

Apprenticeship and Industry Training

Hairstylist

Apprenticeship Course Outline

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**Hairstylist
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Apprenticeship

Apprenticeship is post-secondary education with a difference. Apprenticeship begins with finding an employer. Employers hire apprentices, pay their wages and provide on-the-job training and work experience. Approximately 80 per cent of an apprentice's time is spent on the job under the supervision of a certified journeyman or qualified tradesperson. The other 20 per cent involves technical training provided at, or through, a post-secondary institution – usually a college or technical institute.

To become certified journeymen, apprentices must learn theory and skills, and they must pass examinations. Requirements for certification—including the content and delivery of technical training—are developed and updated by the Alberta Apprenticeship and Industry Training Board on the recommendation of Hairstylist Provincial Apprenticeship Committee.

The graduate of the Hairstylist apprenticeship program is a certified journeyman who will be able to perform the following tasks:

- haircutting
- chemical texturing, chemical relaxing
- hair colouring
- eyebrow and eyelash treatment
- facial services for hairstyling purposes (moustaches and beards)
- wigs and hair additions
- hair and scalp shampooing, treatments and massage
- wet to dry styling
- perform assigned tasks in accordance with quality and production standards required by industry.

Apprenticeship and Industry Training System

Industry-Driven

Alberta's apprenticeship and industry training system is an industry-driven system that ensures a highly skilled, internationally competitive workforce in more than 50 designated trades and occupations. This workforce supports the economic progress of Alberta and its competitive role in the global market. Industry (employers and employees) establishes training and certification standards and provides direction to the system through an industry committee network and the Alberta Apprenticeship and Industry Training Board. The Alberta government provides the legislative framework and administrative support for the apprenticeship and industry training system.

Alberta Apprenticeship and Industry Training Board

The Alberta Apprenticeship and Industry Training Board provides a leadership role in developing Alberta's highly skilled and trained workforce. The board's primary responsibility is to establish the standards and requirements for training and certification in programs under the Apprenticeship and Industry Training Act. The board also provides advice to the Minister of Advanced Education and Technology on the needs of Alberta's labour market for skilled and trained workers, and the designation of trades and occupations.

The thirteen-member board consists of a chair, eight members representing trades and four members representing other industries. There are equal numbers of employer and employee representatives.

Industry Committee Network

Alberta's apprenticeship and industry training system relies on a network of industry committees, including local and provincial apprenticeship committees in the designated trades, and occupational committees in the designated occupations. The network also includes other committees such as provisional committees that are established before the designation of a new trade or occupation comes into effect. All trade committees are composed of equal numbers of employer and employee representatives. The industry committee network is the foundation of Alberta's apprenticeship and industry training system.

Local Apprenticeship Committees (LAC)

Wherever there is activity in a trade, the board can set up a local apprenticeship committee. The board appoints equal numbers of employee and employer representatives for terms of up to three years. The committee appoints a member as presiding officer. Local apprenticeship committees:

- monitor apprenticeship programs and the progress of apprentices in their trade, at the local level
- make recommendations to their trade's provincial apprenticeship committee (PAC) about apprenticeship and certification in their trade
- promote apprenticeship programs and training and the pursuit of careers in their trade
- make recommendations to the board about the appointment of members to their trade's PAC
- help settle certain kinds of disagreements between apprentices and their employers
- carry out functions assigned by their trade's PAC or the board

Provincial Apprenticeship Committees (PAC)

The board establishes a provincial apprenticeship committee for each trade. It appoints an equal number of employer and employee representatives, and, on the PAC's recommendation, a presiding officer - each for a maximum of two terms of up to three years. Most PACs have nine members but can have as many as twenty-one. Provincial apprenticeship committees:

- Make recommendations to the board about:
 - standards and requirements for training and certification in their trade
 - courses and examinations in their trade
 - apprenticeship and certification
 - designation of trades and occupations
 - regulations and orders under the Apprenticeship and Industry Training Act
- monitor the activities of local apprenticeship committees in their trade
- determine whether training of various kinds is equivalent to training provided in an apprenticeship program in their trade
- promote apprenticeship programs and training and the pursuit of careers in their trade
- consult with other committees under the Apprenticeship and Industry Training Act about apprenticeship programs, training and certification and facilitate cooperation between different trades and occupations
- consult with organizations, associations and people who have an interest in their trade and with employers and employees in their trade
- may participate in resolving certain disagreements between employers and employees
- carry out functions assigned by the board

Hairstylist PAC Members at the Time of Publication

Ms. Piechotta	Calgary	Presiding Officer
Ms. Bula	Edmonton	Employer
Ms. Waayenberg	Grande Prairie	Employer
Mr. Vanden Dungen	Lethbridge	Employer
Ms. Hannah	Red Deer	Employer
Ms. Chartrand	St. Albert	Employer
Ms. Chase	Vermilion	Employer
Ms. Bowman	Calgary	Employee
Ms. Hobal	Calgary	Employee
Ms. Prosser	Edmonton	Employee
Mr. Ramsay	Edmonton	Employee
Ms. Schneidmiller	Red Deer	Employee

Alberta Government

Alberta Advanced Education and Technology works with industry, employer and employee organizations and technical training providers to:

- facilitate industry's development and maintenance of training and certification standards
- provide registration and counselling services to apprentices and employers
- coordinate technical training in collaboration with training providers
- certify apprentices and others who meet industry standards

Technical Institutes and Colleges

The technical institutes and colleges are key participants in Alberta's apprenticeship and industry training system. They work with the board, industry committees and Alberta Advanced Education and Technology to enhance access and responsiveness to industry needs through the delivery of the technical training component of apprenticeship programs. They develop lesson plans from the course outlines established by industry and provide technical training to apprentices.

Apprenticeship Safety

Safe working procedures and conditions, incident/injury prevention, and the preservation of health are of primary importance in apprenticeship programs in Alberta. These responsibilities are shared and require the joint efforts of government, employers, employees, apprentices and the public. Therefore, it is imperative that all parties are aware of circumstances that may lead to injury or harm.

Safe learning experiences and healthy environments can be created by controlling the variables and behaviours that may contribute to or cause an incident or injury. By practicing a safe and healthy attitude, everyone can enjoy the benefit of an incident and injury free environment.

Alberta Apprenticeship and Industry Training Board Safety Policy

The Alberta Apprenticeship and Industry Training Board fully supports safe learning and working environments and encourages the teaching of proper safety procedures both within trade specific training and in the workplace.

Trade specific safety training is an integral component of technical training, while ongoing or general non-trade specific safety training remains the responsibility of the employer and the employee as required under workplace health and safety legislation.

Workplace Responsibilities

The employer is responsible for:

- training employees and apprentices in the safe use and operation of equipment
- providing and maintaining safety equipment, protective devices and clothing
- enforcing safe working procedures
- providing safeguards for machinery, equipment and tools
- observing all accident prevention regulations

The employee and apprentice are responsible for:

- working in accordance with the safety regulations pertaining to the job environment
- working in such a way as not to endanger themselves, fellow employees or apprentices

Workplace Health and Safety

A tradesperson is often exposed to more hazards than any other person in the work force and therefore should be familiar with and apply the Occupational Health and Safety Act, Regulations and Code when dealing with personal safety and the special safety rules that apply to all daily tasks.

Workplace Health and Safety (Alberta Employment, Immigration and Industry) conducts periodic inspections of workplaces to ensure that safety regulations for industry are being observed.

Additional information is available at www.worksafely.org

Technical Training

Apprenticeship technical training is delivered by the technical institutes and many colleges in the public post-secondary system throughout Alberta. The colleges and institutes are committed to delivering the technical training component of Alberta apprenticeship programs in a safe, efficient and effective manner. All training providers place great emphasis on safe technical practices that complement safe workplace practices and help to develop a skilled, safe workforce.

The following institutions deliver Hairstylist apprenticeship technical training:

Delmar College of Hair Design Ltd.	Calgary
Marvel Trade and Business College	Edmonton

Procedures for Recommending Revisions to the Course Outline

Advanced Education and Technology has prepared this course outline in partnership with the Hairstylist Provincial Apprenticeship Committee.

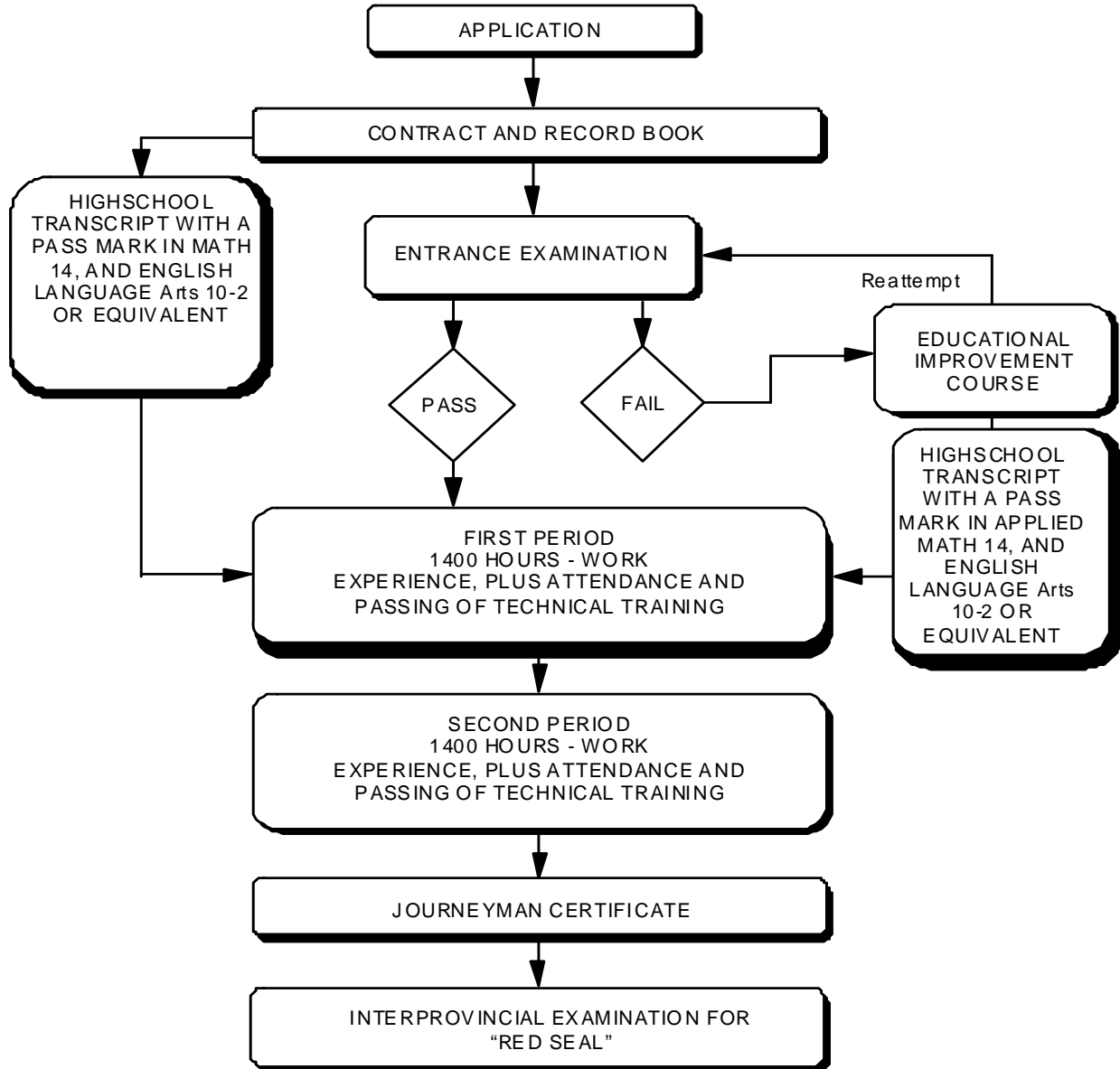
This course outline was approved on March 20, 2006 by the Alberta Apprenticeship and Industry Training Board on a recommendation from the Provincial Apprenticeship Committee. The valuable input provided by representatives of industry and the institutions that provide the technical training is acknowledged.

Any concerned individual or group in the province of Alberta may make recommendations for change by writing to:

Hairstylist Provincial Apprenticeship Committee
c/o Industry Programs and Standards
Apprenticeship and Industry Training
Advanced Education and Technology
10th floor, Commerce Place
10155 102 Street NW
Edmonton AB T5J 4L5

It is requested that recommendations for change refer to specific areas and state references used. Recommendations for change will be placed on the agenda for regular meetings of the Hairstylist Provincial Apprenticeship Committee.

Apprenticeship Route toward Certification



**Hairstylist Training Profile
FIRST PERIOD
(10 Weeks 35 Hours per Week – Total of 350 Hours)**

SECTION ONE		A	B	
SAFETY 2 HOURS	⇒	General Safety 1 Hour	WHMIS 1 Hour	
SECTION TWO		A	B	C
PERSONAL AND PROFESSIONAL 8 HOURS	⇒	Provincial Regulations 1 Hour	Ethics 3 Hours	Hygiene and Infection Control 4 Hours
SECTION THREE		A		
FACILITY AND EQUIPMENT 3 HOURS	⇒	Salon Equipment and Stylist Tools 3 Hours		
SECTION FOUR		A	B	C
SALON BUSINESS AND PROFESSIONAL DEVELOPMENT 18 HOURS	⇒	Salon Staffing and Management 4 Hours	Marketing and Client Building 7 Hours	Communication 7 Hours
SECTION FIVE		A	B	
THEORY OF HAIR 15 HOURS	⇒	Composition of Hair 12 Hours	Hair and Scalp Disorders 3 Hours	
SECTION SIX		A	B	C
DRAPING, SHAMPOO AND FINISHING DEVELOPMENT 5 HOURS	⇒	Purpose of Draping 1 Hour	Shampoos and Rinses 2 Hours	Methods of Shampooing 2 Hours
SECTION SEVEN		A	B	
HAIR DAMAGE AND TREATMENTS 3 HOURS	⇒	Chemical and Thermal Damage 1 Hour	Hair Treatments 2 Hours	
SECTION EIGHT		A	B	
SCALP MASSAGE AND TREATMENT 7 HOURS	⇒	Scalp Diseases and Disorders 2 Hours	Scalp Treatments and Techniques 5 Hours	
SECTION NINE		A	B	C
BASIC PERMANENT WAVING (CHEMICAL TEXTURIZING) 74 HOURS	⇒	Permanent Waving Theory 18 Hours	Tools 1 Hour	Wrapping Patterns and Techniques 40 Hours
		D	E	F
		Pre-Perm Analysis 2 Hours	Service Procedures 12 Hours	Aftercare and Client Records 1 Hour
SECTION TEN		A	B	
CHEMICAL HAIR RELAXING AND CURL REFORMING 10 HOURS	⇒	Hair Relaxers 3 Hours	Procedures Involved in Hair Relaxing 7 Hours	

SECTION ELEVEN

HAIR COLORING
84 HOURS



A
Color Theory
47 Hours

B
Pre-Color Analysis
4 Hours

C
Color Categories and Effects
5 Hours

D
Basic Color Applications and Procedures
10 Hours

E
Coloring Tools and Equipment
2 Hours

F
Color Formulations and Mixing
15 Hours

G
Aftercare and Client Records
1 Hour

SECTION TWELVE

HAIRCUTTING
74 HOURS



A
Client Consultation
4 Hours

B
Haircutting Tools
4 Hours

C
Types and Characteristics of Haircuts
16 Hours

D
Haircuts
50 Hours

SECTION THIRTEEN

MOUSTACHES AND BEARDS
7 HOURS



A
Types of Moustaches and Beards
2 Hours

B
Cutting Procedures
5 Hours

SECTION FOURTEEN

WET TO DRY STYLING
40 HOURS



A
Designing Hairstyles
5 Hours

B
Equipment and Tools Used In Hairstyling
1 Hour

C
Styling Methods and Procedures
30 Hours

D
Finishing Techniques
4 Hours

Second Period
(10 Weeks 35 Hours per Week – Total of 350 Hours)

SECTION ONE

UP-DOS
7 HOURS



A

Up-Do Techniques and Procedures
7 Hours

SECTION TWO

ANATOMY AND PHYSIOLOGY
21 HOURS



A

Skeletal System
4 Hours

B

Muscular System
4 Hours

C

Circulatory System
4 Hours

D

Nervous System
4 Hours

E

Skin Structure and Disorders
5 Hours

SECTION THREE

ADVANCED PERMANENT WAVING (CHEMICAL TEXTURIZING)
80 HOURS



A

Advanced Perming Techniques
50 Hours

B

Long Hair Wraps
30 Hours

SECTION FOUR

ADVANCED CHEMICAL HAIR RELAXING AND CURL REFORMING
10 HOURS



A

Advanced Methods of Hair Relaxing
6 Hours

B

Customizing Hair Relaxing Procedures
4 Hours

SECTION FIVE

ADVANCED HAIR COLOURING AND PRE-LIGHTENING (BLEACHING)
86 HOURS



A

Hair Coloring
22 Hours

B

Pre-Lightening
24 Hours

C

Mature Hair Coverage (Gray)
5 Hours

D

Advanced Coloring Techniques
20 Hours

E

Corrective Coloring
15 Hours

SECTION SIX

ADVANCED WET TO DRY STYLING
50 HOURS



A

Styling Techniques
30 Hours

B

Finishing Techniques, Tools and Styling Products
20 Hours

SECTION SEVEN

ADVANCED HAIRCUTTING
70 HOURS



A

Haircutting Techniques
58 Hours

B

Finishing and Personalizing Haircuts
12 Hours

SECTION EIGHT

WIGS, HAIRPIECES AND HAIR ADDITIONS
5 HOURS



A

Types, Customizing and Maintenance
5 Hours

SECTION NINE

FACIAL SERVICES
7 HOURS



A

Facial Hair Removal
2 Hours

B

Makeup Application
5 Hours

SECTION TEN

MEN'S HAIRCUTTING
11 HOURS



A

Haircuts
9 Hours

B

Finishing and Personalizing
1 Hour

C

Trimming and Shaping
Moustaches and Beards
1 Hour

SECTION ELEVEN

**WORKPLACE COACHING
SKILLS AND ADVISORY
NETWORK**
3 HOURS



A

Coaching Skills
2 Hours

B

Industry Network
1 Hour

NOTE: The hours stated are for guidance and should be adhered to as closely as possible. However, adjustments must be made for rate of apprentice learning, statutory holidays, registration and examinations for the training establishment and Apprenticeship and Industry Training.

**FIRST PERIOD TECHNICAL TRAINING
HAIRSTYLIST TRADE
COURSE OUTLINE**

UPON SUCCESSFUL COMPLETION OF THIS PROGRAM THE APPRENTICE SHOULD BE ABLE TO PERFORM THE FOLLOWING OUTCOMES AND OBJECTIVES.

NOTE: The safety and precautionary methods and procedures are to be reinforced throughout all of the training, when, and as, the subject matter is being practised or demonstrated.

SECTION ONE: SAFETY 2 HOURS

A. General Safety 1 Hour

Outcome: ***On completion the apprentice will be able to describe safe work practices and personal and public protection.***

1. Explain responsibilities of the employee, employer and government.
2. Describe general safeties and accident prevention.
3. Describe environmental protections and material handling.
4. Describe personal protective equipment and practices used in salon applications.
5. List simple safety and first aid applications for minor burns, cuts, choking, eye injury and fainting procedures.

B. WHMIS 1 Hour

Outcome: ***On completion the apprentice will be able to apply the requirements of WHMIS to the salon.***

1. Describe the three key elements of WHMIS.
2. Identify WHMIS hazard symbols.
3. Interpret the Material Safety Data Sheet (MSDS).

SECTION TWO: PERSONAL AND PROFESSIONAL 8 HOURS

A. Provincial Regulations 1 Hour

Outcome: ***On completion the apprentice will be familiar with the Provincial Regulations.***

1. Define the impact of all Provincial Regulations pertaining to each department and the fundamental purpose of each department.
2. Outline the need for insurance coverage of various policies including implications resulting from lack of insurance coverage.
3. Describe the location or placement of a chemical storage area and the proper storage of chemicals.

B. Ethics3 Hours

Outcome: *On completion the apprentice will understand and be able to describe and demonstrate the professional ethics for salon success.*

1. Outline the rules of professional ethics and how they relate to an individuals professional success.
2. Describe and demonstrate professional ethics.
3. Describe and demonstrate personal ethics.

C. Hygiene and Infection Control.....4 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the infection control procedures and hygiene that apply in a salon.*

1. Identify the types and describe the process used in the different levels of infection control.
2. Describe the importance of cleaning all equipment and work facilities for clients and staff.
3. Describe and demonstrate personal and public hygiene procedures used in preventing the spreading of contagious or communicable diseases.

SECTION THREE: FACILITY AND EQUIPMENT 3 HOURS

A. Salon Equipment and Stylist Tools.....3 Hours

Outcome: *On completion the apprentice will know how to use and care for tools and equipment and understand terminology associated with tools and equipment in a salon.*

1. Define the terms used in electricity in a salon.
2. Describe and demonstrate the safety measures to be followed in the use and maintenance of all electrical equipment.
3. Identify and describe the care and use of all current tools used in hairstyling.
4. List and identify the different types of equipment in the operation of a salon.
5. Describe the purpose and care of capes, smocks and other protective wear.

SECTION FOUR: SALON BUSINESS AND PROFESSIONAL DEVELOPMENT 18 HOURS

A. Salon Staffing and Management4 Hours

Outcome: *On completion the apprentice will be able to perform responsibilities required to successfully manage/own a salon.*

1. Describe and demonstrate the duties of the receptionist.
2. Describe and demonstrate the proper business math and record procedures.
3. Participate in a simple bookkeeping system.
4. Describe and demonstrate salesmanship (add on service and retail), inventory (ordering and taking of stock) and displaying.
5. Describe the fundamentals of salon ownership.

B. Marketing and Client Building7 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the skills involved in marketing and client building.*

1. Describe the importance of services, retail sales and client building.
2. Identify the types of educational enhancements and trade publications available.
3. List and describe the areas of specialization available to a hairstylist.
4. Describe why the hair and beauty business is a people and a service business.

C. Communication7 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the skills required to communicate in the hairstyling industry.*

1. Identify and explain all elements of verbal and non-verbal communication.
2. Describe professional conversation and topics to avoid.
3. Define rapport and how it is used to improve relations with others.
4. List and identify the factors that influence good human relations in the workplace.
5. Describe how to identify personality patterns and personality type indicators.
6. Describe and demonstrate the procedures in greeting a client.

SECTION FIVE:.....THEORY OF HAIR..... 15 HOURS

A. Composition of Hair.....12 Hours

Outcome: *On completion the apprentice will be able to describe the composition of hair.*

1. Identify and describe the various structures of the hair including the bulb, follicle, papilla and related structures.
2. Describe the organic composition of hair.
3. Describe the layers and growth cycles of the hair.
4. Describe diameter/texture of hair and the three main types.
5. Describe the strength and life of hair and its physical characteristics.
6. List and identify the types of cross bonds and the importance of hydrogen.
7. Describe the reaction of the hair to chemical change.
8. Describe the term "general health" and identify the main requirements linked to healthy hair.

B. Hair and Scalp Disorders3 Hours

Outcome: *On completion the apprentice will be able to describe and recognize hair and scalp disorders.*

1. List and describe the types of hair disorders.
2. List and describe the types of scalp disorders.

SECTION SIX:.....DRAPING, SHAMPOOING AND FINISHING RINSES.....5 HOURS

A. Purpose of Draping.....1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate the proper procedure for draping clients.*

1. Describe and demonstrate the proper draping techniques for all types of services.

B. Shampoos and Rinses2 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the different types of shampoos and rinses.*

1. List the different types of shampoos and describe their purpose in cleansing the hair.
2. Describe the correct shampoo procedures.
3. List and identify the ingredients in shampoos.
4. Describe the purpose of surfactant agents in shampoos.
5. List the different types of finishing rinses and describe their purpose.

C. Methods of Shampooing2 Hours

Outcome: *On completion the apprentice will be able describe and demonstrate the cleansing and rinsing procedures required to give shampoos.*

1. Describe the purpose of scalp manipulations.
2. Demonstrate how to brush hair as a preliminary procedure.
3. Describe and demonstrate the correct procedures in performing a proper shampoo and finishing rinse.

SECTION SEVEN:HAIR DAMAGE AND TREATMENT3 HOURS

A. Chemical and Thermal Damage.....1 Hour

Outcome: *On completion the apprentice will be able to recognize chemical and thermal damage and, identify and recommend products used to correct the problems.*

1. Describe the difference between chemical and thermal damage and identify the different ways to recognize each type.
2. Describe preventive measures for chemical and thermal damage.
3. Describe the damage resulting from chemicals and thermal tools.

B. Hair Treatments.....2 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the use of various types of hair treatments.*

1. Describe and demonstrate the proper formulations and method to correct hair problems.
2. Describe the different types of conditioners and their effects on hair.
3. Describe and demonstrate the application procedures for the different types of conditioners.

SECTION EIGHT:..... SCALP MASSAGE AND TREATMENT 7 HOURS

A. Scalp Diseases and Disorders.....2 Hours

Outcome: *On completion the apprentice will be able to describe and identify scalp diseases and disorders.*

1. Describe and identify scalp diseases and disorders.

B. Scalp Treatments and Techniques5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the ability to recognize and treat scalp conditions, and demonstrate the appropriate brushing and massaging techniques.*

1. Describe and demonstrate the purpose and steps involved in giving scalp treatments.
2. Describe the purpose and proper procedure in analyzing scalp conditions.
3. Describe and demonstrate brushing of hair and application of cream.
4. Describe and demonstrate scalp manipulations.

SECTION NINE:BASIC PERMANENT WAVING (CHEMICAL TEXTURIZING)..... 74 HOURS

A. Permanent Waving Theory.....18 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the physical and chemical phases of perming.*

1. History of perming.
2. Describe and demonstrate the physical phase of perming.
3. Describe and demonstrate the chemical phase of perming.
4. Describe the categories of perm solutions and demonstrate the use of each.

B. Tools.....1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate the use of the tools used in permanent waving.*

1. Describe and demonstrate the use of various perm tools.

C. Wrapping Patterns and Techniques40 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate wrapping patterns and techniques.*

1. Describe and demonstrate the wrapping patterns and techniques in perming.

D. Pre-Perm Analysis2 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate a pre-perm analysis.*

1. Describe and demonstrate the procedures in completing a consultation and pre-perm analysis.
2. Describe and demonstrate the use of client release forms.

E. Service Procedures12 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate service procedures.*

1. Describe and demonstrate the service procedures associated with perming.

F. Aftercare and Client Records1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate the skills of keeping client records and recommending aftercare of perms.*

1. Describe and demonstrate the use of client records.
2. Demonstrate the ability to recommend home maintenance products.

SECTION TEN: CHEMICAL HAIR RELAXING AND CURL REFORMING 10 HOURS

A. Hair Relaxers3 Hours

Outcome: *On completion the apprentice will be able to describe and identify the different types of hair relaxers and describe the effects of hair relaxers.*

1. Describe and identify the different types of relaxers and their uses.
2. Describe and demonstrate the use of different hair relaxers.
3. Describe and identify the effects of hair relaxers.

B. Procedures Involved in Hair Relaxing7 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the procedures involved in hair relaxing and curl reforming.*

1. Describe and demonstrate the procedures involved in hair relaxing.
2. Describe and demonstrate the procedures involved in curl reforming.

SECTION ELEVEN: HAIR COLORING 84 HOURS

A. Color Theory47 Hours

Outcome: *On completion the apprentice will be able to describe and apply color theory.*

1. Describe and apply the law of color as it applies to the hairstylist trade.

B. Pre-Color Analysis4 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate a pre-color analysis.*

1. Describe and demonstrate the procedure to conduct a consultation and a pre-color analysis.

C. Color Categories and Effects5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the categories of color and effects on hair.*

1. Describe and identify existing hair color.
2. Describe and identify the categories of hair color.
3. Describe and demonstrate the effects of color on hair.

D. Basic Color Applications and Procedures10 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the basic color application techniques and procedures.*

1. Describe and demonstrate the basic color application techniques and procedures.

E. Coloring Tools and Equipment.....2 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the use of coloring tools and equipment.*

1. Describe and demonstrate the use of coloring tools and equipment.

F. Color Formulations and Mixing15 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the basic color formulations and mixing.*

1. Describe and demonstrate the basic color formulations and mixing.

G. Aftercare and Client Records1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate the skills of keeping client records and recommending aftercare of color services.*

1. Describe and demonstrate the use of client records.
2. Demonstrate the ability to recommend home maintenance products.

SECTION TWELVE:.....HAIRCUTTING.....74 HOURS

A. Client Consultation4 Hours

Outcome: *On completion the apprentice will be able to describe and analyze client needs to perform haircutting services.*

1. Describe and analyze client needs to perform haircutting services.

B. Haircutting Tools4 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the tools and techniques used for haircutting services.*

1. Describe and demonstrate the use of tools used for haircutting services.
2. Describe and demonstrate the techniques used in haircutting services.
3. Describe and demonstrate the maintenance of tools used for haircutting services.

C. Types and Characteristics of Haircuts16 Hours

Outcome: *On completion the apprentice will be able to describe and identify the basic types of haircuts.*

1. Describe and identify the basic types of haircuts.
2. Describe and identify the characteristics of haircuts.

D. Haircuts.....50 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate haircutting skills.*

1. Describe and demonstrate the haircutting skills to perform a service.

SECTION THIRTEEN:.....MOUSTACHES AND BEARDS.....7 HOURS

A. Types of Moustaches and Beards.....2 Hours

Outcome: *On completion the apprentice will be able to describe the different types of moustaches and beards.*

1. Describe and identify the different types of moustaches and beards.
2. Describe and identify the different designs for client suitability.

B. Cutting Procedures.....5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the cutting procedures for moustaches and beards.*

1. Describe and demonstrate the cutting procedures for moustaches and beards.

SECTION FOURTEEN:..... WET TO DRY STYLING40 HOURS

A. Designing Hairstyles5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the process for designing hairstyles.*

1. Describe and demonstrate the process for designing hairstyles.

B. Equipment and Tools Used in Hairstyling.....1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate the use of equipment and tools used for styling.*

1. Describe and demonstrate the use of equipment and tools used in hairstyling.
2. Describe and demonstrate the care of equipment and tools used in hairstyling.

C. Styling Methods and Procedures30 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the methods and procedures for styling.*

1. Describe and demonstrate the methods and procedures for styling hair.

D. Finishing Techniques4 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate finishing techniques.*

1. Describe and demonstrate finishing techniques in styling hair.

**SECOND PERIOD TECHNICAL TRAINING
HAIRSTYLIST TRADE
COURSE OUTLINE**

UPON SUCCESSFUL COMPLETION OF THIS PROGRAM THE APPRENTICE SHOULD BE ABLE TO PERFORM THE FOLLOWING OUTCOMES AND OBJECTIVES.

NOTE: The safety and precautionary methods and procedures are to be reinforced throughout all of the training, when, and as, the subject matter is being practised or demonstrated.

SECTION ONE:..... UP-DOS..... 7 HOURS

A. Up-Do Techniques and Procedures..... 7 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate up-do techniques and procedures.*

1. Describe and identify up-do techniques.
2. Describe and demonstrate up-do procedures.
3. Describe and demonstrate the accessorizing of up-dos.

SECTION TWO:..... ANATOMY AND PHYSIOLOGY..... 21 HOURS

A. Skeletal System 4 Hours

Outcome: *On completion the apprentice will be able to describe and identify the skeletal system.*

1. Describe and identify the skeletal system and the bones that are of primary concern to a hairstylist.

B. Muscular System 4 Hours

Outcome: *On completion the apprentice will be able to describe and identify the muscular system.*

1. Describe and identify the muscular system and the muscles of primary concern to a hairstylist.

C. Circulatory System 4 Hours

Outcome: *On completion the apprentice will be able to describe and identify the circulatory system.*

1. Describe and identify the circulatory system and identify the various arteries and veins that supply blood to the head, face and neck.

D. Nervous System..... 4 Hours

Outcome: *On completion the apprentice will be able describe and identify the nervous system.*

1. Describe and identify the nervous system and identify the nerves that are of primary concern to a hairstylist.

E. Skin Structure and Disorders.....5 Hours

Outcome: *On completion the apprentice will be able to describe and identify the skin structure and disorders.*

1. Describe and identify the composition and functions of the main divisions of the skin and the structures.
2. Describe and identify the contagious and non-contagious disorders of the skin.

SECTION THREE: ADVANCED PERMANENT WAVING (CHEMICAL TEXTURIZING)..... 80 HOURS

A. Advanced Perming Techniques50 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced perming techniques.*

1. Describe and demonstrate advanced perming techniques.
2. Describe and demonstrate the procedures for achieving desired results in perming.
3. Describe and demonstrate the procedures for solving perming problems.

B. Long Hair Wraps30 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the wraps used for long hair.*

1. Describe and demonstrate the wraps used for long hair.
2. Describe and demonstrate the use of specialty tools used in perming.

SECTION FOUR:ADVANCED CHEMICAL HAIR RELAXING AND CURL REFORMING 10 HOURS

A. Advanced Methods of Hair Relaxing6 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced methods of hair relaxing.*

1. Describe and demonstrate chemical relaxing and curl reforming.
2. Identify possible relaxing problems and solutions.
3. Demonstrate the techniques and procedures for soft curl permanent waving, curl diffusion, and relaxing permanent wave curl.

B. Customizing Hair Relaxing Procedures4 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the customizing of hair relaxing procedures.*

1. Describe partial relaxing, its purpose and how to determine the correct product to use.
2. Describe the methods required to partially relax the hair.
3. Demonstrate partial relaxing and reforming procedures.
4. Identify and describe appropriate after care products for each type of relaxing service.

SECTION FIVE: ADVANCED HAIR COLORING AND PRE-LIGHTENING (BLEACHING) 86 HOURS

A. Hair Coloring 22 Hours

Outcome: *On completion the apprentice will be able to apply basic color theory towards skills in advanced hair coloring.*

1. Describe and demonstrate the selection and formulation of color products.
2. Describe tone, level and intensity of hair color and explain the purpose and use of color concentrates, intensifiers and drabbers.
3. Identify possible hair coloring and bleaching problems and solutions.

B. Pre-Lightening 24 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate pre-lightening of hair.*

1. Describe and demonstrate the pre-lightening of hair.
2. Identify the categories of hair pre-lighteners and explain their purpose.
3. List and identify the stages (degrees) of lightening (decolourizing) hair color.
4. Describe the formulation, application and processing of the various decolourizing, and recolourizing products according to manufacturers' directions.

C. Mature Hair Coverage (Gray)..... 5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the formulations for mature hair coverage.*

1. Describe and demonstrate the formulations for mature hair coverage.

D. Advanced Coloring Techniques..... 20 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced coloring techniques.*

1. Demonstrate the ten stages (degrees) of decolourizing hair.
2. Demonstrate cap and foil methods of highlighting and low lighting techniques for partial and full head applications including retouch (new growth) procedures.
3. Describe and demonstrate special effects and dimensional coloring techniques.

E. Corrective Coloring 15 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate corrective coloring.*

1. Demonstrate the methods required for corrective coloring.
2. Demonstrate an ability to prescribe home maintenance products.

SECTION SIX:..... ADVANCED WET TO DRY STYLING 50 HOURS

A. Styling Techniques..... 30 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced styling techniques.*

1. Identify the methods for designing a hairstyle to complement the client's individual characteristics.

B. Finishing Techniques, Tools and Styling Products.....20 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced finishing techniques, tools and products.*

1. Describe and demonstrate advanced finishing techniques.
2. Describe and demonstrate the use of styling products.
3. Describe and demonstrate the use of specialty tools.

SECTION SEVEN: ADVANCED HAIRCUTTING 70 HOURS

A. Haircutting Techniques.....58 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate advanced haircutting techniques.*

1. Describe and demonstrate cutting curly/kinky hair.
2. Describe and demonstrate razor and shear cutting.
3. Describe and demonstrate texturizing.
4. Describe and demonstrate current fashion trends.

B. Finishing and Personalizing Haircuts12 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate skills in finishing and personalizing haircuts.*

1. Describe and demonstrate finishing and personalizing haircuts.

SECTION EIGHT:WIGS, HAIRPIECES AND HAIR ADDITIONS..... 5 HOURS

A. Types, Customizing and Maintenance5 Hours

Outcome: *On completion the apprentice will be able to describe and identify the types, customizing and maintenance of wigs, hairpieces and hair additions.*

1. Describe and identify the use of different types of wigs, hairpieces and hair additions.
2. Describe the customizing of wigs, hairpieces and hair additions.
3. Describe the procedures to clean wigs and hairpieces.
4. Describe the care, fitting, coloring, and perming of human and synthetic wigs and hairpieces.
5. Identify safety precautions and sanitation procedures for wig or hairpiece services.

SECTION NINE:..... FACIAL SERVICES 7 HOURS

A. Facial Hair Removal2 Hours

Outcome: *On completion the apprentice will be able to describe and identify methods of facial hair removal.*

1. Describe and identify the methods for the temporary removal of facial hair.
2. Describe and identify the safety and sanitation procedures involved in facial hair removal.

B. Makeup Application.....5 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the application of makeup.*

1. Describe and demonstrate the factors involved in a facial make-up consultation.
2. Describe and demonstrate the correct application procedure for facial makeup.
3. Describe and demonstrate the ability to analyze facial contours and shapes to apply facial makeup.
4. Describe and demonstrate the safety and sanitation procedures involved in makeup applications.

SECTION TEN:MEN’S HAIRCUTTING 11 HOURS

A. Haircuts 9 Hours

Outcome: *On completion the apprentice will be able to describe and demonstrate the variations in men’s haircuts.*

1. Describe and demonstrate tapered haircuts.
2. Describe and demonstrate advanced techniques of men’s haircutting.

B. Finishing and Personalizing 1 Hour

Outcome: *On completion the apprentice will be able to describe and demonstrate finishing and personalizing of men’s haircuts.*

1. Describe and demonstrate current fashion trends.
2. Describe and demonstrate finishing and personalizing men’s haircuts.

C. Trimming and Shaping Moustaches and Beards 1 Hour

Outcome: *On completion the apprentice will be able to describe the creativity in the designing and shaping of moustaches and beards.*

1. Describe the equipment and correct procedures to trim moustaches and beards.
2. Describe the correct shaving procedures.
3. Describe the safety procedures to follow when coloring moustache and beard.
4. Describe the correct procedures to shape and style a moustache with color or non-color wax.

SECTION ELEVEN: WORKPLACE COACHING SKILLS AND ADVISORY NETWORK 3 HOURS

A. Coaching Skills 2 Hours

Outcome: *On completion the apprentice will be able to describe workplace coaching and mentoring.*

1. Describe the coaching skills used for training apprentices.

B. Industry Network 1 Hour

Outcome: *On completion the apprentice will be able to describe the Industry Network and its function.*

1. Describe and explain the role and the purpose of the Advisory Network and Provincial Apprenticeship Committee.



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