

# MAYLAND COMMUNITY COLLEGE



## **COS 222.10** **Manicure/Nail Technology II** **August 20, 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 222.10,30,40,50  
Manicure/Nail Technology II  
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. 282/280  
**Office Hours:**                as needed  
**E-mail address:**            [mcondrey@mayland.edu](mailto:mcondrey@mayland.edu)

**Course Information**

**Class Meetings:**            Monday & Tuesday 1:00-4:30pm, Wednesday 1:00-4:00  
Room 34, Cosmetology Building

**Required Text(s):**

**Pivot Point Salon Fundamentals Manicuring Text and Study Guide**

**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 phone is 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, MicroWrap kit, 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 trades, 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 trades 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. 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

<b>Tests and Workbook</b>	<b>50%</b>
<b>Mid-term and Final</b>	<b>25%</b>
<b>Attitude, hygiene and dress code</b>	<b>25%</b>

Salon I

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

**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. If Mayland is on a delayed schedule (option B), this does not affect our 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](mailto: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. 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.
5. Please do not ask to bring your children to class. Children distract the entire class, especially their mother.
6. 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.
7. The phones in the department are for business use only. If you need to use the phone, public phones are available on campus. Absolutely no profanity used on campus.
8. You will be expected to exhibit exemplary 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- September 25, 2007

End of conditional withdrawal –November 1, 2007

**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 address: [leo.mayland.edu](http://leo.mayland.edu)**

### **Course Outline/Weekly Topics**

Chapters 1-8 will be lectured, Videos, demonstrations and hands-on practice will be done according to each chapter. State Board performance sheets are completed and graded on a daily basis.