

## COURSE INFORMATION

**Title of Course:** Esthetician Program  
**Section Number:** COS101  
**Days/Times:** Tue, Wed, Thur 5:30 – 9:35 p.m – Sat 9:00 a.m – 2:10 p.m  
**Location of Class:** Building V22

## INSTRUCTOR INFORMATION

**Name:** Ada Weeks  
**Office Hours:** 4:15 – 5:30 Mon - Thur  
**Phone:** (408)288-3975  
**Email Address:** [aweeks@sjcc.edu](mailto:aweeks@sjcc.edu)  
**Mail Location:** Building V22

**Course Description:** This course covers advanced skin care and the application of products including waxing, cosmetics and aromatherapy.

**Course Outline:** Students in Esthetics Lab will learn to consult with clients, analyze skin conditions, perform advance facial treatments, learn product retail, and review State Board Procedures.

### Letter Grade:

- A (92 – 100)
- B (80 – 89)
- C (70 – 79)
- D (60 – 69)
- F (50 and below)

**Grading:**  $\frac{1}{4}$  = total practical grade which includes quizzes, projects, mid-term and practical final test.  $\frac{3}{4}$  = daily grade (combined evaluation by all instructional staff. It includes appearance, class participation, *attendance*, skills, safety and attitude.

Students must maintain a grade of a “C” or 70% to stay in the program. To pass state board the student must have a grade of at least 75%

**Required text and materials:**Pivot Point’s Standard Textbook for Estheticians

Pivot Point’s Workbook for Estheticians

**Supplemental Materials:** CA Board of Barbering & Cosmetology Performance Criteria  
State Board Rules and Regulations  
State Board Cosmetology  
Orientation Packet  
Procedures Sheets

## Product Information

**Equipment:** Kit purchased (last semester) from Mike Wilkins & the Dept. All equipment must be inschool on class nights (if not, students will be sent home and receive an absence)

**Attendance Policy:** It is imperative that you attend classes regularly, 25% of your grade comes from your attendance. Refer to Orientation Packet pages 7, 8 and 9. Telephone number to call for absences is **(408) 288-3766**

**Withdrawal/drop policy:** It is the student's responsibility to complete the appropriate withdrawal paperwork at the Office of the Admissions and Records and to notify the Instructor of your withdrawal.

**Homework** is by assignment. You must be able to complete the homework assignment to do well in the course. Late or incomplete work will not be accepted.

**General Information:** Cell phones, iPods, or pagers will not be used in the school building. Demonstrate respectful behavior (listening to speakers without interrupting and polite body language) with classmates and staff. Use appropriate language (no swearing or vulgarities).

### **Mid-Term and Finals:**

The Mid-Term exam will be on State Board Procedures in the Cosmetology Department, Building V22..

The Practical Final will be State Board Procedures in the Cosmetology Department, Building V22.

Mid-Term and Finals cannot be made-up if absent.

**Disabled Students Program & Services:** Students with special needs or concerns need to register with the Disabled Students Office. This office will then contact instructors as to special needs of students.

**Student Disciplinary Procedures & Complaint/Grievance Policy:** The students can find information from The Student Grievance Review Board.

**Learning Outcomes:** Through Advance Esthetics II students will learn to:

- Identify specific skin types
- Understand and demonstrate proper procedures on clients for AHA facial, optimal facial, back facial and acne facial.
- Have confidence in the skill of doing waxing services.
- Be aware of the safety issues in operating electrical machines.
- Have confidence in applying makeup to enhance clients.
- Integrate "Aromatherapy" with new "Wellness" concepts