FACULTY OF SCIENCE

SYLLABI

FOR

POST GRADUATE DIPLOMA IN

COSMETOLOGY & BEAUTY CARE

(SEMESTER SYSTEM)

SESSION 2014-2015
GUIDELINES AND SYLLABUS

FOR

POST GRADUATE DIPLOMA IN COSMETOLOGY & BEAUTY CARE

(REGULAR MODE)

1. Name of the Course: Post Graduate Diploma in Cosmetology & Beauty Care.

2. Duration: One academic year; Two semesters

3. Objectives: The following objectives shall be fulfilled:

   i. Understanding integral approach of Cosmetology and its therapeutic aspects towards general well being.

   ii. Imparting skills to the students enabling them to introduce cosmetology to improve general health and provide overall personality development.

   iii. Invoking scientific attitude among the students so as to channelize their energies and skills in creative and constructive endeavours.

   iv. Creating global awareness regarding the beneficial aspects of cosmetology & beauty care.

   v. Preparing professionals in the field of Cosmetology & Beauty Care.

GUIDELINES FOR THE PAPER SETTERS AND THE DISTRIBUTION OF MARKS OF THEORY PAPER

The Distribution for external theory paper (50 marks) shall be as follows:

1. There will be 9 questions in all.

2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.

3. All questions shall carry equal marks of 10 marks each.

4. Students will have to attempt 1 question from each unit.

5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.

6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

7. The theory paper shall be of a duration of three hours each.

8. The practical paper shall be of three hours each.
**SEMESTER -I (Regular Mode)**

**PART A: THEORY**

<table>
<thead>
<tr>
<th>S. No.</th>
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<th>Internal</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>111</td>
<td>Skin Care</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>2.</td>
<td>112</td>
<td>Hair Care</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>3.</td>
<td>113</td>
<td>Makeup Skills</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>4.</td>
<td>114</td>
<td>Body Care &amp; Nutrition</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>5.</td>
<td>115</td>
<td>Salon Management</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
</tbody>
</table>

**TOTAL MARKS**

| 300 |

**Part B: PRACTICALS**

<table>
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<tr>
<th>S. No.</th>
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<tbody>
<tr>
<td>1.</td>
<td>111-A</td>
<td>Skin Care</td>
<td>30</td>
<td>10</td>
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</tr>
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<td>112-A</td>
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</tr>
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</table>

**TOTAL MARKS**

| 200 |

**GRAND TOTAL = 300+ 200=500**

**GUIDELINES FOR INTERNAL ASSESSMENT OF THEORY AND DISTRIBUTION OF MARKS.**

1. External evaluation =50 marks; Internal evaluation =10 marks per paper.
2. **Internal evaluation** shall be based on the continuous comprehensive evaluation (CCE) on the following criteria:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>TYPE OF ACTIVITY</th>
<th>WEIGHTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>House Examinations</td>
<td>04 Marks</td>
</tr>
<tr>
<td>2.</td>
<td>Assignments, seminars, presentation</td>
<td>02 Marks</td>
</tr>
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<td>3.</td>
<td>Seminars &amp; Community activities</td>
<td>01 Marks</td>
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<tr>
<td>4.</td>
<td>Attendance *</td>
<td>03 Marks</td>
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</table>

*The weight age for attendance shall be awarded to only those candidates who have 75% attendance in the respective paper/area of activity.

<table>
<thead>
<tr>
<th>ATTENDANCE REQUIRED</th>
<th>MARKS AWARED</th>
</tr>
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<tbody>
<tr>
<td>75% to &gt; 84.9%</td>
<td>01 Mark</td>
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<tr>
<td>85% to &gt; 94.9%</td>
<td>02 Marks</td>
</tr>
<tr>
<td>95% and above</td>
<td>03 Marks</td>
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GUIDELINES FOR EXTERNAL & INTERNAL ASSESSMENT OF PRACTICALS AND DISTRIBUTION OF MARKS OF PRACTICALS

1. External assessment = 30; Internal assessment = 10 marks.
2. The weightage assigned to External Assessment shall be as per the following pattern:

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<tr>
<td>1.</td>
<td>Viva</td>
<td>05 Marks</td>
</tr>
<tr>
<td>2.</td>
<td>Practical</td>
<td>25 Marks</td>
</tr>
</tbody>
</table>

3. Internal Assessment shall be based on the continuous comprehensive evaluation (CCE) on the following criteria:

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SEMESTER –II (Regular Mode)

PART A: THEORY

<table>
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<tr>
<th>S. No.</th>
<th>Code</th>
<th>Paper</th>
<th>External</th>
<th>Internal</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>211</td>
<td>Skin Care</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>2.</td>
<td>212</td>
<td>Hair Care</td>
<td>50</td>
<td>10</td>
<td>60</td>
</tr>
<tr>
<td>3.</td>
<td>213</td>
<td>Makeup Skills</td>
<td>50</td>
<td>10</td>
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<tr>
<td>4.</td>
<td>214</td>
<td>Body Care &amp; Nutrition</td>
<td>50</td>
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<td>5.</td>
<td>215</td>
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<tr>
<td>TOTAL MARKS</td>
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PART B: PRACTICALS

<table>
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<tr>
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<td>150</td>
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<td>200</td>
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GRAND TOTAL = 300 + 200 = 500
GRAND TOTAL OF BOTH SEMESTERS = 500+500 = 1000
GUIDELINES FOR INTERNAL ASSESSMENT OF THEORY AND DISTRIBUTION OF MARKS.

1. External evaluation = 50 marks; Internal evaluation = 10 marks per paper.
2. Internal evaluation shall be based on the continuous comprehensive evaluation (CCE) on the following criteria:

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GUIDELINES FOR EXTERNAL & INTERNAL ASSESSMENT OF PRACTICALS AND DISTRIBUTION OF MARKS OF PRACTICALS

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COURSE OF STUDY
SEMESTER I

PAPER CODE: 111 (SKIN CARE)

PART A: THEORY

Time: 3Hrs
Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the skin structure, various problems and diseases and their remedies.
3. To provide a technical knowhow on various tools & gadgets used in this field.
4. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 111-A)

UNIT- I

1. COSMETOLOGY: definition, types, scope in India and Abroad, concept of cosmetologist.
2. SKIN: histology, anatomy, functions, basic types of skin. (normal, dry, oily & combination).

UNIT-II

3. FACIALS: importance, types of facial according to skin types and their benefits.
4. DAILY SKIN CARE REGIME: need & role of cleansing, toning and moisturising, preparation of organic cleansers, toners and moisturising.
UNIT-III

5. SKIN ANALYSIS & CONSULTATION: types of skin according to the advanced analysis: mature, sensitive, & male skin; disorders of skin; causes and remedies from the view point of a cosmetologist.

6. EXFOLIATION & DEEP SKIN CLEANSING: use of various advance tools & gadgets to help in scar removals with special reference to frimator, galvanic, microdermabrasion, Hi-Frequency, Galvanic, Ultra Sonic Gadgets.

UNIT- IV

7. NAIL: histology, anatomy, care, shapes of the nail.
8. MANICURE AND PEDICURE: definitions, types in manicure and pedicure, procedures, their contraindications and precautions.

PAPER CODE: 111-A (SKIN CARE)

PART B: PRACTICAL

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:
1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in skin care.
3. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE EXAMINERS:
1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva-voce.

TIME DURATION: 90 Hrs per week (including THEORY:111)

1. FACIALS:
   a. Basic Cleansing Facial
   b. Luster Gold Facial
   c. Vegetable Peel Facial
   d. Anti Acne Facial
   e. Anti Tan Facial
   f. Pearl Facial

2. BASIC MANICURE
3. BASIC PEDICURE

REFERENCES:
• Arya, M. *Herbal beauty and haircare guide*. Delhi: Manoj Pocket Books.
**PAPER CODE: 112 (HAIR CARE)**

**PART A: THEORY**

**Time: 3 Hrs**

**Total Marks : 60**

**Theory Paper : 50**

**Internal Assessment : 10**

**OBJECTIVES:**

1. To enable the students to learn about the different dimensions of Hair Trichology and its various aspects and at the same time to understand the remedies which can be provided by a cosmetologist.
2. To provide a technical knowhow on various tools & gadgets used in this field.
3. To enable the students to learn about different chemical treatments.

**INSTRUCTIONS FOR THE PAPER SETTER:**

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

**TIME DURATION: 90 Hrs per week (including Practical 112-A).**

**UNIT- I**

1. **HAIR TRICHOLOGY:** structure of hair, stages of hair growth, factors affecting hair growth, density of hair, types of texture in hair.

2. **PRINCIPLES OF HAIR DESIGN:** philosophy, elements, principles for hair design in basic haircuts and other graduating cuts.
UNIT- II

1. SHAMPOOS: types, composition, effect of shampoos on hair and scalp; process of shampooing and rinsing, draping of the client. pH factor of shampoos.

2. HAIR CONDITIONERS: types, their uses; difference between mask and conditioner; pH factor of conditioner.

UNIT- III

1. THE ART OF HAIR STYLING: determinants of a hair style, balance between hair structure and face structure and hair switches.

2. BASICS OF HAIR CUTTING: terms related to hair cutting, tools for hair cutting, geometry in hair cutting, sectioning, consultation, body position, safety measures.

UNIT- IV

1. HAIR TREATMENTS: falling hair, split ends, anti dandruff, deep conditioning of hair (treatment for dry/damage hair)

2. HAIR SPA: Indian style only with reference to introduction, basic techniques & method, need, types & benefits from view point of wellness (migraines etc.)

PAPER CODE: 112-A (HAIR CARE)

PART B: PRACTICAL

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in hair care.
3. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva-voce.

TIME DURATION: 90 Hrs per week (including THEORY:112)

1. Head massage
2. Hair Cuts: Basic (U,V & Straight Cut)
3. Roller setting
4. Blow drying
5. Pin curl setting
6. Tonging and crimping
7. Ironing
REFERENCES:


PAPER CODE: 113 (MAKE UP SKILLS)

PART A: THEORY

Time: 3Hrs

Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the various aspects of Make up Skills and its stance in this field.
3. To provide a technical knowhow on various Tools & gadgets used in this field.

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
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6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 113-A)

UNIT- I

1. MAKE UP AS CAREER: scope, layout of a makeup room, professionalism.
2. THEORY OF MAKE UP: introduction, tools used in makeup and their care, analysis of face shapes, knowledge of products used and their respective applications, knowledge about colour wheel, skin care, effects of lighting.

UNIT- II

3. SUPERFLOUS HAIR: meaning, types, methods of removal of superfluous hair.
4. EYEBROWS: various shapes, face shapes, methods of giving shapes, fixing of false eye lashes.

UNIT-III

5. MENHDI: History, different styles of henna application, procedure of preparing the matter.
6. BODY & FACE PAINTING: clown makeup, body art (tattoos; permanent and temporary), air brushing.

UNIT- IV

7. THEORY OF COSMETIC CHEMISTRY: types of powders, ointments, toners.
8. CASUALITY EFFECTS: Introduction, planning the effect, uses.

PRACTICAL CODE: 113-A (MAKEUP SKILLS)

PART: B PRACTICAL

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To teach the students the correct techniques of application.
2. To provide a technical know how on various tools used in make up.
3. To hone the creative skills of the students.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva- voce.
TIME DURATION: 90 Hrs per week (including THEORY:113)

1. Threading
2. Waxing
3. Basic Make up Techniques
4. Basic Nail Art
5. Mehndi

REFERENCES:

- Mittal, B.M. (2000). Handbook of Cosmetics
- Clayton, L. Modelling and beauty care
- Pran, A. Diamond beauty guide
- Mittal, B.M. (2000). Handbook of Cosmetics

PAPER CODE: 114 BODY CARE AND NUTRITION
PART A: THEORY

Time: 3Hrs Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the importance of Nutrition and its Holistic role in Body Care and its stance in this field.
3. To enable the students to learn about different Herbs and their role in recuperation of the Body with a special emphasis on Indian Herbs.
4. To understand various techniques of Massage and Spa with specific emphasis on Indian SPAs.

INSTRUCTIONS FOR THE PAPER SETTER:
The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
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5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 114-A)

UNIT- I

1. BASIC SYSTEMS OF HUMAN BODY-I: muscular system, skeletal system, circulatory system, nervous system.
2. BASIC SYSTEMS OF HUMAN BODY-II: endocrine system, digestive system, excretory system, respiratory system.

UNIT-II

1. THEORY OF MASSAGE: purpose, types, manipulations used in massage, physiological effects of massage.
2. BODY MASSAGE: Indian style only with reference to introduction, basic techniques & method.

UNIT- III

1. FOOD AND NUTRITION: definition of food, its functions, elementary knowledge of different food groups and their functions, concept of balanced diet, role of nutrition in beauty care.
2. OBESITY AND MALNUTRITION: definitions of obesity and malnutrition, their types, their causes, the remedial diet plans in case of obesity and malnutrition.

UNIT- IV

1. NATUROPATHY: history, definition & benefits.
2. AYURVEDIC CONCEPTS: brief introduction of HERBS and their remedial properties: tulsi, mint, neem, ashavgandha, aloe vera, amla, ritha nut, saunf, ajwain only.

PAPER CODE: 114-A BODY CARE & NUTRITION

PART –B: PRACTICALS

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:
1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in spa and massage.
3. To enable the students to learn the preparation of Organic Beauty & skin products.
INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.

2. The external examiner shall also conduct viva- voce.

TIME DURATION: 90 Hrs per week (including THEORY: 114)

1. Body Massage
2. Skin Polishing

REFERENCES:

- Parsons, T. *A Holistic Guide To Anatomy and Physiology* Canada:Thomson Learning.
• Gupta, H. *Surya kiran chikitsa dwara sehat aur saundarya*. Ludhiana: Vridhi enterprises.
• Vohra, D. *Health in your hands-Acupressure Therapy (Reflexology)*. Gala Publishers.
• Worwood, V. *Aroma therapy for the beauty Therapist*. London: Thomson Learning

**PAPER CODE: 115  SALON MANAGEMENT**

**PART A: THEORY**

**Time: 3Hrs**

**Total Marks: 60**

**Theory Paper: 50**

**Internal Assessment: 10**

**OBJECTIVES:**
1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the importance of Salon Management and its stance in this field.
3. To provide a technical knowhow on various aspects of Accounting involved in this field.
4. To have a thorough knowhow on Professional Ethics and Personal and Salon Hygiene.

**INSTRUCTIONS FOR THE PAPER SETTER:**

The Distribution for external theory paper (50 marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No. 9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 115-A)

UNIT- I
1. PROFESSIONAL IMAGE: definition of personality, qualities of effective physical presentation, qualities of communication.
2. PROFESSIONAL ETHICS: basic theory and its importance.

UNIT- II
3. SALON HYGIENE: definition & universal precautions and benefits.
4. DECONTAMINATION & STERILISATION: principles of sanitation and decontamination of a salon.

UNIT-III
5. CLIENT HANDLING SKILLS: basic communication skills, client consultation, Special issues in communication.
6. STAFF HANDLING SKILLS: communicating with co workers, with manager, human resource management in a salon.

UNIT-IV
7. SALON SECURITY: health & safety rules, preventive measures against theft, pilferage, accidents, fire breakouts.
8. BUSINESS ORGANIZATION: marketing, advertisement, sales & profit, retailing of products.

PAPER CODE: 115-A (SALON MANAGEMENT)

PART B: PRACTICALS

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:
1. To provide detailed study on the running of Salon Management.
2. To provide a technical knowhow on various aspects of Accounting involved in this field.
3. To have a thorough know how on Professional Ethics and Personal and Salon Hygiene.

INSTRUCTIONS FOR THE EXAMINERS:
1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva- voce.

TIME DURATION: 90 Hrs per week (including THEORY: 115)

1. Workshops
2. Preparation of ledger.
3. Stock Taking
REFERENCES:


SEMESTER-II

PAPER CODE: 211 (SKIN CARE)

Time: 3Hrs                                                        Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

PART A: THEORY

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the skin structure, various problems and diseases and their remedies.
3. To provide a technical knowhow on various tools & gadgets used in this field.
4. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 211-A)

UNIT- I
2. AGEING PROCESS: definition, factors affecting ageing process, types of preservative facials.

UNIT-II
3. TREATMENT FACIALS: procedure and benefits; types (Aroma facial, Thermoherb, Vegetable peel, Gold facial, Acne, Pigmentation, Silver, Diamond, Pearl, Wine, Chocolate, Oxy facial, Galvanic, Anti ageing).
4. ORGANIC BEAUTY & SKIN PRODUCTS: purpose & preparation of types of emollients, scrubs and creams.

UNIT- III
5. ROLE OF CHEMICALS: purpose, uses, types & their benefits
6. TOOLS & GADGETS USED IN ELECTROLOGY: purpose, different appliances used in cosmetology and their functions; (Vibrators, Hi-frequency, Steaming/Vapozone, Galvanic, Sibisper/Vaccum suction, Brushing machine, Light Therapy, Oxillation, Magnifier, Sterliser, Micro-dermabrasion).

UNIT- IV
7. DISEASES & DISORDERS OF NAIL: types of disorders & diseases; its causes and remedies
8. ADVANCE NAIL TECHNIQUES: pre service and post service procedures, nail tips, nail wraps, acrylic nails, gels.

PAPER CODE : 211-A (SKIN CARE)

PART B: PRACTICALS
Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:
1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in skin care.
3. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE EXAMINERS:
1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva- voce.
TIME DURATION: 90 Hrs per week (including THEORY: 211)

1. **ADVANCE FACIALS**
   a. Aroma Therapy
   b. Anti Pigmentation
   c. Acne Derm Treatment
   d. Oxy Facial
   e. Skin Tightening
   f. Thermoherb
   g. Intensive Moisturising Treatment
   h. Chocolate Facial

2. **ADVANCE MANICURE**
   a. French Manicure
   b. Intensive Moisturising
   c. Anti-tan Manicure
   d. Reflexology Manicure

3. **ADVANCE PEDICURE**
   a. French Pedicure
   b. Intensive Moisturising
   c. Anti-tan Pedicure
   d. Reflexology Pedicure

REFERENCES:

• Arya, M. *Herbal beauty and haircare guide*. Delhi: Manoj Pocket Books.
PART A: THEORY

OBJECTIVES:

1. To enable the students to learn about the different dimensions of Hair Trichology and its various aspects and at the same time to understand the remedies which can be provided by a cosmetologist.
2. To provide a technical knowhow on various tools & gadgets used in this field.
3. To enable the students to learn about different chemical treatments.

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50 marks) shall be as follows:

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 212-A)

UNIT- I

1. PROBLEMS OF HAIR; dandruff, falling hair, split ends, premature greying of hair, alopecia, treatments for various hair problems. Preparation of organic products for treatments of hair.
2. DISEASES OF SCALP: psoriasis, eczema, follicutis, sycosis, animal infestations, Tinea captis and preparation of organic products to cure these diseases.

UNIT- II

3. HAIR REBONDING: method, contraindications, precautions, common terms used in straightening.
4. HAIR PERMING: method, contraindications and precautions, disadvantages of perming, common terms used in perming; (spiral wrapping, croquignole wrapping, cold wave, partial perm, over processing).

UNIT- III

5. THEORY OF HAIR COLOUR: reasons to colour hair, factors influencing hair colour, colour wheel, types of hair colour, technique of hair colour application.
6. THE ART OF HAIR LIGHTENING: types of lighteners, the decolourising process, lightening of virgin hair, retouching of coloured hair.

UNIT- IV

7. TOOLS & GADGETS USED IN HAIR TREATMENTS: various procedure followed in hair treatments, electrical gadgets used& their operations (Hi Frequency, dryer, hood steamer).
8. DRAPING SERVICES: for wet hair, for chemical services, for dry hair service; advantages.

PAPER CODE: 212-A (HAIR CARE)

PART B: PRACTICAL

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in hair care.
3. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva- voce.

TIME DURATION: 90 Hrs per week (including THEORY: 212)

1. Hair cuts: Graduated. (sliding, bob, inverted horizontal wedge, reverse graduation, blended elevation, millennium, flicks).
2. Hair styling and art of switch making.
3. Hair perming techniques.
4. Hair Rebonding.
5. Colouring and lightening.
6. Hair treatments and Spa.
REFERENCES:


PAPER CODE: 213 (MAKE UP SKILLS)

Time: 3Hrs

Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

PART A: THEORY

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the various aspects of personal grooming and its stance in this field.
3. To provide a technical knowhow on various electrical gadgets used in this field

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-
1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.

6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 Hrs per week (including Practical 212-A)

UNIT- I

1. TECHNIQUES & APPLICATION OF MAKE UP: foundation, compact, blusher, eye shadow, lipsticks.
2. CORRECTIVE MAKE UP: use of colors, highlighting, contouring & blending.

UNIT- II

3. FASHION & PHOTOGRAPH MAKE UP: effects of lights, application & techniques, final looks.
4. TELEVISION & CINEMATOGRAPHY MAKE UP: effects of lights, application & techniques, final looks.

UNIT- III

5. PROSTHETICS & HISTORICAL MAKE UP: introduction, materials used, making of moulds, application areas.
6. CHARACTER MAKE UP: introduction, materials used, looks, application areas.

UNIT- IV

7. HAIR DRESSING & WIG MAKING: introduction, types of hair used, patterns, styling.
8. FACIAL HAIR: introduction & applying techniques

PRACTICAL CODE: 213-A (MAKEUP SKILLS)

PART: B PRACTICAL

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To teach the students the correct techniques of application.
2. To provide a technical know how on various tools used in make up.
3. To hone the creative skills of the students.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva-voce.

TIME DURATION: 90 Hrs per week (including THEORY: 213)

1. Corrective makeup.
2. Saree draping.
3. Artificial nail extension.
4. Professional makeup.
5. Character makeup.

REFERENCES:

- Mittal , B.M.(2000). *Handbook of Cosmetics*
- Clayton, L. *Modelling and beauty care*
- Pran,A. *Diamond beauty guide*
- Mittal, B.M. ( 2000). *Handbook of Cosmetics*

PAPER CODE: 214 (BODY CARE AND NUTRITION)

Time: 3Hrs Total Marks: 60
Theory Paper: 50
Internal Assessment: 10

PART A: THEORY

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the importance of Nutrition and its role in Body Care and its stance in this field.
3. To provide a technical knowhow on various aspects Nutrients and the side effects in their deficiency in the Body in this field.
4. To enable the students to learn about different Herbs and their role in recuperation of the Body with a special emphasis on Ayurveda.
5. To understand various techniques of Massage and Spa with specific emphasis on Indian SPAs.
INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 HRS Per Week ( Including practical 214-A)

UNIT- I

1. BACTERIOLOGY; definition, types of bacteria, common bacterial infections, other infectious agents.
2. THERAPIES: therapies used in field of beauty care,( silicon therapy, fibrant therapy, heparin therapy, colour therapy, aroma therapy), its purpose & effects.

UNIT- II

3. YOGA: meaning, scope with special reference to holistic health, meditation techniques and practise and its benefits on skin and beauty, yogic diet & its effect on body.
4. IMPORTANCE OF EXERCISE: types such as warming up, anaerobic & aerobics, their effects and precautions to be taken.

UNIT- III

5. AROMA THERAPY: meaning of aroma therapy, introduction to aroma oils, benefits and procedure of aroma therapy.

UNIT- IV

7. BODY SPA: history, definition of spa, benefits of spa, types and various methods of spa.
8. INDIAN SPA: procedures of Panchkarma, Shirodhara, Abhyangam.
PAPER CODE: 214-A (BODY CARE & NUTRITION)

PART –B: PRACTICALS

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To teach the students the correct procedures and massage manipulations
2. To provide a technical know how on various tools & gadgets used in spa and massage.
3. To enable the students to learn the preparation of Organic Beauty & skin products.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva- voce.

TIME DURATION: 90 Hrs per week (including THEORY: 214)

1. Different types of Body SPA
2. Body wraps
3. Heat treatment
4. Panchkarma.

REFERENCES:

• Agarwal, Y. *Prakritik Chikitsa ke Chamatkar.* Delhi: Hind Pustak Bhandar.
• Gala, D. *Loh chumbak chikitsa dwara swaim hi apne doctor banei.* Ahmedabad: Navneet Publications.
• Gupta, H. *Surya kiran chikitsa dwara sehat aur saundarya.* Ludhiana: Vridhi enterprises.
• Vohra, D. *Health in your hands-Acupressure Therapy (Reflexology).* Gala Publishers.
PART A: THEORY

OBJECTIVES:

1. To enable the students to know about the different dimensions of cosmetology and its scope.
2. To provide detailed study of the importance of Salon Management and its stance in this field.
3. To provide a technical knowhow on various aspects of Accounting involved in this field.
4. To have a thorough know how on Professional Ethics and Personal and Salon Hygiene.

INSTRUCTIONS FOR THE PAPER SETTER:

The Distribution for external theory paper (50marks) shall be as follows:-

1. There will be 9 questions in all.
2. The syllabus for each theory paper will be divided into 4 units. 2 questions will be set from each unit.
3. All questions shall carry equal marks of 10 marks each.
4. Students will have to attempt 1 question from each unit.
5. Question No.9 shall be compulsory carrying 4 questions which will be spread evenly over the four units. These questions will be short answer type questions (answers shall not exceed 50 words each) All questions will carry equal marks of 2.5 marks each.
6. 8 questions will be set out of the four units selecting at least two questions from each unit. There will be four units in each paper carrying two questions each. The students shall be required to attempt four questions selecting one from each unit. Each unit shall be of 10 marks each.

TIME DURATION: 90 HRS Per Week (Including practical 215-A)

UNIT- I

1. THE SALON BUSINESS: introduction, location of a salon, ways to improve profitability, types of ownership.
2. ACCOUNTS: Introduction, basic know how of stock taking of inventory, ledgers & importance of record keeping.

UNIT- II

1. OPERATION OF A SALON: planning the salon layout, personnel to be employed, reception area.
2. SALON RECEPTION: layout of a reception area, Display window, Communication skills & duties of a receptionist.

UNIT- III

1. BUSINESS OPERATIONS: capital, efficient management, trained staff, cost effectiveness.
2. FINANCE & RESOURCES: Introduction, importance, sources of financial
management, human, time & other salon resource management.

UNIT- IV

1. EMPLOYABILITY SKILLS: knowing career opportunities, understanding
resume writing, interview skills & presentation skills.
2. LIFE SKILLS: Intrapersonal skills (self awareness, decision making, critical
thinking).
   Interpersonal skills (assertiveness, facilitation, social skills, counselling skills).

REFERENCES:

  Learning

PAPER CODE: 215-A (SALON MANAGEMENT)

PART B: PRACTICALS

Total Marks: 40
Theory Paper: 30
Internal Assessment: 10

OBJECTIVES:

1. To provide detailed study on the running of Salon Management.
2. To provide a technical knowhow on various aspects of Accounting involved in this field.
3. To have a thorough know how on Professional Ethics and Personal and Salon
   Hygiene.

INSTRUCTIONS FOR THE EXAMINERS:

1. The examiner shall set any three practicals evenly spread over the entire syllabus
   and the students shall be required to perform any two within three hours duration.
2. The external examiner shall also conduct viva-voce.

TIME DURATION: 90 Hrs per week (including THEORY: 215)
1. Resume writing.
2. Mock interview.
4. Awareness exercises.

REFERENCES:

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