

500-Hour Student Instructor Program Syllabus

Description: The 500-clock hour course meets TDLR requirements for licensure. Using *Milady Master Educator* text, the program emphasizes instruction methods, clinic management, lesson planning and evaluation. The course includes lengthy periods of standing, working with chemicals and manipulating sharp objects.

Objectives: Upon completion of the student instructor course, the graduate will be able to:

1. Display personal integrity with self confidence and a positive attitude in teaching
2. Demonstrate effective communication with diverse learners and groups of various sizes
3. Display effective student-teacher relationships
4. Combine learned theory with technical skill to instruct students in performing required applications

To continue to grow as an instructor, the graduate should continue to learn new and current information related to skills, trends, and methods for career enhancement.

Instruction Methods: The student instructor program combines textbook study on effective communication, grading and instruction methods with practical teaching experience. The student instructor demonstrates practical skills and guides student learning in 1-to-1, small group and school-wide settings. The student instructor works with beginner, intermediate and advanced cosmetology, manicure and/or esthetician students. Education methods may include textbook study, student teaching, observation, demonstration, individual advising, self-assessment, lesson preparation, projects and activities.

Reference: Magazines, books and DVDs/videos are available to assist in teaching practical applications to students. Sources include American Crew, Aquage, Eminence Organics, Milady, OPI, Pivot Point, Redken, TIGI and Wella.

Daily Schedule (subject to change):

8:00-9:00	Self-paced study in textbook, meet with Instructor, chapter tests
9:00-10:00	Assist senior students with clients; observe classroom theory
10:00-12:00	Demonstrate practical skills for beginner students
12:00	Lunch or end of day for part-time student
12:30-4:00	Oversee beginning students; assist advanced students on salon floor
4:00-4:30	Supervise school sanitation

Grading: Students must maintain a minimum grade average of 75% to be making satisfactory academic progress. Students are graded on written work, tests, student teaching and a mock state board practical exam. All grades will be on a 100-point scale. Written tests are generally given on Friday. If the student does not pass a chapter test, the score will be recorded; but the student has one opportunity to re-test. If the re-test score is higher, it will replace the first score.

Comprehensive written finals are given at completion of all chapter tests; the student must pass 2 comprehensive written finals with a minimum passing score of 80%. The grading scale is A: 90%-100% Excellent; B: 80%-89% Good; C: 75%-79% Satisfactory; F: 0%-74% Unsatisfactory.

Graduation: To be eligible for graduation, the student instructor will:

- complete all chapter tests, projects and lessons with a minimum cumulative grade of 75%
- complete 2 comprehensive written finals with a minimum grade of 80%
- pass 1 mock state board practical exam with a minimum grade of 75%
- complete all clock hours required by TDLR
- complete an exit interview and exit paperwork
- make satisfactory arrangements for payment of all debts to the school

Curriculum: Lesson Plans	120
Methods of Teaching	120
Classroom Management	60
Evaluation Techniques	60
State Laws and Forms	40
Preparation and Use of Visual Aids	40
Learning Theory	40
Orientation, Rules and Laws	20
Total clock hours	500

Weeks 1 & 2 for full-time or Weeks 1 to 4 for part-time

- Attend orientation on school policies
- Complete two or more Chapters in the Milady Text and Test
- Demonstrate practical skills for beginner students

Weeks 3 & 4 for full-time or Weeks 5 to 8 for part-time

- Complete two or more Chapters in the Milady Text and Test
- Demonstrate practical skills for beginner students

Weeks 5 & 6 for full-time or Weeks 9 to 12 for part-time

- Prepare and direct students in a 10-minute activity during theory to help students understand or experience a concept in the current chapter of Salon Fundamentals textbook.
- Complete two or more Chapters in the Milady Text and Test
- Demonstrate practical skills for beginner students
- Participate in grading students on a mock State Board practical

Weeks 7 & 8 for full-time or Weeks 13 to 16 for part-time

- Teach classroom theory for 1 Day
- Prepare a rough-draft of the lesson plan and handout for the TDLR Instructor Practical
- Complete two or more Chapters in the Milady Text and Test
- Demonstrate practical skills for beginner students

Weeks 9 & 10 for full-time or Weeks 17 to 20 for part-time

- Participate in grading students on a mock State Board practical
- Submit final version of handout and lesson plan for TDLR Instructor Practical
- Texas Cosmetologist Laws and Rules Review
- Complete two or more Chapters in the Milady Text and Test
- Demonstrate practical skills for beginner students; assist advanced students on salon floor

Weeks 11 & 12 for full-time or Weeks 21 to 24 for part-time

- Teach classroom theory for 60 minutes on the current chapter in Salon Fundamentals.
- Comprehensive finals 1 and 2
- Give a practical lesson demonstration following TDLR Instructor Practical guidelines
- Assist advanced students on salon floor

Week 13 for full-time or Week 25 for part-time

- Demonstrate practical skills for beginner students; assist advanced students on salon floor
- Retest if needed for Finals
- Assist advanced students on salon floor