Course Description
Course covers the following topics: the study of nail theory, natural and artificial nail care, anatomy, chemistry and safety.
3 Cr (1 lect/pres, 2 lab, 0 other)

Course Focus
This course enables the student to be knowledgeable of manicuring and pedicuring services as well as the artificial nail enhancement aspect of the cosmetology profession.

Text and References
Salon Fundamentals Textbook and Study Guide
Publisher: Pivot Point International
2nd Edition, 1st Printing, June 2010
Chapter 14

Course Goals
The following list of course goals addressed in the course. These goals directly related to the performance objectives. (*designates a CRUCIAL goal)

1. Investigate nail theory
2. Understand nail growth
3. Review nail structure
4. Assess the facts
5. Analyze shape and thickness of nails
6. Identify nail diseases and disorders
7. Indicate serious nail problems
8. List the four basic nail shapes
*9. Determine the cause of a nail problem
10. Discuss causes of nail discoloration
11. Discern the need for a hot oil manicure
12. Learn different product systems
13. Accommodate each client’s special needs
14. Consult with client
15. Explain nail services available
16. Observe clients hands and feet
17. Consider clients preferences
18. Evaluate nail condition
19. Deliver hand care
*20. Practice sanitation procedures
21. Protect the health of the client
*22. Experience hands on training
23. Summarize a basic manicure procedure
24. Demonstrate nail services
25. Ensure client comfort
26. Duplicate a basic pedicure
27. Enhance a clients overall image
*28. Follow blood spill procedures
29. Greet clients confidently
30. Inform clients of retail promotions
31. Offer male manicures
32. Provide specialized nail services
33. Recommend treatment course
34. Complete client record cards
35. Conduct a french manicure procedure
36. Craft nail art
37. Maintain nail implements and equipment
38. Perform massage manipulations
39. Request satisfaction feedback
40. Respect educated professionals
41. Administer appropriate cuticle care
42. Apply nail polish accurately
43. Arrange products conveniently
44. Review artificial nail care
45. Incorporate artificial nail products
*46. Create durable nail extensions
47. Prepare the natural nail for enhancement
*48. Extend nail length with nail tips
49. Select correct size of nail tips
*50. Blend monomers and polymers
51. Position acrylic material on nail plate
*52. Produce sculptured nails
*53. Blend and smooth imperfections
54. Reiterate re-balancing importance
55. Repair broken nails
56. Remove artificial nail enhancements
57. Watch for MMA indicators

Course Evaluation
Student evaluated by means of written assignments, chapter tests, hands on applications and a final examination.

Average 3 Work-book assignments = 25% of Final Grade
Average 3 Chapter quizzes = 25% of Final Grade
Average 2 Hands on activities = 25% of Final Grade
Final Examination= 25% of Final grade

The grading scale is as follows:
90 - 100 = A
80 - 89 = B
70 - 79 = C
60 - 69 = D
Below 60 = F
**Course Schedule**
The class meets for 3 lecture/presentation hour and 3 lab hours per week.

**Student Contributions**
Each student will spend approximately 2.5-5 hours per week preparing for class and completing assignments to turn in weekly.

Each week students will turn in assignments as specified on Blackboard. In addition, chapter tests are to be completed as assigned. Students will also complete a final exam/project to demonstrate their knowledge of the material.

Student Attendance Policy: See student handbook within the TCL Catalog.

Approved by: Kenneth Flick

Developed/Revised: 4/26/2013

Ken Flick, Division Dean for Business/Industrial Division
ADA Statement
The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

Academic Misconduct
There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship. It is the student’s responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification. The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the TCL Student Handbook, the Division Office, and the Learning Resources Center.

Attendance
The College’s statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

- Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING. Reinstatement requires the signature of the division dean.
- Students taking an online/internet class must sign in and communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING. Reinstatement requires the signature of the division dean.
- In the event it becomes necessary for a student to withdraw from the course OR if a student stops attending class, it is the student’s responsibility to initiate and complete the necessary paperwork. Withdrawing from class may have consequences associated with financial aid and time to completion.
- When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdrawal the student with a grade of “W”, “WP”, or “WF” depending on the date the student exceeded the allowed absences and the student’s progress up to the last date of attendance
  Or
  Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.
- Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.
- A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.
- A copy of TCL’s STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.

Hazardous Weather
In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWWV 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVH 101.1, WSOK 1230 AM, WAEV 97.3, WTOC TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. www.tcl.edu/textalert.asp

Emergency Text Message Alert
Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. Participants receive immediate notification of emergency events and weather cancelations via text messaging on their cell phones. Participants can also opt in to receive non-emergency news and announcements. Go to www.tcl.edu. On the homepage, click on “emergency Text Alert at TCL” and fill out the form or go to www.tcl.edu/textalert.asp