

Midland College
CSME 2350 - Syllabus
Preparation for State Licensing Written Examination
SCH (1-6)

Course Description:

This course provides preparation for the state licensing written examination.

Text, References, and Supplies:

Milady's Standard: Cosmetology, 14th Edition

Hardware:

None

Software:

CIMA Milady

Student Learning Outcomes (SLO) and Core Competencies:

SLO1. Review the required skills for the state licensing written examination.

SLO2. Identify safety and sanitation according to the laws and rules of the state licensing agency.

Student Contribution/ Class Policies:

Students are encouraged to contact the instructor at any time. If you need to meet with the instructor, you will need to make an appoint to guarantee the instructor's availability at a specific time.

Students will be expected to exhibit professional behavior in class. With regard to cell phone use, keep it on silent and do not take calls unless it is an emergency. Texting, social networking, gaming or any other type of cell phone activity is not permitted during class time. Students may not use their cell phones at all while completing exams.

Students MUST actively participate by completing an academic assignment required by the instructor by the official census date. Students who do not actively participate in an academically-related activity will be reported as never attended and dropped from the course.

Students are expected to participate in class regularly. It is the student's responsibility to log into Canvas. All due dates can be found on the course schedule posted in Canvas.

Students are expected to behave in a manner that will not interfere with the learning process. Should you find that you are unable to complete the course, it is necessary for you to contact the Office of Student Services at Midland College and officially drop the class; otherwise a grade of "F" will be given for the semester grade. The policy for student withdrawals is stated in the college Catalog in the Student Rights & Responsibilities section. The last day for withdrawal is published in the Midland College catalog and the current course schedule.

Midland College does not tolerate scholastic dishonesty or academic misconduct in any form. Please read the Midland College student handbook.

Lab Assignments/Homework:

It is important that the student complete all homework assignments. Late assignments will not be accepted. There will be no exceptions to this policy.

Grading/ Evaluation of Students:

Upon completion, your performance objective scores will be translated to percentages and the percentages to grades. Assignments will be evaluated and a score assigned. The score will be expressed as a percentage of possible points earned. Percentages are converted to grades and will be assigned as follows:

<60% = F

60% - 69% = D

70% - 79% = C

80% - 89% = B

90% - 100% = A

33% Weekly lab assignments and practical skill assignments

33% Weekly classroom assignments, theory workbook, practical workbook, worksheets, and weekly exams

34% Attendance

Assignments/Exams:

All assignments/exams have a due date. No late submissions will be accepted.

Course Schedule:

For a tentative schedule of the class material and specific due dates of assignments to be covered, please refer to the schedule provided in Canvas.

ADA Statement:

Midland College provides services for students with disabilities through Student Services. In order to receive accommodations, students must visit www.midland.edu/accommodation and complete the Application for Accommodation Services located under the Apply for Accommodations tab. Services or accommodations are not automatic, each student must apply and be approved to receive them. All documentation submitted will be reviewed and a "Notice of Accommodations" letter will be sent to instructors outlining any reasonable accommodations.

Non-Discrimination Statement:

Midland College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

Wendy Kane

Title IX Coordinator/Compliance Officer
3600 N. Garfield, SSC 242
Midland, Texas 79705
(432) 685-4695 / title9@midland.edu

For further information on notice of non-discrimination, visit the ED.gov Office of Civil Rights