



CSME 2251.221CL
TDLR Preparation for the State Board Practical
Summer 2021
Tuesday-Thursday 5:00pm–9:00pm

Instructor Information: Mrs. Massey; mmassey1@com.edu; 409-933-8114

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Student hours and location: Tuesday-Thursday 3:00PM – 5:00PM & 9-9:30pm office 115
mmassey1@com.edu

Required Textbook:

- Milady's Standard Cosmetology Milady Publishing Corp., Bronx, NY 10467
- MindTap ISBN: 9781337095150
- Milady's Standard Cosmetology On-Line Preparation E-Course Milady Publishing Corp., Bronx, NY 10467
- Texas Occupations Code General Rules & Regulations Texas Department of Licensing & Regulations
<https://www.tdlr.texas.gov/cosmet/cosmetrules.htm>
- 30 (+/-) - Exam Scantron No. 882-E

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Course Description: Preparation for the state licensing practical examination. Practical skills and process for Texas State Board examination; including terminology, application, and workplace competencies.

Course requirements:

TDLR Exam eligibility for all facial students must complete esthetic program requirements. All exam grades must be witnessed and signed by instructor on duty with a score of 85% or higher. No exam notes, books or cell phone may be used while testing.

Determination of Course Grade/Detailed Grading Formula:

Professionalism/Attendance/Participation	30%	A: 90 to 100
MindTap & Assignments	20%	B: 80 to 89
Practical Mock Exam	50%	C: 70 to 79
		D: 60 to 69
		F: 59 & below

Course outline:

WEEK	Dates	Student assignment	List of practicals to choose for combo	
1	6/8-6/10	Review Syllabus, client lab procedure, TDLR practical exam; TDLR packing	Take a Moment	Micro-Current
	6/8-6/10	Esth. Chapter 2, 3 MindTap	Journey Extreme	Lash Perming Lash Tinting
2	6/15-6/17	Esth. Chapter 4, 5 MindTap; TDLR packing; Client lab prep	Crystal Microderm	Brow Tinting
			Cold Globe Therapy Paraffin	Artificial Flares Mask w/hand & arm massage
3	6/22-6/24	Esth: Ch 6, 7 MindTap; TDLR packing	Parafango on back Back Facial	Lip Wax
			Cavitation Peel=(Skin Scrubber :Cleanse & Infuse)	
4	6/29-7/1	Esth. Ch 8, 9 MindTap; TDLR packing	Chemical Peel	Under Arm Wax
			Gommage	Leg Wax
5	7/6-7/8	Esth. Ch 10, 11 MindTap; TDLR practice	Indirect High Frequency Massage	
6	7/13-7/15	Esth. Ch 12, 13 MindTap Practice-Mock TDLR Practical	LED	Brow Wax
7	7/20-7/23	Found. Ch 5 MindTap	Lucas Sprayer	Light Lash Extensions
8	7/27-7/29	Practice-Mock TDLR Practical	Night Makeup	Diamond Peel
9	8/3-8/5	Mock Written MindTap exam		
10	8/10-8/12	Mock TDLR Practical Final- graded		

Videos at home will no longer be accepted and should make arrangements to complete your models on your assigned Thursday labs and possibly Tuesday/Wednesday. If you need a quiet place to take study, you may come on Thursday and use the classroom 125. Please bring your laptops and all supplies needed to perform on your models. As a reminder, you will be counted tardy if you arrive any later than 5:15 or leave before 9:00pm unless class is dismissed.

Attendance Policy: Every class is important to your success in school, please make every effort to attend all classes. Each student must sign themselves in and out daily. If a student misses more than half the class period, the grade will reflect as an absence. Attendance grades are calculated as follows: Each tardy is 25 percent off for that day's attendance grade. Each absence is a zero for the day. If a student misses more than 4 absences, they will be dismissed from the course. It is the student's responsibility to withdraw through the admissions department, email at admission@com.edu.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit com.edu/coronavirus for future updates.

Tardiness Policy: Entering the class after the time class begins or leaving before class is dismissed is counted as a tardy. Missing the class after the halfway mark of the class is counted as an absence. Every four (4) tardies equals one absence.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are only permitted to withdraw six times during their college career by State law. The last day to withdraw for the Summer is July 15, 2021.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Academic Dishonesty: Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a grade of zero on that exam and the student will be referred to the Office of Student Conduct for the appropriate discipline action. Many assignments, written and practical are completions grades. Assignment that are “Inc” will receive a number grade of a “0”.

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact J. Hunsucker 409-933-8608 jhunsucker1@com.edu

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
Identify the regulations and requirements of: a) Institution, b) Department, c) Understanding, the Texas Occupation Code, Demonstrate safety and sanitation requirements	Social Responsibility	Assignment Exam
2. Chapter assessment for all chapters.	Critical thinking	Written Assignment Exam
3. Demonstrate basic skills for practical skills.	Personal responsibility	Skills Assignment Exam

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor’s professional judgment of the quality of the student’s work and performance is also not an admissible basis for a grade appeal.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to setup their appointment. Appointments are strongly encouraged; however some concerns may be addressed on a walk-in basis.

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I, _____ (please print), acknowledge that I have received, read, and understand the syllabus and course requirements.

Student signature

Date