Welcome to San Diego City College

Cosmetology Program Orientation
Orientation Topics:

1. Mission statement
2. Program overview
3. How to get started
4. Department guidelines
5. Faculty introduction
6. Life cycle of a student
7. Q & A

PLEASE Hold all questions until the END of the presentation...
Cosmetology Program
Mission Statement

- Our purpose is to inspire students to become the best stylists they can be, by instilling in them the fundamentals of cosmetology & customer service.

- By preparing them for the State Board licensing examination, and to equip them with the knowledge to be successful business practitioners after graduation.
Getting Started

1. Apply for admission to San Diego City College (at Admissions Office [A-112] or online at studentweb.sdcccd.edu)
2. Contact Financial Aid. (In person by stopping by room A-223 or visit sdcity.edu/financialaid)

*Please Not Processing financial aid can take 8 to 12 weeks. Apply as soon as possible. It is best to apply online for faster Processing.
Orientation

3. Attend Cosmetology Orientation
4. purchase your cosmentology kit at the bookstore.
*You will NOT be able to start without it

Your Kit will be delivered to you on the first day
5. Acquire Add Codes from Kim Mc Adams BT-215 & Register for your courses (Before the first day of class)
6. Arrive to the first day of class in full uniform, with a smile on and you're in!
8 week sessions are held year round

8.5 units per session, including theory and lab

Total program runs 5-(8 week sessions) equating up to 42.5 units total

Total of 1600 clocked hours required for completion

Class meets Monday – Friday 7:45 A.M.-4:30 P.M.

Approximately 25 students admitted each session
Overview of Topics by Session

- **Freshman Session Topics 50:**
  - Haircutting Wet
  - Chemical Sessions

- **Junior 1 Session Topics 60:**
  - Manicures and Pedicures
  - Haircutting Continued Wet
  - Hairstyling Continued
  - Thermal Styling

- **Junior 2 Session Topics 70:**
  - Advanced Haircutting
  - Advanced Wet Hairstyling
  - Advanced Thermal Styling
  - Advanced Chemical Services

- **Senior 1 Session Topics 81:**
  - Client Services
  - Basic Business Practices
  - Review of all Procedures

- **Senior 2 Session Topics 90:**
  - State Board Preparation
  - Weekly Practical Exams
  - Weekly Written Exams
  - Mock Board

"SUCCESSFUL PEOPLE NEVER WORRY ABOUT WHAT OTHERS ARE DOING."
Day to Day for a Cosmo Student
Monday, Tuesday, and Wednesday Theory and Lab

- Clock in before 7:45 am
- Monday - Theory
- Tuesday - Friday Lab
- Lunch from 11:30 to noon
- Afternoon lab runs noon to 2:15 pm
- Break from 2:15 to 2:30 pm
- Afternoon lab concludes 2:30 to 4:30 pm
Day to Day for a Cosmo Student

Tuesday thru Friday Lab

- Clock in by 7:45 am
- Morning break 9:30 to 9:15 am
- Morning lab continues 9:15 to 11:30 am
- Lunch from 11:30 to noon
- Afternoon lab runs noon to 2:15 pm
- Break from 2:15 to 2:30 pm
- Afternoon lab concludes 2:30 to 4:30 pm
COSMETOLOGY REGISTRATION FEES

- 8.5 units per (8-week session) $46/unit = $391.00

- $391.00 per (8 week sessions)

- 5 (8-week sessions) total = $1955.00

- Most Price Quotes Are Estimates and Are Subject to Change Per Semester
The parking garage entrance is on Eastside of the V building.

A parking permit can be purchased each semester for $35.00 (This is an optional fee) A permit can be purchased online through Reg-e.

Beware* tickets will be issued to cars without a parking pass beginning the first day of school.
Student health fees must be paid every semester.

Health fees are $18 for spring and fall semester and $14 for summer semester.

For senior lab, an additional $7 liability insurance fee is required because you will be working with clients.

A student representation fee of $1 is also due for every semester attended.

If mandatory fees are not paid, you will be dropped from all your courses you have enrolled in.

PAY YOUR FEES (LOCATION A-112)
1. Dress code/uniform
2. Attendance
3. Time Cards
4. Cosmetology kit
5. Student Rights & Responsibilities
6. Disabled Student Services
7. Graduation
8. Staff
Dress Code and Uniform

- **Students are required to be in complete uniform at all times.**

- **Top:** Black cotton scrub top (black undershirt is optional for colder days).

- **Pants:** Black cotton scrub pants.

- **Shoes:** Black leather sketchers.

- **Socks:** Solid black or white socks.

- Uniforms must remain clean & free from all stains.

- Students should refrain from dressing up uniforms (no scarves, hats, bandanas).

- Students will be sent home if they are in correct uniform

- [AceUniforms.com](http://AceUniforms.com) 633 16th Street San Diego, CA 92101  Phone: 619-233-0227
Proper Uniform and Shoe

Black Scrub top and Bottoms
Time cards

Cosmetology is a time-based program, & accurate tracking of your time is imperative. It is the students’ responsibility to manage their time cards accurately. (Per State Board)

- Students must clock in by 7:45 am.
- Lunch must be taken by law.
- Do not clock another student’s time card. It is illegal & may result in being dropped from the program.
- Time card specifics will be discussed the first day of class.
- It is a good idea to document your time daily throughout the program using another source than your time card. Some ideas are documenting them in a calendar, planner, tablet, or a smart phone.

STUDENTS THAT ARRIVE LATE WILL BE LOCKED OUT & LOOSE HOURS. STUDENTS WILL NOT BE ALLOWED TO CLOCK IN UNTIL NEXT CLASS HAS STARTED OR AFTER BREAK!
Cosmetology Kit & Supplies

- Intro Kit + State Board Kit = Approx. > $2000.00
- Scrubs (2x) and Shoes = $200.00
- Dermalogica Kit = $40.00
- Books = Approx. $300-$400
- Registration Fee = $1955.00

*YOU MUST PURCHASE YOUR KIT TO RECEIVE ADD CODES
ALL SUPPLIES WILL BE AVAILABLE AT THE BOOKSTORE*
Behaving professionally & being respectful to faculty & fellow students is integral to your success in the cosmetology program. **District Policy 3100 outlines the administrative due process in the following areas:**

- Standards of Conduct
- Administration of Discipline
- Administrative Due Process
- Student Grievances
- Student Discrimination Appeals

* This policy is designed to protect students & to ensure an effective learning environment. (Any students that disrupt the learning process, engage in threatening behavior or harassment, or physical aggression will be dropped from the program.)
DSPS provides services & courses to support students with disabilities in the achievement of their academic & vocational goals.

The mission of DSPS at City College is to provide services & programs to facilitate access & to represent the concerns of students with disabilities at the campus, district & state levels.

For more information visit DSPS in Room -A115 on campus or their website located at [http://www.sdcity.edu/DSPS](http://www.sdcity.edu/DSPS)

**Phone:** 619-388-3513  **Email:** CityDSPS@sdccd.edu
Graduation

There are two Graduations ceremonies for cosmetology students:

1. Cosmetology program personal graduation conducted on the final day of class.

2. San Diego City College’s formal course graduation at the end of the semester.

Students who plan to walk at SDCCD’s graduation must make and follow an Applied Education Plan. This plan outlines the courses you must take to earn your Associates Degree or Certification. For more information please visit the counseling center (A110) or visit http://careertech.sdccd.edu/educationalplan.html
Faculty & Staff

Department Contact Information

- **Dean:** Rose LaMuraglia  
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- **Office Coordinator:** Rita Mason  
  Phone: 619) 388-3104
  
  Enrollment Assistant: Veronica Gaeta  
  Email: vgaeta@sdccd.edu
- **Professor:** Constance Calhoun
- **Professor:** Patricia Jones
- **Professor:** Sylvia Leon
- **Professor:** Kim Shafer (619) 388-3488
Additional Activities & Events

• Women’s Resource Fair
• Veteran’s Stand Down
• San Diego County Fair
• Mesa College Fashion Show
• Comic-Con International Convention Center
• Hair & Makeup for our Photography department
PLEASE RAISE YOUR HAND IF YOU HAVE ANY QUESTIONS
THANK YOU

SUDIE PHILLIPS

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