**2023/2024 Course Syllabus**

 **COSMETOLOGY 12.0401**

Instructor: Mrs. Nowakowski cnowakowski@eriesd.org (814)874-6200 x1585

This course is designed so that the material, delivery, and activities strongly support the Department of Education's task competency outcomes. These tasks give students the ability to use the techniques, skills, and modern cosmetology tools necessary for success in the salon workplace. Students will be assessed in in the following categories.

**Grading Criteria**:

* **Theory** (Includes Theory Workbooks in class and/or homework 10%) 40% Students will be tested on course material outlined in the Milady Standard Text. Content length varies, therefore theory points on exams vary to support the content of the chapter. Theory workbooks are to be completed for each assigned chapter. Students may use class time when lab assignments are completed, or students may complete at home.
* **Lab/Practical** **50%** Performance in the student lab consists of tasks to assess their understanding of step-by-step instructions given by the instructor. Students will be expected to perform services on a mannequin or on another student for evaluation.
* **Work Ethics** 10% Students will be given 16 points per day for being: In uniform, on task, reflecting professionalism, and following procedures and safety rules while in the lab. Students will lose 2 points in each category for failing to meet these daily requirements.

Points earned will be calculated daily and weekly then entered on the district's Infinite Campus portal. Scoring categories, points and points earned are displayed for parent/student viewing. Students' progress will be monitored and documented on Infinite Campus; therefore, parents are encouraged to view their child’s progress several times throughout the year. Mid-term reports will be mailed to parents/guardians if your child is in jeopardy of passing cosmetology. Students can earn daily PBIS points (5 per Block) each day, which can be used to shop at the School Store, attend school events, and be entered to win raffles. Points are awarded to students that follow the BR3 expectations which are on Schoology, signs are in classrooms and in hallways. Points are rewarded with teacher discretion. Cosmetology classroom and lab safety rules are posted in Cosmetology rooms. Safety is Number 1 in CTE. Students can earn extra points each day for following rules of the Cosmetology Program.

**Grading Scale**:

95-100 A
90-94 A-
85-89 B
80-84 B-
75-79 C
70-74 C-
65-69 D
51-64 F

Please refer to the Student Handbook, available in PDF form on Erie High Schools Home page, for the districts’ grading scale (Section 17), which includes Honors.

The method of assessment for determining a nine-week grade can include tests, quizzes, labs, projects, homework, etc. Throughout a nine-week grading period, the teacher will record the number of points earned for each assessment measure.

**REQUIREMENTS FOR COMPETENCY CERTIFICATION Students must have a minimum score of 70% in all categories of the state issued task list for labs. Student must successfully complete all other requirements of their career and technical program, including NOCTI written and performance tasks.**

**Additional Guidelines**: If you are absent, a written excuse must be submitted to the attendance office for approval of an excused reason. You must ask for missed work upon your return to class. Work is to be completed in a timely manner. Example: days missed = days allowed to complete. If you fail to meet the deadline then ½ credit will be given for missed assignments.

**Extra Credit**: Extra credit will not be given as a means of making up work missed. Help sessions are available on a weekly basis before the start of school on Monday mornings from 8:10 to 8:40 a.m...

Thank you for taking the time to review the Cosmetology 2020/2021 grading policy with your child. Feel free to contact me with any concerns or questions you may have about your child’s progress. Please include the appropriate signatures below for verification of receiving and viewing this document with your child, and kindly return within 5 days.

Sincerely,

Mrs. Nowakowski

Cosmetology Instructor

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Student Signature Date

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Parent Signature Date