

MAYLAND COMMUNITY COLLEGE



COS 121.10,30,40,50 Manicure/Nail Technology I January 8, 2007

**PO Box 547
Or
200 Mayland Drive
Spruce Pine, NC 28777
828-765-7351 or 1-800-462-9526
mayland.edu**

**MAYLAND COMMUNITY COLLEGE
Welcomes You To:**

**COS 121.10,30,40,50
Manicure/Nail Technology I
Credit Hours: 6 Contact Hours: 10**

Course Description

This course covers techniques of nail technology, hand and arm massage, and recognition in nail diseases and disorders. Topics include OSHA/safety, sanitation, bacteriology, product knowledge, salesmanship, artificial applications, pedicures, massage, manicures, and other related topics. Upon completion, students should be able to safely and completely perform nail care, including manicures, pedicures, massage, decorating, and artificial nail applications in the salon setting.

Prerequisites: None

Co requisites: None

Instructor Information

Instructor:	Melissa Condrey
Office Location:	Cosmetology Building
Telephone Number:	(828) 765-7351 Ext. 280/281
Office Hours:	as needed

Course Information

Class Meetings:	Monday & Tuesday, 1:00-4:30pm Wednesday, 1:00-4:00pm Room 34, Cosmetology Building
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Required Text(s):

Milady Nail Technology
Milady Study Guide
Pivot Point Library

Milady Publishing
3 Columbia Circle
P.O. Box 12519
Albany, NY 12212-2519

Milady Standard Textbook of Cosmetology
Milady Publishing Co. Albany, New York

Class Session:

Materials presented and activities conducted during class will both compliment and supplement the textbook. Classes will be taught by lecture, along with video and Lazier disc presentations. You cannot bring your own personal CD player, or, radio to class. **Absolutely no cell phones in the department.** If on in Theory class points will be deducted from test or if on in lab a service will be deducted. Hopefully class sessions will encourage you as we both attempt to learn more, and have fun.

LRC Resources: None

Required supplies: OPI Nail kit-Clarite`, MicroWrap kit
OPI Nail kit-Absolute, Envogue kit

Course Objectives/Competencies:

1. Learn the following requirements listed above.
2. Practice safety, sanitation and all N.C. State Board rules and regulations.
3. Learn and complete all objectives required on mannequin hands.

Attendance Policy/Tardiness/Make-Up Work:

You will be expected to attend all class sessions. Since the application of materials covered is required, failure to attend class is not advisable. If you must miss class because of the observance of a major holiday, please contact me on week in advance. If there is an emergency, and you cannot attend class, please contact me at the number listed above. Being late for class will not be tolerated, **if you are more than five minutes late, you may not enter the classroom, if you continue to be late, after three tardies, or three absences, without calling you will be purged from the class roll. You must attend 80% of all classes to pass Cos. 121; however there are only 10 extra hrs. built into this semester. No points will be taken for the first three absences. One point will be taken from your final grade for each absence thereafter. Three tardies equal one absence.**

Grading Criteria/Tests/Projects:

Attitude toward instructors and your fellow students are extremely important to the future of your career. Therefore, you will be graded on the following. You will be expected to complete your study guide and have a weekly test on all assigned chapters. You will be given a mid-term and final. Make up are not allowed unless previously approved with instructor. You must take a make-up test on the first day you return to class. Make up test must be done during next class session and ten points will automatically be deducted.

Theory-Concepts I

Tests and Workbook	50%
Mid-term and Final	25%
Attitude, hygiene and dress code	25%

Salon I

Performance sheet	50%
Mid-term and final (mock State Board)	25%
Attitude, hygiene, sanitation and dress code	25%

Grading Scale:

A = 94-100

B = 86-93

C = 79-85

D = 70-78

F = Failure, must repeat the class. North Carolina State Board has Cosmetic Arts rules and regulations that state, "If you do not successfully complete a portion of your curriculum, you must repeat that portion."

Inclement Weather Procedures:

Mayland Community College makes every effort to close school during inclement weather; however, conditions are vastly different throughout our service area. Delayed schedule (option B) does not affect our class start time. Students are responsible to use their own good judgment when attending classes in questionable weather conditions. However if you miss due to weather and Mayland Community College is in session you will be counted absent. Days missed for inclement weather will be made up in Friday of the same week. . Short messaging service available about school closing/delays for cell phones.

Instructions: E-mail alert@cc.mayland.edu

Include name, cell phone# or e-mail address

You'll need to include your cell phone carrier

Academic Standards/Student Expectations/Ethics:

Academic Standards:

Disruptive or anti-social behavior will not be tolerated in this class. Please be supportive of your classmates as they learn. We will strive to be a learning community in this class, and your personal support is vital. If you fail to meet these expectations,

you are subject to one or more of the following: (1) No credit for the related assignment, (2) Removal from class. If you wish to contest any assertion of failure to meet academic standards, you are offered due process options listed in the student handbook.

Expectations:

1. First and foremost the student will take responsibility for learning in the classroom.
2. Read all assignments, and complete study guides for each chapter.
3. Be on time for class. If you are more than 5 minutes late you will not be allowed to enter class.
4. Be in proper uniform (including nametag) everyday or you will be sent home with no hours.
5. **You must practice North Carolina State Board Rules and Regulations at all times, otherwise Mayland Community College can be fined from \$50.00 up to \$500.00. If you do not practice these rules and regulations you will be sent home for the day with no hours. If this should happen twice you will be sent home for a week with no hours. You are expected to take no more than two ten-minute breaks, one in the morning, and one in the afternoon. You will be allowed 30 minutes for lunch.**
6. Please do not ask to bring your children to class. Children distract the entire class, especially their mother.
7. You will be expected to make-up a test on the first day you return to class, 10 points will automatically be deducted if you are not present for a test. If you are not present for a mid-term or final, without a doctors excuse you will not be allowed to take the test. In the event of an emergency, it will be left to the discretion of the instructor. Loud and disruptive behavior will not be tolerated in department.
8. **Absolutely no profanity used on campus.**
9. You will be expected to exhibit exemplimentary professionalism both in appearance and behavior at all times.

Disclaimer: While I have been as thorough as possible with this syllabus, course procedures may vary from this outline to meet the needs of this particular group.

Withdrawal Dates:

End of unconditional withdrawal – February 13

End of conditional withdrawal- March 27

The following Administrative Withdrawal statement: If a student has not been in contact with the instructor and has not attended class for a consecutive two-week period, an administrative withdrawal will be submitted by the instructor.

Any student requesting special accommodations for this course due to a disability should apply for services through the SOAR Office or the Counseling Center, which will document the disability. A counselor will then help determine which accommodations, if any, the student needs for success in this course. Being aware of this is necessary and very beneficial for the instructor to know upon entering this class.

Now available on campus cruiser is the course syllabus as well as final grades at the following web address: Leo.mayland.edu

Course Outline/Weekly Topics

Chapters 9-20 will be lectured, Videos, demonstrations and hands-on practice will be done according to each chapter. State Board performance sheet are completed and graded on a daily basis.