

FACULTY OF VOCATIONAL STUDIES

SYLLABUS

of

PG Diploma in Cosmetology (Semester: I -II)

(Under Continuous Evaluation System)

Session: 2019-20



The Heritage Institution

**KANYA MAHA VIDYALAYA
JALANDHAR
(Autonomous)**

**PG Diploma in Cosmetology
Session 2019-20**

Semester I							
Course Code	Course Name	Course Type	Marks				Examination time (in Hours)
			Total	Ext.		CA	
				L	P		
PCYM-1141	Personality Development	C	100	40	40	20	3+3hrs
PCYM-1142	External Skin Science	C	100	40	40	20	3+3hrs
PCYM-1143	Hair and Scalp	C	100	40	40	20	3+3hrs
Total			300				
Semester II							
Course Code	Course Name	Course Type	Marks				Examination time (in Hours)
			Total	Ext.		CA	
				L	P		
PCYM-2141	Yoga and Salon Management	C	100	40	40	20	3+3hrs
PCYM-2142	Make up and Cosmetic	C	150	40	80	30	3+3hrs
PCYM-2143	Chemical Structure of Hair and Colours	C	100	40	40	20	3+3hrs
Total			350				

PROGRAMME SPECIFIC OUTCOMES

PG Diploma in Cosmetology

PSO1 -Cosmetology is the study and application of beauty treatment. It is the science which focuses on making people look good. It comprises many branches which include beauty therapy and treatments for face, hair, body and overall health care.

PSO2- A cosmetologist is an expert in makeup, skin care and beauty products. He or she provides beauty services that include cosmetic care for hair, skin and body.

PSO3- Students who are interested to become a cosmetologist need to obtain certain educational and licensing requirements. With the right educational qualification and license, cosmetologists can work in several industries and may also be self-employed.

PSO4- Hair styles/hair dressers specialize in hair care, cutting, styling and setting.

PSO5- Cosmetologist study everything related to beauty from daily care to specialized techniques that enhance the appearance.

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Personality Development
Course Code: PCYM-1141
(THEORY)

Course Outcomes:-

CO 1 : To know the importance of cosmetology and its objectives

CO 2 : To enhance your beauty and groom the talking, walking, standing ,sitting skills

CO 3 : Grooming yourself with perfect selection of dresses and accessories according to occasion

CO 4 : Improving your speaking skills

CO 5 : To grab knowledge for person hygiene and learn healthy habits

CO 6 : To know the growth and reproduction of bacteria and its types

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Personality Development
Course Code: PCYM-1141
(THEORY)

Time: 3 hrs

Max. Marks: 100
Theory Marks: 40
Practical Marks: 40
CA: 20

Instructions for the Paper Setters:

Eight questions of equal marks (8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

COSMETOLOGY:

Introduction and Importance of Cosmetology

UNIT-II

PERSONAL GROOMING:

Colour and outfit culture:

- Colours:- Importance, effects and selection.
- Planning and Wardrobe and Selection of Clothes according to figure, physique, complexion, occupation and weather.
- Selection of accessories according to attire and occasion.
- Use of perfumes

Visual Poise

- Basic Stance and Corrective Stance.
- Basic hand positions and expressive and graceful hand free actions.
- correct different sitting positions and sitting on a low stool or bench.
- Walking correctly.
- Correct sleeping position.
- Getting in and out of cars
- Meeting and greeting people, party and table manner; entering and leaving properly.
- Handling coats, shawls and stoles, gloves and hand bags.

Speaking and Conversational charm:

- Characteristics of Charming conversationalist, topics of conversation, topics to avoid, manners of pleasant conversation, when to speak and when to listen.
- Voice cultivation, enunciation and pronunciation.

UNIT-III**PERSONAL HYGIENE:**

- Professional appearance and Good Grooming.
- Personal Hygiene and Healthy Habits.

UNIT-IV**BACTERIOLOGY: (In Short only)**

- What is Bacteria?
- Types of Bacteria
- Growth and Reproduction of Bacteria

Books Recommended:

- Complete beauty book by Helen Foster
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis

P.G Diploma in Cosmetology (Semester-I)

Session-2019-20

Personality Development

Course Code-PCYM-1141

(Practical)

Course Outcomes:

CO1: This subjects makes us learn how to dress according to occasion.

CO2: To Enhance your Beauty and groom the talking, walking , standing, sitting skills.

CO3: Grooming yourself with perfect selection of dresses and accessories according to occasion.

CO4: Improving your speaking skills.

CO5: To grab knowledge for person hygiene and learn health Habits.

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Personality Development
Course Code: PCYM-1141
(PRACTICAL)

Time: 3 hrs

Practical Marks: 40

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner which carries – 10 marks.

:

- (i) Dressing according to occasion, age, time, seasons.
- (ii) VIVA – on Visual Poises
- (iii) Practical files.

Personality Development (Semester-I)
Session-2019-20
External skin Science
Course Code: PCYM-1142
(THEORY)

COURSE OUTCOMES:

CO 1 : To grab the knowledge on cells and there growth and reproduction

CO 2: To learn the deep layers of skin and functions and its types and learn how to cure different types of skin problems

CO 3: To know different muscles and nerves of face and body for perfect massage and manipulation and relaxation

CO 4 : To learn the stepos of facial massage and pressure points for relaxation

CO 5 : To grab the knowledge for the theory of massage and its benefits and different facial therapies

Personality Development (Semester-I)
Session-2019-20
External Skin Science
Course Code: PCYM-1142
(THEORY)

Time: 3 hrs

Max. Marks: 100
Theory Marks:40
Practical Marks:40
CA:20

Instructions for the Paper Setters:

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

CELLS:

- Basic structure of cells
- Growth & reproduction of cells in brief.

UNIT-II

SKIN:

- Anatomy of Skin
- Function of Skin
- Types of Skin
- Problems of Skin

UNIT-III

FACIAL MUSCLES:

- Basic Knowledge of muscles of the facial skin.
- Kinds of nerves in short.
- Nerves of the face and neck.

UNIT-IV

MASSAGE:

- Theory of Massage
- Benefits of massage
- Basic Manipulations used in massage.
- Points to remember while Massage.
- Facial Therapies with Pressure points of Different types of skin.

P.G Diploma in Cosmetology (Semester-I)
Session-2019-20
External Skin science
Course Code-PCYM-1142
(Practical)

Course Outcomes:

CO1: This makes us learn about the aroma therapy.

CO2: To grab the knowledge about the body Massages and spa.

CO3: To grab the knowledge on cells and their growth and reproduction.

CO4 : To learn the deep layers of skin functions and its type and learn how to cure different types of skin problems.

CO5: To know different muscles and nerves of face and body for perfect massage and manipulation and relaxation.

CO6: To learn the steps of facial massage and pressure points for relaxation.

CO7: To grab the knowledge for the theory of massage and its benefits and different facial therapies.

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
External skin science
Course Code:PCYM-1142
(PRACTICAL)

Time: 3 hrs

Practical Marks: 40

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner which carries – 10 marks.

Facial treatment of Different types of Skin

- (i) Aroma Therapy
- (ii) Body Massage & Spa
- (iii) Viva
- (iv) File Work

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Hair and Scalp
Course Code: PCYM-1143
(THEORY)

COURSE OUTCOME:

CO 1: To learn the deep layers of hair its composition and its types

CO 2: To have knowledge for the structure connected with hair follicle

CO 3: This subject also teaches growth and replacement of hair with its hair cycle and hair pigments

CO 4: To know the hair analysis for curing the problems related to scalp and hair

CO 5: This also teaches us the different disorders of hair and scalp both infectious and non-infectious

CO 6: To learn different techniques of scalp treatment with different electrical equipments

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Hair and Scalp
Course Code: PCYM-1143
(THEORY)

Time: 3 hrs

Max. Marks: 100
Theory Marks:40
Practical Marks:40
CA:20

Instructions for the Paper Setters:

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

STRUCTURE OF HAIR:

- Composition of Hair
- Division of Hair
- Types of Hair

UNIT-II

KNOWLEDGE OF THE STRUCTURE CONNECTED WITH HAIR FOLLICLE:

- Dermal Papila
- Outer root sheath, inner roots sheath
- Bulb, matrix
- Dermal Cord
- Connective tissues
- Arrestor Pili muscles

GROWTH AND REPLACEMENT

- Hair Cycle
- Hair Analysis
- Hair Pigments

UNIT-III

DISORDER OF THE HAIR AND SCALP

- Non- Infections
- Infectious

UNIT-IV

CARE OF SCALP:

- Treatments of scalp with the help of natural ingredients and different types of Products.
- Different Electrical Equipments used in scalp treatment.

Books Recommended:

- Professional Hair Dressing by Martin Green Leo Palladino
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd

P.G Diploma in Cosmetology (Semester-I)
Session – 2019-20
Hair and Scalp
Course Code: PCYM-1143
(Practical)

COURSE OUTCOME:

CO 1: To learn the scalp and hair treatments.

CO2: Learn different types of hair styles and thermal styling.

CO3: To learn the deep layers of hair, its composition and its types.

CO4: To have knowledge for the structure connected with hair follicle.

CO5: This subject also teaches growth and replacement of hair with its hair cycle and hair pigments.

CO6: To know the hair analysis for curing problems related to scalp and hair.

CO7: To learn different techniques of scalp treatment with electrical equipments.

PG Diploma in Cosmetology (Semester-I)
Session – 2019-20
Hair and Scalp
Course Code:PCYM-1143
(PRACTICAL)

Time: 3 hrs

Practical Marks: 40

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner which carries – 10 marks.

- (i) Different types of scalp and Hair treatments.
- (ii) Hair Spas.
- (iii) Formal Hair Styles.
- (iv) Thermal Hair styling with Lod setting, Electric rollers, Hot rollers, straightness.
- (v) Removal of unwanted hair like – Threading, Waxing etc.

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
YOGA AND SALON MANAGEMENT
Course Code: PCYM – 2141
(THEORY)

COURSE OUTCOME:

CO1: To impart knowledge of skin and personal grooming.

CO 2: Understand why personal hygiene is an important part of good health maintenance

CO 3: Understand what areas are included in health maintenance

CO 4: Know when to offer choices when providing personal care

CO 5: Understand that professional ethics should always be applied when providing personal care

CO 6: Improve physical conditioning related to flexibility through participation in Hatha yoga.

CO 7: Develop and maintain a personal yoga practice.

CO 8: Understand the causes, and be better able to manage, stress, anxiety and low mood

YOGA AND SALON MANAGEMENT
Course Code: PCYM – 2141
(THEORY)

Time: 3 hrs

Max.Marks 100

Theory Marks:40
Practical Marks:40
C.A:20

Instructions for the Paper Setters:

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

YOGA:

- What is Yoga/ its aims, importance and benefits.
- ASSANS – Vajar, Tar, Bhujang, Gowmukh, Padam, their techniques, importance and effects on body and warm up techniques in Yoga.
- Aerobics and difference between Yoga and Aerobics.

UNIT-II

NUTRITION AND DIETICS:

- Major functions of carbohydrates, protein, fat, vitamin – A, B, C, B-Complex (B. Group) and sources related to skin, eye and hair.
- Role of water in maintaining healthy skin.
- Concept of Balance Diet and five food groups.

UNIT-III

SALON MANAGEMENT:

- Salon – Planning, Location
- Salon Ownership
- Space allotment, installation and fittings.
- Types of services and their cost.
- Types of employees and employment.
- Record keeping: Income and Expenditure
- Retailing and Salesmanship
- Advertising and Appointments
- Maintenance

- Common equipment required for salon operation
- Safety Precautions

UNIT-IV

STERILIZATION AND SANITATION:

- Common terms used in relation to disinfection
- Methods of sterilization and sanitation
- General suggestions for sanitation.

Books Recommended:

- Structural Yoga Therapy by Mukunda Stiles
- Contemporary Nutrition by Wardlaw Insel Seyler
- Nutrition Secretes by Hanley and Belfus, Inc, Medical Publisher.

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
YOGA AND SALON MANAGEMENT
Course Code: PCYM – 2141
(PRACTICAL)

COURSE OUTCOMES:

CO1: Yoga learn both the physical and meditative properties of the practice of yoga.

CO2: Possess the necessary skill to pass the Washington state licensure written and practical exam required for a professional license to work in the cosmetology industry.

CO3: To know different muscles and nerves and body or perfect massage and manipulation and relaxation.

CO4: Students will be able to perform various types of assans like vajar , Tar , Bhujang , Gowmukh, Padam.

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
YOGA AND SALON MANAGEMENT
Course Code: PCYM – 2141
(PRACTICAL)

Time: 3 hrs

Practical Marks: 40

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner which carries – 10 marks.

- (i) Perform Assans :Vajar, Tar, Bhujang, Gowmukh, Padam
- (ii) Aerobics
- (iii) Viva – Assans and Salon Management
- (iv) File Work

Books Recommended:

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Structural Yoga Therapy by Mukunda Stiles

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
MAKE UP AND COSMETICS
Course Code: PCYM – 2142
(THEORY)

COURSE OUTCOMES:

COS. 1 To understand the pattern for applying makeup techniques for all type of skin complexions.

COS. 2 To apply appropriate cosmetic to enhance a client's appearance.

COS.3 To understand that while applying makeup, one must take in to consideration the structure of client's face, the color of eye, skin and hair that how the client wants to look.

COS.4 Identify and apply various makeup equipments and techniques use for professional application.

COS.5 To Identify and apply various makeup equipment and techniques used for professional makeup application.

PG Diploma in Cosmetology (Semester-II)

Session – 2019-20

MAKE UP AND COSMETICS

Course Code: PCYM – 2142

(THEORY)

Time: 3 hrs

Max. Marks: 150

Theory Marks:40

Practical Marks:80

C.A:30

Instructions for the Paper Setters:

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

CHEMICAL AND PHYSICAL CLASSIFICATIONS OF COSMETICS

- Powders, solutions, soaps, emulsions – oil in water or water in oil, suspensions, ointments.
- Creams for different types of skin
- Skin Bleaches
- Cosmetics for make-up
- Nail Products

UNIT-II

MAKE – UP:

- Make-up according to skin, climate and occasion.
- Different types of make-up – corrective make-up, camufeluge make-up, theatremake-up.
- Bridal make-up.

UNIT-III

NAILS:

- Structure & functions of nail.
- Disorder and disease of nails.

UNIT-IV

MANICURE AND PADICURE

- Describe step by step.
- Their effects and Spa

Books Recommended:

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- The Make up Book by Sallu Norton
- Complete beauty book by Helen Foster
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis

P.G Diploma in Cosmetology (Semester-II)
Session – 2019-20
MAKEUP AND COSMETIC
Course Code: PCYM – 2142
(PRACTICAL)

COURSE OUTCOMES:

CO1: To grab the knowledge about different types of makeup i.e bridal, reception , dramatic and corrective makeup's.

CO2: To provide students with the basic body work techniques and skills needed to be employed as a massage therapist.

CO3: Understand the product , tools , equipment and techniques for pedicure or manicure.

CO4: The course teaches the theory and techniques of different types of makeups.

CO5: Perform natural nails services including manicuring and pedicuring.

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
MAKEUP AND COSMETIC
Course Code: PCYM – 2142
(PRACTICAL)

Time: 3 hrs

Practical Marks: 80

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner which carries – 10 marks.

- (i) Pedicure or manicure
- (ii) Bridal Makeup
- (iii) VIVA – About different types of Makeup and cosmetic
- (iv) File Work

Books Recommended:

- The Make up Book by Sallu Norton
- Complete beauty book by Helen Foster
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
CHEMICAL STRUCTURE OF HAIR AND COLOURS
Course Code: PCYM – 2143
(THEORY)

Course Outcomes:

- CO 1:** The purpose of this course is to provide students with the knowledge to identify terminology related to hair structure, growth and distribution
- CO 2:** Perform hair care services for all types of hair including hair analysis, hair cutting, hairstyling, hair coloring and lightening, permanent waving and chemical relaxing.
- CO 3:** Be able to provide specialist hair and scalp treatments.
- CO 4:** Understand how health and safety policies and procedures affect specialist hair and scalp treatments
- CO 5:** Understand the factors that influence specialist hair and scalp treatments
- CO 6:** Understand the products, tools, equipment and techniques, for hair and scalp treatments

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
CHEMICAL STRUCTURE OF HAIR AND COLOURS
Course Code: PCYM – 2143
(THEORY)

Time: 3 hrs

Max. Marks: 100
Theory Marks:40
Practical Marks:40
C.A:20

Instructions for the Paper Setters:

Eight questions of equal marks(8 each) are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section

UNIT-I

CHEMICAL STRUCTURE OF HAIR:

- Knowledge of hair bonds.
- How does a chemical react in layers of hair?
- Knowledge of Acids, Alkalics in hair.
- Types of shampoo and additives used in shampoo?

UNIT-II

KNOWLEDGE OF PHYSICAL AND CHEMICAL CLASSIFICATION: (In Brief only)

- Shampoo
- Hair conditioners and Rinses
- Setting Gels and Lotions
- Hair Sprays
- Hair Colouring Products
- Products for Permanent Straightening and Waving.
- Hair Tonics
- Hair Oils.

UNIT-III

HAIR COLOURING

- Principle of colour and colour correction.
- Types of colour

- Client consultation
- Applied techniques, mixing techniques
- Colour depth and tone.

UNIT-IV

HAIR TEXTURING

- Types of cutting tools.
- Hari Cutting Angle System
- Cutting lines and texturing
- Techniques of Hair cutting

Books Recommended:

- Professional Hair Dressing by Martin Green Leo Palladino
- Basic Knowledge of Skin Care, Hare Care and personal grooming by Anita Thakur.
- Complete beauty book by Helen Foster
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PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
CHEMICAL STRUCTURE OF HAIR AND COLOURS
Course Code: PCYM – 2143
(Practical)

COURSE OUTCOMES:

CO1: Understand the factors that influence specialist hair and scalp treatments.

CO2: Perform hair care services for all types of hair including hair analysis , hair cutting , hair styling , hair colouring and lightening ,permanent waving and chemical relaxing.

CO3: Understand the products tools , equipments and techniques for hair and scalp treatments.

CO4: Possess the necessary skill to pass the Washington state licensure written and practical exam required for a professional license to work in the cosmetology industry.

PG Diploma in Cosmetology (Semester-II)
Session – 2019-20
CHEMICAL STRUCTURE OF HAIR AND COLOURS
Course Code: PCYM – 2143
(PRACTICAL)

Time: 3

M. Marks:40

Instructions for Practical Examiners:

Question paper is to be set on the spot jointly by the Internal and External. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

Project file will be evaluated by External Examiner Which carries-10 marks.

- (i) Hair cuts : lines, angles and texture.
- (ii) Hair colouring and lightening.
- (iii) VIVA : About rebonding and permanent waving , shampooing.
- (iv) File work.