Clarendon College

summer_2025

CSME_2310

Intermediate to Haircutting & Related Theory

CLARENDON COLLEGE
Cosmetology Department
Course Name: SealA_CSME_2310_ summer_2025
Credit Hours: *4*
Semester: Summer_2025
Instructor: *Amie Seal*
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Office Hours : Mon-Thurs 4-5

Course Description:

This course is an advanced class of haircutting that will help the future professional prepare for the salon, using different techniques and implements to achieve desired results

Division director: Decee Surratt

- *current college catalog located at the at http://www.thecb.state.tx.us/* ***Students*** *link on Clarendon College's website*

- *workforce courses: Workforce Education Course Manual at http://www.thecb.state.tx.us/AAR/UndergraduateEd/WorkforceEd/wecm/)*

Required Instructional Materials:

Textbook Milady's Textbook of Cosmetology, Milady's Practical Workbook, Milady's Theory Workbook and Milady's Anatomy and Physiology textbook.

Other Relevant Materials:
Pen, paper, pencils, loose-leaf binder and hi-liter pens, compass and a protractor.

Student Requirements

The student will participate in practicals of each type of haircut, and be given written examinations of each. The class will always have a Question and Answer segment.

Methods of Instruction

The class will begin with a lecture, then with a practical demonstration with a discussion about the content of the lecture and the demonstration.

Course Objectives

1. Identify reference points on the head form and understand their role in haircutting (reinforcement of previous class)
2. Define angles, elevations, and guidelines
3. List the factors involved in a successful client consultation.
4. Demonstrate the safe and proper use of the various tools of haircutting.
5. Demonstrate the mastery of the four basic haircuts.
6. Demonstrate mastery of other haircutting techniques, such as slithering, feathering, and texturizing

Grading Policies

Theory Grades
100-90 A
89-80 B
79-70 C
69 and below failing must be repeated

A student's final grade will be made available through Campus Connect at Clarendon College's website.

Attendance policy

Clarendon College must uphold a very strict attendance policy in order for this degree plan to be completed in 12 months. 6 days a semester is considered failing (5 days for part time and instructors).
Warnings will be issued after 3 days of absence. There are no exceptions to this policy. Your participation grade depends on your attendance. Weekly grade sheets will be affected by your attendance. 6 or more missed days per semester will fail the program/failing grades are not posted to TDLR. These are TDLR rules.

On the 6th day of unexcused absence or excused absence not made up, you will be asked to withdraw from the program. Only excused absences will be eligible for makeup work. Excused absences include sick with a doctor's note, hospitalization with a doctor's note, immediate death in the family, and natural disaster. These absences must be approved by the director.

Makeup work policy

Only excused absences are eligible for makeup work. It is the responsibility of the student to contact the instructor immediately upon return to make arrangements for the missed work. All unexcused absences will receive a -5 for all missed work.

Classroom Policies:

Students must clock in or out, when entering or leaving the building failure to do so can result in loss of hours. Students must not clock other students in or out.

Classroom Conduct

Failure to comply with lawful direction of a classroom instructor is a disruption for all students enrolled in the class. Cheating violations include, but are not limited to: (1) obtaining an examination , classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination , classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination , classroom activity, laboratory exercise, or homework assignment ; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) Plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person without proper credit.

CELL PHONES:

Cell phones are not permitted in the classroom or in the Student Salon. Cell phones can be used in the break room or when students leave the building.

Disciplinary actions for cheating in a course are at the discretion of the individual instructor. The instructor of that course will file a report with the Dean of Students when a student is caught cheating in the course, whether it be a workforce or academic course. The report shall include the course, instructor, student's name, and the type of cheating involved.
Students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean. The Dean will notify all involved parties within fourteen days of any action taken.

American with Disabilities Act Statement:

Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Office of Student Services (806-874-3571 or 800-687- 9737). We will work with you to make whatever accommodations we need to make.

Dropping a Course:

A student who is enrolled in a developmental course for TSI purposes may not drop his/her only developmental course unless the student completely withdraws from the college. A student may drop any other course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar. The request for permission to drop a course is initiated by the student by procuring a drop form from the Office of Student Services. (Refer to other policies concerning this issue in the current college catalog online.)

Withdrawal from College:

When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also

withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

The Cosmetology Handbook: Polices and Procedures

http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf

"For students in this course who may have a criminal background, please be advised that the background could keep you from being licensed by the State of Texas. If you have a question about your background and licensure, please speak with your instructor or the Vice President of Academic Affairs. You also have the right to request a criminal history evaluation letter from the applicable licensing agency."