



**COWLEY COLLEGE  
& Area Vocational Technical School**

**COURSE PROCEDURE FOR**

**NAIL TECHNOLOGY  
COS5110 10 Credit Hours**

**Student Level:**

This course is open to students on the college level in either the Freshman or Sophomore year.

**Catalog Description:**

**COS5110 (10 Hrs.)**

Instruction consists of 350 clock hours in the history of nails, the structure of both the skin & nails, anatomy, physiology, chemistry, & electricity as it pertains to the nail industry. The students will gain knowledge in infection control procedures, first aid procedures, sanitation & disinfection procedures that are governed by the state board. Students will be trained in manicuring, pedicuring, electric filing, nail tips & wraps, acrylic nails, UV & LED gels, & nail art. The students will also gain an understanding of the salon business, how to seek employment in the nail industry, & job training. The course will also prepare the students for the state board exams.

**Prerequisites:**

An applicant must be 18 years of age, have a college level reading score & pass the Nail Technology entrance application.

**Controlling Purpose:**

This course is designed to educate & prepare students to become a licensed nail technician in the state of Kansas. Through theory & practical application the students will learn several important topics, including infection control, & the salon business.

**Learner Outcomes:**

Upon completion of the course, the student will:

- Be eligible to take the state board licensing exam with the Kansas State Board of Cosmetology.
- Have technical skills in manicuring, pedicuring, acrylic nails, nail tips & wraps, UV & LED gels, & nail art.
- Be able to gain employment in the nail industry upon passing state board exams.

**Units Outcomes and Clock Hours of Instruction for Core Curriculum:**

The following outline defines the minimum core content not including the final examination period. Instructors may add other material as time allows.

Evaluation Key:

- A = All major and minor goals have been achieved and the achievement level is considerably above the minimum required for doing more advanced work in the same field.
- B = All major goals have been achieved, but the student has failed to achieve some of the less important goals. However, the student has progressed to the point where the goals of work at the next level can be easily achieved.
- C = All major goals have been achieved, but many of the minor goals have not been achieved. In this grade range, the minimum level of proficiency represents a person who has achieved the major goals to the minimum amount of preparation necessary for taking more advanced work in the same field, but without any major handicap of inadequacy in his background.
- D = A few of the major goals have been achieved, but the student’s achievement is so limited that he is not well prepared to work at a more advanced level in the same field.
- F = Failing, will be computed in GPA and hours attempted.
- N = No instruction or training in this area.

<b>UNIT 1: ORIENTATION</b>						
Outcomes: The students will gain knowledge on Nail History & Career Opportunities, Life Skills, Professional Image & Successful Communication.						
A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Understand the history of Cosmetology & Nail Technology
						Identify the career opportunities as a Nail Technician.
						Understand the techniques to manage a successful career.
						Understand how to portray a professional image.
						Understand how to avoid physical injuries.
						Build a clientele.
						Get along with coworkers & managers.
						Articulate professionally.
						Communicate with clients & coworkers successfully.

**UNIT 2: GENERAL SCIENCES**

Outcomes: The students will gain knowledge on Infection Control, Anatomy & Physiology, Skin Structure, Growth, & Nutrition, Nail Structure & Growth, Nail Disorders & Diseases, Chemistry, Nail Product Chemistry & Electricity.

A	B	C	D	F	N	Specific Competencies:
						Demonstrate the ability to:
						Recognize bacteria.
						Prevent the spreading of bacteria & viruses.
						Understand laws & regulations of infection control.
						Demonstrate infection control in the salon.
						Identify nerves in the arm, hand, lower leg, & foot.
						Identify different types of tissue in the body.
						Identify each major system of the human body.
						Identify the bones in the hand, arm, shoulder, foot, ankle & leg.
						Identify the muscles of the arm, hand, lower leg & foot.
						Identify the structures of the skin & skin composition.
						Identify the principal functions of the skin.
						Maintain skin health.
						Prevent premature aging of the skin.
						Identify primary & secondary lesions on the skin.
						Identify skin conditions.
						Identify the structure of the nail.
						Identify the anatomy of the nail.
						Identify & understand nail disorders.
						Identify & understand nail diseases.
						Understand basic chemistry.
						Understand & identify chemicals in nail products.
						Understand the basics of electricity.
						Identify & understand electrical measurements & types of electrical currents.
						Understand & practice safe use of electrical equipment.

### UNIT 3: NAIL CARE

Outcomes: The students will gain knowledge on Manicuring, Pedicuring, Electrical Filing, Nail Tips & Wraps, Monomer Liquid & Polymer Powder Nail Enhancements (Acrylic Nails), UV & LED Gels, & adding a creative touch to nails.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Identify & Utilize the manicure tools.
						Clean & disinfect tools.
						Properly set nail table for manicure.
						Identify the five basic nail shapes.
						Understand & identify steps to a basic manicure.
						Perform a basic manicure.
						Apply polish to nail in correct steps.
						Understand & perform steps for State Board.
						Identify & utilize pedicure tools.
						Understand & perform basic steps to pedicure.
						Identify & perform leg & foot massage.
						Identify what electric file to use.
						Identify the different types & uses of electric nail file bits.
						Proper use & sanitation of electric nail file.
						Use proper safety procedures for electric filing.
						Identify & utilize tools for nail tips & wraps.
						Perform proper nail wrap application.
						Identify nail wrap strengths.
						Understand & perform steps for State Board.
						Understand the chemistry of monomer liquid & polymer powder.
						Understand the structure of a nail enhancement.
						Identify & utilize the tools for acrylic nail enhancements.
						Perform proper acrylic nail enhancements.
						Perform proper acrylic nail enhancements using forms.
						Perform maintenance, crack repairs & removal of acrylic nail enhancements.
						Understand & perform steps for State Board.

						Understand product & equipment facts on UV & LED gels.
						Perform UV & LED gel application.
						Remove UV & LED gels properly.
						Provide nail art using polish, acrylic, UV gels & embellishments.

#### UNIT 4: BUSINESS SKILLS

Outcomes: The students will gain knowledge in Seeking Employment, On the Job Training, & Understanding the Salon Business.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Prepare for licensure.
						Prepare for employment by setting personal goals..
						Develop resume & employment portfolio.
						Understand working in a salon with clients & coworkers.
						Understand how to manage money with a personal budget.
						Understand how to expand their business with marketing.
						Understand salon terms.
						Understand difference between booth rental & commission based salons.
						Understand how to operate a successful salon.

#### UNIT 5: PREPARING FOR STATE BOARD EXAM

Outcomes: The students will gain knowledge of the State Board requirements for their exam, steps to pack for the practical exam & steps to take the day of the exam.

A	B	C	D	F	N	Specific Competencies
						Demonstrate the ability to:
						Understand state requirements for licensing exam.
						Understand state requirements for appearance at the exam.
						Understand state requirements on what to pack in kits for state board practical exam.
						Understand what steps to take the day of the exam.

**Breakdown of Hours:**

The professional component consists of 350 clock hours of instruction, built around the following:

Scientific concept.....	60 hours
Manicuring skills.....	75 hours
Artificial nails.....	160 hours
Business practices.....	35 hours
State law.....	20 hours
<b>TOTAL HOURS.....</b>	<b>350 hours</b>

**Projects Required:**

As assigned in class

**Textbook:**

Milady 2015 Edition Nail Technology Textbook

**Materials/Equipment Required:**

Student basic tools & equipment kit  
CND acrylic nail kit

**Attendance Policy:**

Students should adhere to the attendance policy outlined by the instructor in the course syllabus.

**Grading Policy:**

The grading policy will be outlined by the instructor in the course syllabus.

**Maximum class size:**

10 students per course.

**Course Time Frame:**

The U.S. Department of Education, Higher Learning Commission and the Kansas Board of Regents define credit hour and have specific regulations that the college must follow when developing, teaching and assessing the educational aspects of the college. A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally-established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work for approximately fifteen weeks for one semester hour of credit or an equivalent amount of work over a different amount of time. The number of semester hours of credit allowed for each distance education or blended hybrid courses shall be assigned by the college based on the amount of time needed to achieve the same course outcomes in a purely face-to-face format.

**Refer to the following policies:**

[402.00 Academic Code of Conduct](#)

[263.00 Student Appeal of Course Grades](#)

[403.00 Student Code of Conduct](#)

**Disability Services Program:**

Cowley College, in recognition of state and federal laws, will accommodate a student with a documented disability. If a student has a disability which may impact work in this class and which requires accommodations, contact the Disability Services Coordinator.