

Cosmetology Instructor

Fall 2017 | *Annual Bulletin*



Coastal Carolina Community College

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Coastal Carolina Community College

Equal Education Opportunity and Equal Employment Opportunity Policy

No person shall on the basis of race, color, creed or religion, age, sex, national origin, political affiliation, or physical disability status, except where age or physical disabilities are found to be a bona fide occupational qualification, be excluded from employment or participation in, be denied the benefits of, or be subject to discrimination under any program or activity of this institution.

It is the policy of this institution not to discriminate on the basis of sex in the admission requirements, educational programs, activities, or employment policies as required by Title IX in the Educational Amendments of 1972.

In conformance with the provisions of the Rehabilitation Act of 1973, and other applicable laws and regulations, Coastal Carolina Community College will not discriminate against any student, employee, or applicant for admission or employment because of physical disabilities.

The main campus of Coastal Carolina Community College has been designed with the elimination of physical obstacles so that buildings, restrooms, laboratories, and classrooms are readily accessible to and usable by those with physical disabilities.

Any student or applicant for admission with a disability who wishes to request some accommodation must contact the Admissions Office and ask for the Coastal Carolina Community College Request for Accommodation form. If accommodation is not requested in advance in order to provide the College sufficient and adequate time to meet the student or applicant's needs, Coastal cannot guarantee the availability of a reasonable accommodation when it is needed.

Any student or prospective student who believes that discrimination has limited any educational opportunity, or any College employee who believes employment rights have been denied on the basis of discrimination, or any individual who desires information concerning this policy should contact the following designated responsible employee: Affirmative Action Officer and Title IX Coordinator, Henderson Administration Building, (910) 938-6788.

**Coastal Carolina Community College
Cosmetology Instructor Program**

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Cosmetology Instructor Program

The Cosmetology Instructor curriculum provides a course of study for learning the skills needed to teach the theory and practice of cosmetology as required by the North Carolina Board of Cosmetic Arts.

Coursework includes requirements for becoming an instructor, introduction to teaching theory, methods and aids, practice teaching, and development of evaluation instruments.

Graduates of the program may be employed as cosmetology instructors in public or private education and business.

Coastal Carolina Community College offers a Certificate. This has been identified as a limited enrollment program and may involve certain deadlines. See an academic counselor for additional information.

Cosmetology Instructor Certificate C55160*

			Hours Per Week		
			Class	Lab	Credit
FALL SEMESTER					
COS	271	Instructor Concepts I	5	0	5
COS	272	Instructor Practicum I	0	21	7
			5	21	12
			Class	Lab	Credit
SPRING SEMESTER					
COS	273	Instructor Concepts II	5	0	5
COS	274	Instructor Practicum II	0	21	7
			5	21	12
Total Semester Hours:					24

**This program is approved by the State Board of Community Colleges to exceed maximum standard hours for a certificate program.*

Admission Information

In order to qualify for enrollment to Coastal Carolina Community College’s Cosmetology Instructor Certificate program, prospective candidates must complete the following steps:

Step 1 – Submit an application for admission to Coastal Carolina Community College to the Admissions Office.

Step 2 – Submit all official transcript(s) to the Coastal Carolina Community College Admissions Office. Official transcripts must be secured from:

- Previous high school/high school equivalency
- All post-secondary schools attended (including cosmetology school and appropriate state board transcripts)
- Candidates with previous cosmetology training from a North Carolina public/private program (other than CCCC) must seek an official state board transcript with the official seal from that school, to be maintained in the student’s permanent file in the Cosmetology department. If for any reason it cannot be provided by the school, then the State Board can be contacted:

North Carolina State Board of Cosmetic Art Examiners
 1207 Front Street
 Suite 110
 Raleigh, NC 27609
 Office (919) 733-4117, Fax (919) 733-4127

Step 3 – Receive the following minimum placement test scores on the NC DAP, COMPASS, ASSET, SAT, ACT, or Accuplacer/CPT test.

NC DAP*		COMPASS		ASSET		SAT (taken prior to 3/2016)		SAT (taken after 3/2016)		ACT		Accuplacer/ CPT	
Reading/ English	151	Writing	70	Writing	41	Writing	500	Reading and Writing	480	Writing	18	English	86
DMA 010	2	Reading	81	Reading	41	Reading	500	Mathematics	530	Reading	22	Reading	80
		Pre- Algebra	37	Numerical	37	Mathematics	500			Mathematics	22	Mathematics	27

- Only test scores which have been earned within the past five (5) years from the start of the program will be considered. A prospective candidate may retake the entire placement test twice within a twelve (12) month period.
- Any prospective candidate who does not receive the necessary minimum placement test scores in the identified areas listed above should: (1) review in the Academic Studies Center or (2) take the appropriate remedial course(s) suggested based on the test results before retesting.
- Placement test waivers may be granted by an Academic Counselor for the reading and writing portions of the placement test if the prospective candidate has successfully completed DRE 098/DRE 099 Integrated Reading Writing III, or a higher level English course. The math portion of the placement test may be waived if the student has successfully completed MAT 050 Basic Math Skills, or a higher level math course.
- Completion of College composition, ENG 111 Writing and Inquiry (or equivalent), and a college level math course (100 level or higher), will replace the placement test requirement.

Step 4 – Submit a copy of his/her current North Carolina Cosmetologist license.

Step 5 – Submit proof of at least two years of salon experience prior to program entry.

Step 6 – After completing steps 1 through 5, meet with an Academic Counselor over the program to seek full admission in the Cosmetology Instructor certificate program.

- There are 7 seats available for the Cosmetology Instructor program. Enrollment for qualified candidates is on a first come/first served basis.
- Qualified candidates may enter the Cosmetology Instructor certificate program during the fall semester only.
- Qualified candidates, not initially admitted to the Cosmetology Instructor program, will be alternates and admitted to the program if and when an accepted candidate declines his/her seat.
- Alternates not admitted to the Cosmetology Instructor program must reactivate their admission packets with a counselor if they wish to be considered for the next class.

Approximate Expenses

	Fall Semester	Spring Semester	Total
Tuition and Fees	\$920.00	\$920.00	\$1,840.00
Professional Liability Insurance	\$16.00	N/A	\$16.00
Textbooks	\$200.00	N/A	\$200.00
Uniforms (3 sets)	\$150.00	N/A	\$150.00
Name Tags (2)	\$10.00	N/A	\$10.00
Black Leather Shoes	\$50.00	N/A	\$50.00
Cosmetology Seminars	Varies	Varies	Varies
Total	\$1,346.00	\$920.00	\$2,266.00

- All of the costs listed are estimates and subject to change. **The tuition listed above is based on the in-state rate of \$76.00 per credit hour plus a Student Fee.** The out-of-state tuition rate is \$268.00 per credit hour plus a Student Fee.
- The Professional Liability Insurance fee is included in the bill for tuition and related fees.
- **Tuition and fees do not include payments required for the licensing exam.** Students will be responsible for examination fees and related expenses. It is the student's responsibility to purchase any additional tools or supplies required for the state licensing exam.
- Methods of payment: check, cash, money order, credit or debit cards (VISA, Master Card, American Express, or Discover), financial aid, VA educational entitlements, and MyCAA.
- Candidates must secure any financial aid and/or scholarship awards prior to enrolling in the program.
- Candidates should consider miscellaneous expenses such as childcare, meals, gas, notebooks, pens, planner, etc.

Notes

- In accordance with the North Carolina State Board of Cosmetic Art Examiners, students must provide all of the following **on the first day of class** in order to begin training:
 - Social Security card, Tax ID card, or Student Visa information;
 - Current Government-issued ID and proof of date of birth;
 - Cosmetology certification.
- Uniforms of plain black scrubs and black leather shoes are required.
- Candidates admitted to the Cosmetology program must wear their clean uniforms, name tags, and black leather shoes at **every class meeting**, beginning the **first class meeting**.
- Facial piercings are not permitted while in uniform.
- In order to be successful in this program, candidates should have a strong working knowledge of computers and Microsoft Office software in order to complete lesson plan preparation and other assignments.

Training in Infection Control Procedures

No candidate will be allowed to deliver client services in any setting until he/she has been instructed in infection control (as per OSHA guidelines) and has mastered material on safety/universal precautions with satisfactory accuracy.

Following mastery of infection control skills and under faculty supervision, each candidate will be expected to provide services for clients with health deviations, including clients with HIV/HBV and other blood borne/infectious diseases, as part of routine clinical/lab curriculum experiences.

Also, it is recommended that candidates entering the Cosmetology Instructor program receive a flu shot and Hepatitis series in order to safeguard their own health while working with the public in the clinic setting.

Communicable Disease Statement

At the first class meeting, a candidate who enters the Cosmetology Instructor program will be required to read and sign a communicable disease statement and waiver of liability form. This form will become a part of each candidate's permanent record and will state that the candidate:

1. Has been informed of his/her risk for exposure to blood and body fluids.
2. Understands the potential for transmission of blood borne diseases during client care activities.
3. Agrees to service all clients that are assigned to him/her.

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