

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	<u>Cosmetology</u>
COURSE RUBRIC AND NUMBER	<u>CSME 1443</u>
COURSE TITLE	<u>Manicuring and Related Theory</u>
COURSE CREDIT HOURS	<u>4 2 : 5</u> Credits Lec Lab

I. Catalog Description

Presentation of the theory and practice of nail services. Topics include terminology, application, and workplace competencies related to nail services. **Corequisites: CSME 1505 and CSME 1553. (2:5). Lab fee. Professional Practice Insurance required.**

II. Course Objectives

Upon satisfactory completion of this course the student will be able to:

- A. Recognize nail disorders and diseases.
- B. Demonstrate massage techniques used when giving a manicure or pedicure.
- C. Define and demonstrate the different types of manicures and the tools and products used.
- D. Demonstrate the procedure for a pedicure.
- E. Demonstrate professionalism and good service and consultation.

III. THECB Learning Outcomes (WECM)

1. Define terminology related to nail services.
2. Demonstrate the basic procedures of nail services.
3. Practice safety and sanitation according to the laws and rules of the state licensing agency.
2. Exhibit workplace competencies in nail services.

IV. Evaluation

A. Grading Criteria

Students are assigned theory study and a minimum number of practical experiences required for course completion. Theory (lecture) is evaluated after each unit of study by an exam or quiz. Practical assignments (lab) are evaluated as completed. Practical skills are evaluated according to state requirements or instructor procedures. The Texas Department of Licensing & Regulations (TDLR) establishes practical performance standards.

Make-up tests will be given according to Departmental Policies. *There will be no make-up testing for failed exams.*

The overall Semester grade is evaluated as follows: 50% Lecture and 50% Lab work.

B. Grading Scale

Student grade will be determined according to the following grading scale:

100-92 = A

91 –83 = B

82 –74 = C

73 –65 = D

64 –0 = F

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. Title IX and Sex Discrimination

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.