

# Skyline College

## *Cosmetology Department*

### Program Review

### Executive Summary



### Short Summary of Findings

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In keeping with the mission and goals of the San Mateo Community College District, the Cosmetology program at Skyline College identifies and responds to the educational needs of the community by providing a learner-centered environment which enables cosmetology students to realize their individual potential.

The Cosmetology program prepares students for professional careers in the field of cosmetology through the state of California, Board of Barbering and Cosmetology licensing process. Students are trained to demonstrate skill mastery in cosmetology related activities and demonstrate analytical thinking in all classes in the program. In addition to the courses for the Cosmetology certificate, additional courses such as instructor preparation, esthetician training; advanced cosmetology concepts; salon practice; and spa technician training are offered. The Cosmetology program provides transfer options with an Associate in Science Degree Cosmetology major and certificates in Cosmetology, Cosmetician/Esthetician, and Manicuring upon completion of the available programs.

### Three Strengths of the Program

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- One of the Department's greatest strengths is its retention and success statistics. Cosmetology students have a 98 percent retention rate in our programs and a 96 percent success rate. Cosmetology students must maintain a 75 percent average in their course work and adhere to a strict attendance policy to complete the program.
- Both full- and part-time faculty in the Cosmetology Program remain current in their discipline to ensure a pertinent, focused and up-to-date curriculum. In addition, staff regularly attends outside training opportunities in workshops, hair shows and competitions, technical training classes, and workshops on a systematic basis.
- Utilization of our Advisory Board members, who are highly regarded professionals, current and past students, full-time and part time faculty, and staff give us a unique edge in our program. These members are chosen for their diverse range of professional knowledge, expertise and abilities to influence cosmetology program growth. They assist the Department in forecasting and evaluating future and present trends in the field.

### Three Suggestions for Improvement

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- Additional space and updated classrooms and labs to accommodate current enrollment in our programs and allow for future expansion and development for future need including access to inside bathrooms for client retention and student safety.
- A comprehensive Esthetic lab with a professional and welcoming environment filled with state-of-the art-equipment including facilities/space for equipment storage to accommodate this expanding program.
- Additional faculty and staff to meet the growing needs of Cosmetology program expansion and California State Board licensing requirements for student-teacher ratios.

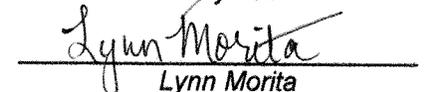
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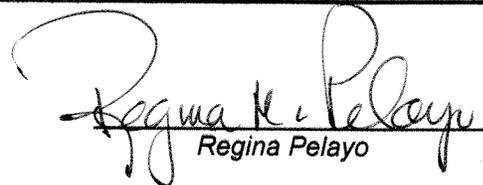
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#### Full-Time Faculty Signatures

  
Laurie Biagi

  
May Lee

  
Lynn Morita

  
Regina Pelayo

Submitted on: October 2005

# Skyline College

## Program Review Self Study Cosmetology Department

### PART A: Overview of Program

**1. *State the goals/ focus of this program and how the program contributes to the mission and priorities of the College and District.***

Skyline Cosmetology is a unique program housed within the Business Division of the College. In line with the mission of the College, the program provides specialized learner-centered educational training in a culturally rich and socially responsible environment for students in the community. The Cosmetology, Esthetician and Manicuring programs are designed to give students the finest training and experience available to prepare them for qualification to take the California State Board of Cosmetology examination for licensure as cosmetologists, estheticians, manicurists, and instructors. Additionally, students can enroll in the Spa Technician Training program to learn skills and knowledge related to therapies and treatments for employment in the Spa Services industry.

Career opportunities include skilled cosmetologists, estheticians, and manicurists who can find employment with full-service and specialty salons. Licensed cosmetologists have the flexibility to work either full or part-time, and employment opportunities are available without regard to gender or age. The employment outlook continues to look good.

**2. *Discuss how this program coordinates, impacts, and/or interacts with other programs in the College.***

The Cosmetology Department regularly interacts with other departments at Skyline College. Cosmetology students participate and provide makeup and hair designs working with student production teams for fashion show productions at the request of the Canada College Fashion Department, the Skyline College Physical Education Dance Productions. Additionally, they provide services to the parents of the San Francisco Child Development Center. The Department also works with the City of South San Francisco, their local fire and police departments, El Camino High School and South San Francisco High School to create a video for an awareness program for teens on drunk driving. Cosmetology staff and students provide the triage makeup for the victims before and after the crash. The video is used throughout the state in health and safety classes.

The Cosmetology Department regularly participates in the Skyline College Career Expo, hosts an annual Cosmetology Career Fair that includes a very popular auction, participated in Canada College's KinderCaminata, and hosts a number of individual career workshops which bring community businesses (salons) onto the campus thereby providing employment opportunities for Cosmetology students.

The Spa program provides relaxation and stress reduction by featuring a number of treatments such as body treatments, hand and foot treatments, facial treatments, and a variety of Wellness packages. Clients come from all areas of the college and neighborhood to take advantage of these services.

The Cosmetology Department regularly *donates* gift certificates to a variety of events, programs, and departments for the College campus.

**3. *If the program utilizes advisory boards and/or professional organizations, describe their roles***

The Cosmetology Advisory Board members consist of mainstream, high technology salon owners (large and small), current students as well as former graduates, full and part time faculty, and staff. Members are selected for their diverse range of professional knowledge, expertise, and ability to influence the Cosmetology program growth.

The Advisory Board assists the program in forecasting future trends in the field as well as evaluating present trends. The Board regularly makes recommendations on recruitment efforts, provides supplemental education for the students and training opportunities for the staff. In addition, past Board members have made significant contributions, including financial and product donations which further contribute to the success of our program. Needless to say, the Skyline Cosmetology Advisory Board is an active and integral part of the program and continues to be a strong force which plays a significant role in the growth and success of the program.

**4. *Explain how this program meets the needs of our diverse community.***

Through the expertise of a talented faculty and exposure to professional cosmetologists and salon owners, students can learn design, hair coloring, hair analysis, hair care, skin care, makeup, and esthetic enhancement of the body. There are no restrictions in enrollment that negate any student from our diverse and culturally-rich population to embark upon a career in cosmetology at Skyline College. We are committed to providing a quality education for all students regardless of level of academic preparation, socio-economic status, cultural, religious or ethnic background, or disability.

Additionally, students enrolled in the program serve clients from an equally culturally diverse community, as represented by a glimpse of the daily salon bookings, as a regular part of their training in the salon portion of the program.

The Cosmetology program continues to display outstanding student success and retention rates over the past six years. A table below compares the fall 2001 through fall 2003 Cosmetology success and retention rates to the Skyline averages for the same period.

	Fall 2001		Fall 2002		Fall 2003	
	<i>Success</i>	<i>Retention</i>	<i>Success</i>	<i>Retention</i>	<i>Success</i>	<i>Retention</i>
Cosmetology	97%	87%	96%	92%	98%	93%
Skyline	84%	71%	84%	71%	83%	79%

**5. *If the program has completed a previous self-study, evaluate the progress made toward previous goals***

In the previous program self study, the program goal of providing state-of-the-art training for students interested in the cosmetology industry has been very successful as revealed by program enrollment, success, and retention rates.

However, there were three areas which were identified as needing improvement, and very little progress has been made in addressing these needs or improving the prior conditions.

The review identified three weaknesses: lack of space available for program expansion due to increased enrollment; lack of time to conduct training for new staff and faculty; and inadequate technology that is necessary to bring the program into line with current industry standards.

Although the issue of technology has been addressed to some extent since the last review, there are still not enough computers in the department to provide access for students and staff needs. The two computers available are outdated, using old technology, and are barely adequate for current needs. There is insufficient multimedia technology and the new facility in Pacific Heights has only increased the technology problems.

## **PART B: Curriculum**

**1. *Describe how the courses offered in the program meet the needs of the discipline(s) and the students. (This may be answered through descriptive narrative evaluation or quantitative research).***

The Cosmetology program provides learner-centered education in a learner-centered environment. The most important factor for the staff is the success and well being of the cosmetology student. Training is job-oriented, current, and appropriate for the diverse group enrolled in the Cosmetology programs. The curriculum is complete and uses up-to-date material that evokes enthusiasm and interest in the profession. Students are encouraged to develop a sense of ownership in the program. There is a diverse staff with a wide range of experience that is at the forefront of the beauty industry.

After completion of the 1600-hour training course, students are prepared to take the State of California examination. Skyline College cosmetology students have over a 95 percent pass rate on the California state examination. The Cosmetology courses prepare students for entry-level employment as well as other related jobs in the field. Skilled cosmetologists, estheticians, and manicurists can find employment with full-service and specialty salons. Licensed cosmetologists have the flexibility to work either full- or part-time and employment opportunities are available without regard to gender or age.

The Cosmetology program serves the community by offering both day and evening programs where class size has an excellent student/teacher ratio. By offering an evening program, we have been able to attract students who have full time jobs and

are interested in pursuing a second career. We also offer evening curriculum which affords professionals an opportunity for training for advancement within the field.

Cosmetology staff and students participate in many community service events outside of school. Additionally, a very active Cosmetology Club helps support students with fund raising for show competitions at the local, state, national and international levels; sponsors field trips, advanced educational classes, career fairs, ethnic celebrations, theater work; and performs numerous community outreach.

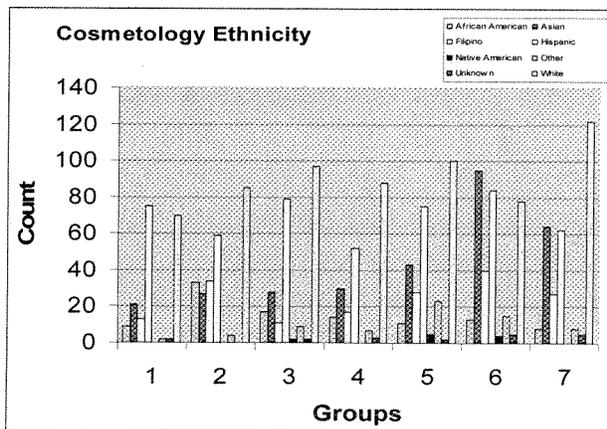
**2. State how the program has remained current in the discipline(s).**

As stated earlier, with the assistance of the Cosmetology Advisory Board, trends in the field of cosmetology are constantly reviewed and curriculum is updated and revised as changes occur. Additionally, we are mandated by the state of California licensing board to provide training that is designed to enable and ensure that students pass the state license examination. This mandate requires us to continually monitor and modify the curriculum and teaching skills on a regular basis.

The Cosmetology staff continues their involvement at the legislative level by serving on California State Board committees and by attending State Board cosmetology meetings. Skyline College's Cosmetology program is the only community college program that offers Spa Technician training which is widely publicized and utilized by other staff and community members. The Cosmetology program at Skyline continues to build a reputation as a progressive leader in the field of cosmetology.

**3. If the student population has changed, state how the program is addressing these changes.**

According to statistics from the Planning and Research Department, the Cosmetology student population has remained constant since 1997. Overall, the retention rate has remained in the 95% bracket over the years as well. The ethnic population is showing slight increases in the White, African American, and Asian groups. The Hispanic population has shown an overall decrease in the last four semesters.



**4. All courses in this program should be reviewed and, if appropriate, modified every six years. If this has not occurred, please list the courses and explain.**

All courses are regularly reviewed for compliance with the state of California licensing requirements. (Please see #2 above.)

**5. *If external accreditation or certification is required, please state the certifying agency and status of the program.***

Skyline's Cosmetology program is registered with the California Barbering and Cosmetology Board under the Rules and Regulations, Article 6 – Schools found in Title 16, Division 9, of the California Code of Regulations (includes Amendments through February 2004).

**6. *Discuss plans for future review and program modification.***

Program modification takes place as revisions are made in the regulations that govern our cosmetology school by the Board of Barbering and Cosmetology. We receive up-to-date notices of changes, as they occur. For example, the cosmetology instructor licensing procedure was "sunsetted" in January 2005.

The Spa Technician program has been identified as a program "ripe" for development. Information provided by the California EDD projects an increase of 1,400 job openings or a 23.7 percent increase from 2002 to 2012. With the current movement toward wellness, natural health, and prevention, there is renewed interest in massage therapy and this field is a legitimate part of the health care profession. Although the current Spa program does not provide training in this field, it is a natural extension of the current program. Massage therapists can work for themselves, physical therapy and rehabilitation practices, a health club, spa or even for a sports team or dance troupe. By becoming a licensed or certified massage therapist, students would be distinguished as a professional service provider. Those currently employed in related occupational health careers could be provided an opportunity to enhance current occupational skills by becoming a licensed or certified massage therapist and thereby improve employment prospects.

Currently, students interested in the esthetician, cosmetology, and manicuring programs are turned away and placed on waiting lists every semester due to a lack of space. The "temporary" move to Pacific Heights has not increased the overall amount of space for this program and additionally has provided new problems due to the building's age and design. Pacific Heights is an old facility that was not designed to be used for a cosmetology program. Although upgrades and improvements have been made to make the facility ready for the classes and programs that are swinging there temporarily, there is no doubt that it is inadequate for the Cosmetology program even with the improvement.

To expand the current Spa technician program to include massage therapy that would teach massage techniques such as deep tissue or muscle massage, sports massage, reflexology, therapeutic touch massage, and shiatsu massage, additional space would be necessary. An expansion of the current spa program will require not just additional room, but the ability to create and work in an environment that will enable the program to provide professional and high quality training.

A professional environment is dependent upon the ability to have modern and up-to-date facilities, provide control over lighting, heat, and privacy to clients.

## **PART C: Faculty and Staff**

**1. *List major development activities completed by faculty and staff in this program in the last six years and state what development is needed or proposed by faculty in this program.***

- Skyline continues to be #2 in the state of California for students passing the Cosmetology Barbering and Cosmetology board exams.
- The majority of the staff attends classes/seminars/trade shows in an effort to keep updated on the state-of-the-art teaching methods.
- Skyline Cosmetology exceeds all standards set by State Board of Barbering and Cosmetology as well as the Post Secondary Education Council.
- Staff has attended Master Education classes presented by Milady Publishers for the past three years.
- The program consists of a diverse staff with a wide range of skills and experiences.
- Skyline College's Cosmetology Program is the only community college with a Spa Technician program that boasts one of the most professional and esthetically pleasing environments.
- The program provides open access to the community by offering day and evening programs and classes as well as a variety of specialty training classes.
- The Programs offers a full service salon during the day, evening, and weekends to the community which provides the Cosmetology students an opportunity to practice and polish their professional skills as they interact with and work on actual clients.
- The program has been featured in various magazines and newspapers including the *Stylist Trade* magazine and the *Skyline View*.
- The program has an extremely active cosmetology club which supports students in competitions, field trips, advanced education classes, career fairs, ethnic celebrations, etc.

**2. *Describe the orientation process for new faculty and staff (include student workers such as tutors and aides).***

The faculty and coordinator work with new employees to process employment papers and review the list of duties, including a Standard Operational Procedures (SOP) binder. All tutors and instructional aides are given clear directives as to their responsibilities in the Department.

All new faculty are required to attend the faculty orientation which is presented by the College.

**3. *If recruitment of new and/or diverse faculty is needed, suggest recruitment techniques.***

The teacher training program, which provides evening classes to professionals and graduates of the program, has been instrumental in recruiting and hiring new faculty.

By attending a teacher training course offered by the Skyline Cosmetology Program, teachers are indoctrinated to the standards and procedures utilized in the Skyline program. However, effective as of January 2005, there is no longer a licensing tool through the State Board of Barbering and Cosmetology for instructors. An appeal is being made by the industry to reinstate the instructor license, and we are hopeful that this decision will be rescinded.

## **PART D: Facilities, Equipment, Materials and Maintenance**

- 1. Discuss the effectiveness of the facilities, equipment, equipment maintenance, and materials for the program to meet its goals and focus. Include if they impact success and if they are accessible to all students.*

The Pacific Heights “swing space” is sorely inadequate at this time considering the number of students enrolled in our day and evening programs. There is no room for growth or expansion although we continue to accept large numbers of students into the program. Attrition does not work for us because our retention rates are extremely high. During the second eight weeks of the 2005 fall semester, we admitted 21 new freshman students although we are clearly impacted by the number of existing students in the program. Because of the lack of space for lab facilities and classrooms, we have had to limit the salon services we provide to the community.

The program must now try to contend with three labs which are no longer adjacent to one another—this has resulted in many issues and complications for students, clients, and staff. There are not enough sinks, restrooms, shower facilities, storage facilities in or near classrooms, or dressing rooms. Furniture and equipment are inadequate and outdated; however, because of our unique situation of not swinging back to our previous location, there are no processes or plans for the Cosmetology Department to receive funds for equipment replacement. In the swing, we moved the majority of our furniture and fixtures to Pacific Heights. Much of this furniture and equipment is outdated, worn out, or just falling apart. Replacement furniture was confiscated from the used furniture pile behind the PE building that was discarded by other departments. It is totally inadequate and leaves us with very unprofessional classrooms and labs.

Although the Cosmetology lab is relative new and students have been working in the lab for approximately six weeks, it is apparent that the floor is not withstanding the everyday wear and tear. After only six weeks, the floor looks like it is 20 years old. It appears that the tile adhesive is rising up from underneath the tiles and is appearing as dark lines between each tile. Scratch and scuff marks, which cannot be removed, seem to be caused by students moving their portable work stations, tables and equipment from one area to another. Spills, which frequently occur in the labs, are causing tiles stains which cannot be removed. It is becoming apparent that the floors in the Cosmetology lab are not of a sufficient quality to be able to withstand the wear and tear and will soon have to be replaced.

Other issues at the top of our list of concerns are the outside portable bathrooms which are located a considerable distance from the door of our department. Students, as well as clients (many who are elderly with handicap issues) are not only

required to go outside, but also must walk a considerable distance, to use a restroom. The only restroom available in the Cosmetology Department is inside a room located in the Spa facility which is highly intrusive and awkward for both spa clients and esthetician students. This inconveniences students, clients, and staff who must deal with these intrusions and sorely affects the professionalism of the Spa program. Cosmetology clients, who may be having various chemical hair treatments such as coloring or perming or who may be in various stages of undress, cannot be asked to leave the lab, walk down a public hallway through the PE Department or outside to use restroom facilities.

The night Cosmetology students are clearly the ones who are most negatively impacted and placed in danger due to the outside toilet facilities that are situated on the opposite end of the building and as far away from the Cosmetology Department and classrooms as possible. The location of the restrooms poses a safety issue for students and clients due to the poor lighting and the fact that Cosmetology students are in class from 6:00 p.m. to 10:00 p.m. from Monday through Thursday; additionally, the inclement weather at Skyline College, which is often cold, wet and foggy makes the trip miserable and time consuming.

During the remodeling of Pacific Heights, we learned that no provision had been made for a Cosmetology dispensary from which all products and supplies are dispensed to the students. This dispensary is the hub of our lab so it was decided that we would convert the four faculty offices in the lab into a dispensary since the Department could not function without this component. However, that decision has resulted in four full time instructors, one part-time department coordinator, and a department secretary residing in the same office. These crowded conditions have made private conferences with students and staff impossible, made working conditions difficult, and resulting in six people working in too small of a space.

## **2. *List projected needs.***

During the spring 2005 semester, the Cosmetology faculty was presented with two options:

- Swing temporarily to Pacific Heights and move back to a “remodeled, retrofitted” department in Building 8 with no chance for increased space or future expansion; or
- Swing to Pacific Heights with an opportunity for a brand new facility built with money from a bond supplemented by college money. We were told that if the bond did not pass, the Pacific Heights space would be renovated to meet the needs of the program and when the swing space was no longer needed and programs began to move back to their renovated buildings, the Cosmetology Program would have an opportunity to use the vacated spaces for the much needed expansion for their program.

Mixed messages continue to come from the Chancellor and the Skyline College administration regarding the future of our program and facility. It is important that we are included in the decisions regarding the plan for the length of stay at this new facility, how the issues we have delineated earlier concerning this “temporary” space will be addressed and resolved, and the contingent plans for our department if the

bond does not pass. It is an uncomfortable feeling to be in the position of not knowing what the future holds.

Space continues to be the primary issue for the program as well as the top priority for the Cosmetology Department and its programs. We have many safety issues relating to students, faculty, and staff housed in the new "swing space" of Pacific Heights.

**3. *Describe the use of technology in the program and discuss if technology is current and comparable to other college and business or industry.***

The Cosmetology Instructors currently use computers as well as other forms of technology in their classrooms. However, the equipment in the department has not kept up with the technology available due to the lack of instructional equipment funds. Although the Department has been able to purchase several laptops over the past six years, we need additional computers, projectors, and other multimedia equipment.

Instructors have purchased computers with personal funds to use in their classroom. The setup, configuration, and size of the classrooms in Pacific Heights are not conducive to our technological needs. It is difficult to use PowerPoint presentations due to the limited space, the inability to darken rooms, and the need to use classrooms as both lecture classrooms and application labs. Technology and computers are important to our program and students as our industry becomes more reliant on new technology in many areas; i.e., client bookings and inventory control.

**4. *If appropriate, describe the support the program receives from industry. If the support is not adequate, what is necessary to improve that support?***

Support comes from the industry in the form of training, classes, and supplies although this support tends to be sporadic. The program could benefit substantially by college supported marketing efforts for our program and the services we offer to the community. Although many Skyline departments, student service programs, and Skyline administrators frequently request that the Cosmetology Department provide "free services" or "gift certificates" for friends, business acquaintances, and specific department fund raising or promotion efforts, rarely do they reciprocate by asking how they can assist us in promoting our program or services. The Cosmetology staff would be very interested in working with the Public Relations Department as well as other areas of the College to promote our programs and increase our visibility.

## **PART E: Budget Request**

**1. *What resources (staff, facilities, equipment and/or supplies) will be needed in the next six years?***

- Faculty – full time and part time with adequate office space
- Increased budget for supplies\*
- Increased classroom and lab space\*
- State of the art equipment for esthetician, cosmetology, and spa labs\*

- Classrooms suitable for both lecture and practical applications
- Guest speaker stage (three-tiered) for demonstrations done by industry experts on a regular basis with room for seating for all Cosmetology students (over 100)
- Shower facilities for the Spa
- Support staff for existing and future classes including instructional aides, an evening store keeper and a full-time evening receptionist
- Facilities to enable us to offer manicure and massage programs
- Laptop and desk computers
- Multimedia equipment such as DVD players, a sound system to connect labs and classrooms, etc.

*\*Enrollment in the Cosmetology programs has continued to increase and each semester we have to turn students away due to a lack of space. The Cosmetology program has one of the highest retention and success rates, high workloads, expanding enrollment, and weekly student contact hours. Our supplies budget continues to decrease and there are no finances or plans to purchase, replace or upgrade equipment, furniture, and or fixture.*

**2. *If appropriate, discuss methods the program could share resources with other programs in the College and District.***

When we were in located in Building 8, we shared many resources with other departments; we had access to vending machines which provided coffee and snacks to students and staff who are on campus and in class for a minimum of 8 hours each day; Scantron machines were accessible to staff and faculty as were copiers, fax machines, etc.

We interacted with the Biology Department for the purpose of testing bacteria growth through the use of their microscopes, we took students on field trips to the library, and students and staff had the ability to walk to the cafeteria and back during breaks. However, with our new location at Pacific Heights, we are extremely isolated and these shared resources are no longer conveniently available. Our isolated location from the College and the Business Division are a major concern for us and has caused problems that we did not anticipate.

**Skyline College Program Review**  
**Worksheet for Enrollment, Performance and WSCH/FTE**  
**Cosmetology Department**

**Weekly Student Contact Hours – WSCH**

Report the 3 previous **fall** semesters with the most recent on the right.

<i>Year</i>	<i>2001</i>	<i>2002</i>	<i>2003</i>
WSCH	5,341	5,072	4,326

**Please comment on program enrollment and expected trends.**

Weekly student contact hours decreased slightly from 2001 to 2002. This was caused by the large group accepted in 2001 requiring us to turn away new applications until the current students work through the program and graduate which opens us space to enroll more students. The ability to increase WSCH are always based on space and staff constraints. Additionally, some classes were not offered in 2003 due to budget cuts and staffing constraints.

***FTE and WSCH/FTE (LOAD)***

Report the previous 3 fall semesters with the most recent on the right

<i>Year</i>	<i>2001</i>	<i>2002</i>	<i>2003</i>
FTE	6.62	6.85	6.47
WSCH/FTE	807	741	668

**Please comment on the comparison of this program to College trends.**

As explained above, a decrease in WSCH will impact both FTE and load. The hire of a full time faculty replacement in 2003 has also had some affect on load. The Cosmetology Department maintains a very high overall load when compared to the desired load of 525.

***Retention and Success***

Report data on program retention and success rate with the most recent on the right.

	<i>2001</i>	<i>2002</i>	<i>2003</i>	<i>2004</i>
<i>Retention</i>	97%	96%	98%	98%
<i>Success</i>	87%	92%	94%	96%

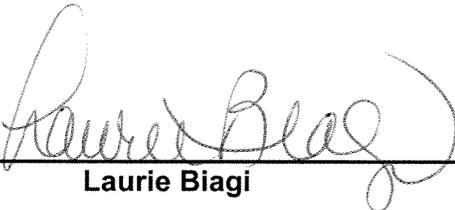
***Please comment on the programs success and retention rate. Include factors that affect the rates and how college services are used to provide multiple avenues for student success.***

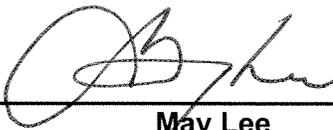
Even though the theory aspects of the program include challenging academic materials such as terminology, vocabulary, chemistry and math much of the success of Cosmetology students can be attributed to the hands-on training, creative learning techniques, and the outstanding faculty and staff who teach and assist in the program. Coupled with the fact that Skyline's Cosmetology Department has one of the highest pass rates on the California State Board exam, it is evident that the instructors and staff in the Department are doing an outstanding job.

# Skyline College Program Review

## Certification of Course Outline & Prerequisite Review Cosmetology Department

### Faculty Signatures

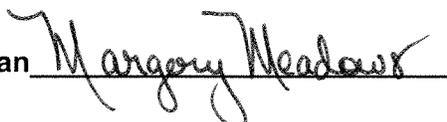
  
\_\_\_\_\_  
Laurie Biagi

  
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May Lee

  
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Lynn Morita

  
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Regina Pelayo

Date Submitted: October 3, 2005

Division Dean 



**COURSE OUTLINE & PREREQUISITE CHECKLIST**  
**COSMETOLOGY DEPARTMENT**

1	2	3	4		5	6	7
Prefix & Number	Title	Review Date	Transfer		G.E.	Prerequisites, Corequisites, Recommendations	Validated
			CSU	UC & CSU			
COSM 665	Special Projects	11/05				NA	
COSM 700	Cosmetology Concepts and Practice I	11/05				NA	
COSM 710	Cosmetology Concepts and Practice II	11/05				Completion of COSM 700 with a grade of C or better	✓
COSM 720	Cosmetology Concepts and Practice III	11/05				Completion of COSM 700 with a grade of C or better	✓
COSM 740	Cosmetology Concepts and Practice V	11/05				Completion of COSM 700, 710, 720, & 730 with a C or better	✓
COSM 750	Cosmetology Brush-Up	11/05				Cosmetology License	✓
COSM 754	Manicuring	11/05				NA	
COSM 760	Cosmetology Instructor Preparation	11/05				Valid California Cosmetologist's license and a minimum of one year's full-time practical experience	✓
COSM 775	Esthetician	11/05				NA	
COSM 782	Advanced Cosmetology Concepts	11/05				Valid California Cosmetologist's license or actively enrolled in Skyline Cosmetology program	✓
COSM 784	Salon Practice	11/05				Must be currently enrolled in Cosmetology 710, 720, 730, or 740	✓
COSM 785	Spa Technician Training	11/05				NA	