

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational
Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
(804) 367-8509



Virginia Board for Barbers and Cosmetology
www.dpor.virginia.gov
barbercosmo@dpor.virginia.gov

1000-Hr Cosmetology Curriculum Form
No Fee Required
This form is not mandatory

Detailed Course Outline

According to Section 18VAC41-20-210.E of the Board of Barbers and Cosmetology Regulations, the curriculum of a licensed cosmetology school must cover the minimum required topics and hours of instruction. 18VAC41-20-220.D outlines the minimum performance requirements for the cosmetology curriculum. Schools that provide additional hours of instruction and performances must specify the extra hours and topics for each section in the blank spaces provided below.

Curriculum Requirements

1. Orientation and business topics - minimum of 45 hours of instruction.

- a. School policies;
- b. Management;
- c. Sales, inventory, and retailing;
- d. Taxes and payroll;
- e. Insurance;
- f. Client records and confidentiality; and
- g. Professional ethics and practices.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 45 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

2. Laws and regulations - minimum of 10 hours of instruction.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 10 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

3. General sciences - minimum of 55 hours of instruction.
- a. Principles and practices of infection control;
 - b. Safety Data Sheet(SDS);and
 - c. Chemical usage and safety.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 55 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here_____.

4. Applied sciences - minimum of 40 hours of instruction.
- a. Anatomy, physiology, and histology.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 40 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here_____.

5. Shampooing, rinsing, and scalp treatments for all hair types, including textured hair - minimum of 25 hours of instruction.

- a. Client consultation and analysis; and
- b. Procedures, manipulations, and treatments.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 25 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here_____.

6. Hair styling for all hair types, including textured hair - minimum of 65 hours of instruction.

- a. Fingerwaving, molding, and pin curling;
- b. Roller curling, combing, and brushing; and
- c. Heat curling, waving, and pressing.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 65 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here_____.

7. Hair cutting for all hair types, including textured hair - minimum of 125 hours of instruction.
- a. Fundamentals, materials, and equipment; and
 - b. Procedures.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 125 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

8. Permanent waving and chemical relaxing for all hair types, including textured hair - minimum of 115 hours of instruction.

- a. Chemistry;
- b. Supplies and equipment; and
- c. Procedures and practical application.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 115 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

9. Hair coloring and bleaching for all hair types, including textured hair - minimum of 160 hours of instruction.

- a. Basic color theory;
- b. Supplies and equipment; and
- c. Procedures and practical application.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 160 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

10. Wigs, hair pieces, and related theory - minimum of 15 hours of instruction.

- a. Types; and
- b. Procedures.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 15 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

11. Straight razor use and shaving - minimum of 20 hours of instruction.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 20 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

12. Manicuring and pedicuring - minimum of 75 hours of instruction.

- a. Nail theory, nail structure, and composition;
- b. Nail procedures, including manicuring, pedicuring, and nail extensions; and
- c. Electric filing.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 75 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

13. Skin care - minimum of 160 hours of instruction.

- a. Client skin analysis and consultation;
- b. Effleurage and related movements and manipulations of the face and body;
- c. Cleansings procedures;
- d. Masks;
- e. Extraction techniques;
- f. Machines, equipment, and electricity;
- g. Manual facials and treatments;
- h. Machine, electrical facials, and treatments; and
- i. General procedures and safety measures.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 160 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

14. Makeup - minimum of 35 hours of instruction.

- a. Setup, supplies, and implements;
- b. Color theory;
- c. Consultation;
- d. General and special occasion application;
- e. Camouflage;
- f. Application of false lashes and lash extensions;
- g. Lash and tinting;
- h. Lash perming;
- i. Lightening of the hair on the body except scalp; and
- j. General procedures and safety measures.

Check this box if you are ONLY offering the minimum 35 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

If you are adding additional topics, list them below:

15. Body and other treatments - minimum of 20 hours of instruction.
- a. Body treatments;
 - b. Aromatherapy; and
 - c. General procedures and safety measures.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 20 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

16. Hair removal - minimum of 35 hours of instruction.
- a. Client consultation and analysis;
 - b. Waxing;
 - c. Mechanical hair removal;
 - d. Tweezing and threading; and
 - e. Chemical hair removal.

If you are adding additional topics, list them below:

Check this box if you are ONLY offering the minimum 35 hours of instruction.

Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

Performance Requirements

The performances listed below represent the minimum number of performances a student must complete in the cosmetology curriculum. Schools adding performances or increasing the number of performances must update the performances in the blank spaces below.

Shampooing, rinsing, and scalp treatments, for all hair types, including textured hair	20
Hair styling, for all hair types, including textured hair	60
Hair cutting, for all hair types, including textured hair	60
Permanent waving-chemical relaxing, for all hair types, including textured hair	60
Hair coloring and bleaching, for all hair types, including textured hair	50
Wigs, hair pieces, and related theory	5
Straight razor shaving on face and neck	12
Manicuring and pedicuring	15
Individual sculptured nails and nail tips	30
Body and other treatments	5
Makeup	20
Skin care	15
Hair removal	15
TOTAL	367

*Manicuring and pedicuring is 15 procedures

Schools requiring more than the minimum required performances must update the number of performances in the blank spaces below.

	Number of performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances

Schools must adhere to the above curriculum and performance standards. Failure to comply with the information provided on this form may result in license revocation or suspension, denial of application, or imposition of a monetary penalty.

I certify that the information above is true and accurate, and the school's detailed course outline contains the information indicated above. I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

School Name _____

School License Number(s): _____

Use additional spaces if you have more than one cosmetology school license.