**Exhibit 13 –BARBERING 1000 HOURS PROGRAM SYLLABUS (CCR 71710)**

**DESCRIPTION:**

The course of study for students enrolled in a barbering shall consist of one thousand (1,000) clock hours which include of technical instruction and practical operations covering all practices constituting the art of barbering pursuant to Section 7316 of the Barbering and Cosmetology Act. The minimum combined total clock hours of 1,000 include the technical instruction phase and opportunity for the students to acquire the necessary skills through practical applications developed under the supervision of the school’s instructors.

**BARBERING COURSE EDUCATIONAL GOALS:**

The barbering course of study is designed to prepare students for the state licensing examination and for profitable employment as a barber. The knowledge and skills will prepare licensed students for work as a barber, salon manager, hair-colorist, salon owner, barber shop owner, product demonstrator, and a styling publicist. SOC 39-5011

**BARBERING COURSE PERFORMANCE OBJECTIVES:**

Learn the proper use of implements relative to all Barbering services, acquire the knowledge of analyzing the hair, skin prior to all services to determine any disorders, will learn the procedures and terminology used in performing all Barbering services, will learn the man/woman haircut, shaving, application of hair coloring, hair relaxer and also learn the proper procedure of plain facial

**Length of Program**

Hours in Length 1,000 hours

**Frequency of Lessons**

CLASS HOURS

Tuesday-Saturday: 8:30 am - 5:00 pm (Full time)

Monday-Friday: 5:00 pm - 9:00 pm (Part time)

Classes start weekly, every Monday (Part time) and every Tuesday (Full time)

**Recommended Text:**

Milady Standard Professional Barbering, 5th Edition

Softcover ISBN-13:9781435497153

The Barbering and Cosmetology Act, Rules and Regulations of the Board of Barbering and Cosmetology.

**Modes of Instruction:** Direct Classroom

**EQUIPMENT TO BE USED DURING THE EDUCATIONAL PROGRAM:**

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| * 10 Mannequins (with full head of hair)
* 1 Time clock or time scanner
* 5 shampoo bowls
* 6 Dryers
* 3 Non-electric combs
* 1 Stove (for non-electric combs)
* 1 Electric curling iron
* 3 Non-electric curling irons (at least two sizes)
* 1 Stove (for non-electric curling irons)
* 1 towel steamer
* 25 Hairstyling or barber chairs
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**FACULTY QUALIFICATIONS:**

One instructor is needed for this educational program. The instructor must be currently licensed as a Barber by the Board of Barbering and Cosmetology and have minimum of three years experience, education, and training in the field of Barbering.

**3 YEARS ENROLLMENT PROJECTION OF THE PROGRAM FOLLOWING APPLICATION 94886 BEING SUBMITTED:**

This institution anticipates an enrollment in this program in each of the next three years as described below. Part of the commitment the owners have made is to develop and deliver a broad assortment of high quality programs. This goal is in part realized by the institution's managerial decisions which include the establishment of enrollment goals which are not based on the results of recruitment through advertising and promotion of the programs, but are the result of goal setting which requires the proper and careful delivery of our programs to manageable cohorts. The projections then are not driven by advertising budgets or campaigns or substantial Internet presence. The projections submitted are driven by the enrollment goals set by management, which are congruent with the school's capacity to deliver on its representations and promises. The initial year goal was set based on the enrollment requirements of the Board of Barbering and Cosmetology. The two succeeding years are based on the institution's understanding of demand for Cosmetology training in general and specifically in the San Diego county area which is why we believe these enrollment goals are attainable.

 Year One 15

 Year Two 15

 Year Three 20

**If licensure is a goal of an education program, a copy of the approval from the appropriate licensing agency or a copy of the intent to approve conditioned solely upon institutional approval from the Bureau will also meet this requirement.**

Licensure is a goal of this program. The licensing agency for this program, the California Board of Barbering and Cosmetology, tests graduates of approved cosmetology board schools. Programs approval from that board is contingent upon approval of an application submitted to the Bureau for Private Postsecondary Education (BPPE).

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| **BARBERING CURRICULUM (1000 Total Clock Hours)** |
| **SUBJECT** | **MINIMUM REQUIRED TECHNICAL INSTRUCTION (HOURS)** | **MINIMUM REQUIRED PRACTICAL INSTRUCTION****(HOURS)** |
|  **500 Hours of Technical Instruction and Practical Instruction in Hair Dressing** |
| **Hairstyling Services**: Including instruction on arranging, blow drying, cleansing, curling, dressing, hair analysis, shampooing, waving, and nonchemical straightening, and hair cutting, including the use of shears, razors, electrical clippers and trimmers, and thinning shears, for wet and dry cutting. | 100 | 150 |
| **Chemical Hair Services**: Including instruction on coloring, straightening, waving, bleaching, hair analysis, predisposition and strand tests, safety precautions, formula mixing, and the use of dye removers. | 100 | 150 |
|  **200 Hours of Technical Instruction and Practical Instruction in Shaving** |
| **Shaving and Trimming of the Beard**: Including instruction on preparing the client’s hair for shaving, assessing the condition of the client’s skin, performing shaving techniques, applying aftershave antiseptic following facial services, and massaging the face and rolling cream massages. | 100 | 100 |
|  **300 Hours of Technical Instruction in Health and Safety** |
| **Health and Safety:** Including instruction on hazardous substances, chemical safety, safety data sheets, protection from hazardous chemicals, preventing chemical injuries, health and safety laws and regulations, and preventing communicable diseases.**Board Approved Health & Safety Course (B&P 7389(a**)): Including instruction on hazardous substances, basic labor laws, and physical and sexual assault awareness. | 140 |   |
| **Disinfection and Sanitation:** Including instruction on disinfection procedures to protect the health and safety of consumers as well as the technician and proper disinfection procedures for equipment used in establishments. | 90 | 50  |
| **Additional Training for Professionalism**Incorporated throughout the program: Communication skills, Professional ethics, personal hygiene, good grooming, salesmanship, record keeping, decorum, client service records, and basic tax information relating to booth renters, independent contractors, employees, and employers.   | 20 | N/A |
| **Total Theory Hours and Practical Hours** | 550 | 450 |

Depending on how long it takes a student to complete the required number of practical operations, a student may exceed the total number hours required in a subject, or may not yet meet the total hours required in a subject. If a student does not yet meet the total number of hours required, the school will be responsible for making sure the student completes additional hours to meet the total hourrequirement in that subject

The minimum combined total clock hours of 1,000 include the technical instruction phase and opportunity for the student to acquire the necessary skills through practical applications developed under the supervision of the school instructors.

Technical instructionmeans instruction by demonstration, lecture, classroom participation, studying textbooks and related material, the writing of outlines, classroom use of audios and visual films, tapes, slides and examinations.

Practical instruction meansinstruction the student how to performance the complete services on another person or a mannequin.