> </ul>	<p>100 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>Classroom work</li> <li>Chapter Tests 16</li> <li>Practical evaluation</li> <li>Practice licensing test</li> <li>Progress - 250 haircuts completed to meet licensure requirements</li> <li>175 hours of practice</li> <li>Dual credit</li> </ul>



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<p><b>DOMAIN</b> Hairstyling</p> <p><b>Core Standard 8</b> Demonstrate mastery of hairstyling techniques</p>	<p><b>CO1-8.1</b> Apply concepts of hairstyling theory in creating hairstyles</p> <p><b>CO1-8.2</b> Demonstrate mastery of thermal styling techniques in creating hairstyles</p> <p><b>CO1-8.3</b> Demonstrate mastery of wet styling techniques in creating hairstyles</p> <p><b>CO1-8.4</b> Demonstrate mastery of long hair styling techniques in creating hairstyles</p> <p><b>CO1-8.5</b> Demonstrate advanced hairstyling techniques to create hairstyles</p> <p><b>CO1-8.6</b> Demonstrate mastery of braiding in creating hairstyles</p>	<ul style="list-style-type: none"> <li>• Conduct a consultation with a client and determine the client needs</li> <li>• Suggest styles that would complement the facial features</li> <li>• Perform the desired style to the customer’s satisfaction</li> <li>• Use thermal equipment and basic curl patterns to create the desired style</li> <li>• Perform finger waving, pin curling, roller setting and hair wrapping to create the desired style</li> <li>• Prepare, section, pin and balance hair to create updos and long hair styles</li> <li>• Perform hair braiding styles to create the desired style</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Written report on hair styles through the decades</li> <li>• Funeral home field trip</li> <li>• “Frozen Day” with Magic Moments preschool</li> <li>• Salon client services</li> </ul>	<p>50 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 17</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Progress - 400 hairstyles completed to meet licensure requirements</li> <li>• 110 hours of practice</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Chemical Texturizing</p> <p><b>Core Standard 9</b> Demonstrate mastery of chemical texturizing of hair</p>	<p><b>CO1-9.1</b> Demonstrate mastery of hair analysis in order to perform appropriate chemical texturizing</p> <p><b>CO1-9.2</b> Demonstrate mastery of perm wrap techniques in creating hairstyles</p> <p><b>CO1-9.3</b> Demonstrate mastery of chemical relaxing processes in creating hairstyles</p> <p><b>CO1-9.4</b> Demonstrate mastery of curl reforming in creating hairstyles</p>	<ul style="list-style-type: none"> <li>• Conduct a consultation with a client and determine the client needs</li> <li>• Analyze existing client hair texture and recommend hair treatments to achieve the desired results</li> <li>• Perform the desired style to the customer's satisfaction</li> <li>• Perform a wrap safely and properly to achieve the desired client results</li> <li>• Use different techniques and products to relax hair and achieve the desired client results</li> <li>• Perform soft curl permanents (curl reforming) properly and safely to meet the desired client needs</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Salon client services</li> </ul>	<p>70 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 20</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Progress - 100 perms completed to meet licensure requirements</li> <li>• 250 hours of practice</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Hair Coloring</p> <p><b>Core Standard 10</b> Demonstrate mastery of hair coloring techniques</p>	<p><b>CO1-10.1</b> Evaluate color theory and the law of color as it relates to hair color</p> <p><b>CO1-10.2</b> Evaluate existing hair color of a client as it relates to additional color considerations</p> <p><b>CO1-10.3</b> Demonstrate mastery of changing existing hair color with semi-permanent color, oxidative color, surface painting, slicing, weaving and double process blond</p> <p><b>CO1-10.4</b> Evaluate the actions of hair lighteners</p> <p><b>CO1-10.5</b> Demonstrate special effects hair coloring techniques</p>	<ul style="list-style-type: none"> <li>• Understand color theory and the laws of color in order to apply the theory and laws to client work</li> <li>• Analyze existing client hair color and recommend hair color treatments to achieve the desired results</li> <li>• Perform various hair color techniques to meet the client request</li> <li>• Perform various hair lightener techniques to meet the client request</li> <li>• Perform various special effects hair coloring to meet the client request</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> <li>• Color book project</li> <li>• Salon client services</li> </ul>	<p>40 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 21</li> <li>• Practical evaluation</li> <li>• Practice licensing test</li> <li>• Progress - 75 hair colors completed to meet licensure requirements</li> <li>• 150 hours of practice</li> <li>• Dual credit</li> </ul>

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<p><b>DOMAIN</b> Wigs and Hair Enhancements</p> <p><b>Core Standard 11</b> Evaluate wigs, hairpieces, and extensions to use as a choice in hairstyling</p>	<p><b>CO1-11.1</b> Demonstrate knowledge of wigs, hairpieces and extensions and their uses in hairstyling</p> <p><b>CO1-11.2</b> Demonstrate the procedures used for taking wig measurements, putting a wig on, and attaching extensions and hairpieces</p>	<ul style="list-style-type: none"> <li>• Provide clients options in hairstyling, including the use of wigs, hairpieces and extensions</li> <li>• Perform haircuts and hairstyling on wigs, hairpieces and extensions</li> <li>• Understand the market and demand for wigs and hair enhancements</li> <li>• Apply wigs and hairpieces in the correct manner to meet client needs</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom activities</li> <li>• Lab work</li> </ul>	<p>5 hours of theory</p> <p>Reinforced with additional practice throughout the year</p>	<ul style="list-style-type: none"> <li>• Classroom work</li> <li>• Chapter Tests 19</li> <li>• 5 hours of practice</li> <li>• Dual credit</li> </ul>

\*Time Frame – the hours of theory and practice are set by the Indiana State Board of Cosmetology and Barber Examiners as requirements for state licensure.