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

**DESCRIPTION:**

The course of study for students enrolled in a barbering shall consist of fifteen hundred (1,500) clock hours which include a minimum of 395 clock hours 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 1,500 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 1,500 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

Soft cover 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 |

**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 (1500 Total Clock Hours)** | | |
| **SUBJECT** | **MINIMUM REQUIRED TECHNICAL INSTRUCTION (HOURS)** | **MINIMUM REQUIRED PRACTICAL OPERATIONS**  **(ACTUAL OPERATIONS – NOT HOURS)** |
| **1100 Hours of Technical Instruction and Practical Training in Hair Dressing** | | |
| **Hairstyling:** The subject of Hairstyling shall include, but is not limited to, the following techniques and procedures: Hair analysis, shampooing, finger waving, pin curling, comb outs, straightening, waving, curling with hot combs and hot curling irons and blower styling. | 65 | 240 |
| **Permanent Waving and Chemical Straightening:** The subject of Permanent Waving and Chemical Straightening shall Include, but is not limited to, the following techniques and procedures: Hair analysis, acid and alkaline permanent waving, chemical straightening including the use of sodium hydroxide and other base solutions. | 40 | 105 |
| **Hair Coloring and Bleaching:**  The subject of Hair Coloring and Bleaching shall include, but is not limited to, the following techniques and procedures (also including, the use of semi-permanent, demi-permanent and temporary colors): Hair analysis, predisposition and strand tests, safety precautions, formula mixing, tinting, bleaching, high and low lights, and the use of dye removers. | 60 | 50 |
| **Hair Cutting:**  The subject of Hair Cutting shall include, but is not limited to, the following techniques and procedures: Use of scissors, razor (shaper), electrical clippers/trimmers, and thinning (tapering) shears for wet and dry cutting. | 20 | 80 |
| **200 Hours of Technical Instruction and Practical Training in Shaving** | | |
| **Shaving Preparation and Performance:**  The subject of Preparation and Performance shall include, but is not limited to the following techniques and procedures: Preparing the client's hair for shaving, assessing the condition of the client's skin, performing shaving techniques, applying after-shave antiseptic following facial services, massaging the client's face, rolling cream massages. | 100 | 40 |
| **200 Hours of Technical Instruction in Health and Safety** | | |
| **Laws and Regulations:**  The subjects of Laws and Regulations shall include, but is not limited to, the following issues: The Barbering and Cosmetology Act and the Board's Rules and Regulations. | 20 |  |
| **Health and Safety Considerations:** Health and Safety/hazardous substances including training in chemicals and health in establishments, material safety data sheets, protection from hazardous chemicals and preventing chemical injuries, health and safety laws and agencies, bacteriology and preventing communicable diseases including HIV/AIDS and Hepatitis B. | 45 |  |
| **Disinfection and Sanitation:**  The subject of Disinfection and Sanitation shall include, but is not limited to the following techniques and procedures: Disinfection and sanitation including proper procedures to protect the health and safety of the consumer as well as the technician, proper disinfection procedures for equipment used in establishments.  Disinfection shall be emphasized throughout the entire training period and must be performed before use of all instruments and equipment. | 20 |  |
| **Anatomy and Physiology:**  The subjects of Anatomy and Physiology shall include, but is not limited to the following issues: Human Anatomy, Human Physiology. | 15 |  |
| **Health and Safety Course on Hazardous Substances:**  The health and safety course on hazardous substances and basic labor laws developed by the pursuant to Business and Professions Code section 7389. |  |  |
| **Additional Training for Professionalism**  Incorporated throughout the program: Communication skills, Professional ethics, personal hygiene, good grooming, salesmanship, record keeping, decorum, client service records, basic tax information relating to booth renters, independent contractors, employees, and employers. May also include not more than sixteen (16) hours credit for field trips.  Such field trips must be under the direct supervision of a licensed cosmetology instructor.  Date, time, and description of the field trip shall be recorded on student’s daily record. | 10 | N/A |
| **Total Theory Hours and Practical Operations (Not Hours)** | 395 | 515 |

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 hour

requirement in that subject

The minimum combined total clock hours of 1,500 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 instructions mean 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 operations mean the actual performance by the student of complete services on another person or a mannequin.