



*Diamond
Beauty
School*

2023 - 2024

School Catalog

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MESSAGE FROM THE SCHOOL DIRECTOR

Dear Students,

Do you have the passion?

Here you will have the possibilities, the confidence and the opportunity to demonstrate your talent and creativity, at Diamond Beauty School, with the support of our professionals, who will contribute to your development in this beautiful industry, all your expectations will be met.

Congratulations! You are about to start a path that offers you the possibility of becoming an exceptional Cosmetologist. Through studies and practice from experts from the beauty Industry. You will be able to keep up to date with the changes, progress and discover new techniques, Making this journey one of the most enriching and memorable. This Journey will open many doors waiting for you and boost your confidence. The training will provide you with the foundation for an exciting, artistic and great career.

Remember student the sky is the limit.

Yohania Carmenate,

School Director

MISSION STATEMENT

The mission of Diamond Beauty School is to offer quality education in the field of cosmetology arts and sciences and other related areas. The school offers a learning environment through a planned curriculum and adequate instructors, combined acting as an occupational model of academics. We believe that future students willing to apply themselves to the study of cosmetology, nail, facial and other related fields could benefit from the training offered at Diamond Beauty School. Beauty technology is an art not limited by language barriers or academic handicaps—but rather, speaks a universal language. The school's objective is to prepare its students for a career that will enable the trainee to obtain employment or start their own business venture.

OUR HISTORY

Yamile Garcia founded Diamond Beauty School in 2013. Garcia has an extensive experience in the learning process of students in the fields of beauty technology. Her vision is to see students excel in the beauty business and expand their learning. The school trains students to be able to enter the labor market or open their own shops and/or spas.

Today her legacy lives on in the hands of a select group of educational experts in various fields of cosmetology, committed to providing guidance and high-performance strategies to create successful professionals.

Their experiences and successes have earned them a well-deserved reputation as a prestigious educator in the beauty industry.

ABOUT THE SCHOOL

Library Resources:

Our institutional library includes a table with eight chairs, a computer with internet access and a wide selection of educational literature related to our curriculum. The library will be located next to the classroom. It will remain open during school hours. Students will have access to the library as needed, especially before and after each class.

Current Learning Resources Inventory
Name of Publication
Webster's New World Student's Dictionary, ISBN-13: 9780028613192
Webster's Thesaurus for Students, ISBN-13: 9781596950230
Milady Standard Cosmetology, 13th Edition, 2016; ISBN-13: 9781285769417
Exam Review for Milady Standard Cosmetology, 13th Edition, 2016; ISBN-13: 9781285769554
Spanish Translated Milady Standard 2012. Published on June 22, 2011 by Cengage Learning, Copyright 2011, ISBN-10: 1439059020
Milady Standard Esthetics Fundamental, 11th Edition. Published on February 24, 2012 by Milady. Copyright 2013, ISBN-10: 1111306893
Milady Standard Makeup, 1 st Edition. Published 2013 by Milady. Copyright 2013, ISBN-10: 1111539596
Milady's Standard Nail Technology, 7th Edition. Published on January 21, 2014 by Milady. Copyright 2015, ISBN-10: 1285080475
Spanish Translated Milady Standard Esthetics: Fundamentals, 11th Edition. Published on June 27, 2012 by Milady. Copyright 2013, ISBN-10: 1111306990
Spanish Translated Milady Standard Makeup. Published on June 22, 2012 by Milady. Copyright 2013, ISBN-10: 1111539650
Spanish Translated Milady's Standard Nail Technology, 7th Edition. Published on July 8 th , 2014 by Cengage Learning, Copyright 2011, ISBN-10:128508099

Milady's Standard Professional Barbering, 5th Edition, Copyright 2011; ISBN-13:9781435497153
Spanish Translated Milady's Standard Professional Barbering, 5th Edition, 2011; ISBN-13:9781435497085
Spanish Translated Milady Standard Cosmetology, 13th Edition, 2016; ISBN-13: 9781285772622
Spanish Translated Exam Review for Milady Standard Cosmetology, 13th Edition, 2016; ISBN-13: 9781285769585
* A computer with internet access will be available for students

Governing Body and Ownership:

The Governing Board is Diamond Beauty School Inc. of which Yamile Garcia, President, and Mauren C. Marrero, Vice President, are part of the administration and ownership of the school. Diamond Beauty School, Inc. is a Florida created incorporation. Diamond Beauty School is incorporated in the state of Florida for the purpose of offering a professional education in the area of beauty.

Licensing Approval:

Diamond Beauty School is licensed by the Commission for Independent Education, Florida.

Department of Education, at 325 West Gaines Street, Suite 1414, Tallahassee, Florida. 32399-0400.

Additional information regarding this institution may be obtained by contacting the Commission at: 888-224-6684 toll free, 850-245-3200, License #4972.

Facility Description:

Diamond Beauty School is located in the city of Palm Springs, Florida. It is easily accessible by public and/or private transportation, with adequate facilities for faculty and students. Our facilities occupy approximately 2,473 square feet, containing: a reception & front desk area, one classroom and one large laboratory clinical area equipped with special worktables and the latest beauty equipment, two restrooms and one educational library. The school is fully air-conditioned to provide a comfortable learning environment. The latest equipment is available on-site to allow a hands-on training approach in all programs.

Hours of Operation:

Our staff is always prepared and willing to help you during the following working hours:

Tuesday through Friday- 10:00 am - 2:00 pm; 6:00 pm - 10:00 pm

Saturday - 10:00am - 6:00pm

Sunday and Monday – Closed

School Holidays:

The school will be closed on the following holidays:

New Year's Day

Birthday of Martin Luther King, Jr.

President's Day

Good Friday

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veterans Day

Christmas Day

*Additional holidays or school closures may be declared at the discretion of the School Director.

*For a full-page academic calendar go to page 25.

Thanksgiving Day



FACULTY AND STAFF

Staff:

Yohania Carmenate – President and School Director

David Gonzalez – Vice President

Yaidelyn Garcia – Admissions Representative and Placement Director

Faculty:

Ladimelba Pedraza – Instructor of Cosmetology Program and Director of Education

Cosmetology Instructor, License # CL0321655

Graduated from: Beauty Schools of America, FL

Yohania Carmenate – Instructor for Nail Specialty Instructor

Nail Technician, License # FV9569008

Graduated from: Latin Beauty Academy, Greenacres, FL

Yaimelyn Garcia – Instructor of Skin Care Program

Facial Specialist, License # FB9749555

Graduated from: Diamond Beauty School, Palm Springs, FL

Yaidelyn Garcia – Instructor of Full Specialty Program

Full Specialist, License # FS891403

Graduated from: Diamond Beauty School, Palm Springs, FL

ADMISSION POLICIES

Admission Requirements:

Diamond Beauty School prefers that applicants for admission to our school furnish a copy of a high school diploma, transcripts, or GED. In cases where the prospective student does not possess a high school diploma or GED, he/she may take the Ability to Benefit Test. The school will administer the Wonderlic Cognitive Ability test. It would be available to the student in the school, either online or on paper. Minimum passing scores are 10 for Verbal and for Quantitative.

Students must be at least 16 years old to be accepted. Parental Consent is required for students under 18 years of age.

Transfer & Non-Discrimination

Diamond Beauty School gives credit for studies of other institutions that are approved within the United States. The students will provide an official transcript of credit, which will be evaluated by the institution. Transcripts from previous schools must document the number of hours completed and attained theory and practice grades.

Transferability of credits to another institution is at the discretion of the accepting institution. It is the student's responsibility to confirm whether or not credits will be accepted by another institution.

Below is a list of the maximum number of credits students can transfer from another school:

- Cosmetology Program - 900 clock hours
- Skin Care Program - 195 clock hours
- Nail Specialty Program - 180 clock hours
- Full Specialty Program - 450 clock hours
- Barber Program - 900 clock hours

In addition, students are required to take an exam to determine his or her educational level and must pass with at least a C (70%). The exam will consist of 100 multiple choice questions, testing the general knowledge of the

student and based on our curriculum. Credits will be accepted based on the student's score on the examination, as follows:

- If the student scores 90% to 100% - the school will credit up to 75% of the total program hours.
- If the student scores 80% to 89% - the school will credit up to 60% of the total program hours.
- If the student scores 70% to 79% - the school will credit up to 50% of the total program hours.
- If the student scores 69% or less – no transfer credit will be granted.

Note: There is an administrative non-refundable charge for evaluation of transfer credit of \$150.00

In admitting students, the school does not discriminate against anyone on the basis of sex, age, race, color, religion, or ethnic origin. The school does not recruit students already attending or admitted into other beauty schools.

Pre-Enrollment Information

Students are required to provide the school with all necessary documentation before starting the program. The documents include a copy of the student's high school diploma or GED; one form of ID (noting the student's date of birth); and a signed enrollment agreement.

Class Schedules

All classes will begin every Tuesday. The morning schedule is from 10:00 am – 2:00 pm

Tuesdays through Fridays. The afternoon schedule is from 6:00 pm – 10:00 pm

Saturday classes will have open hours from 10:00 am to 6:00 pm for practical skills.

STUDENT SERVICES

Student Records

Permanent student academic records are filed and maintained at the administrative offices for each individual student. Students have access to his or her academic records upon request. The records will be available within two weeks from the day requested. There is a non-refundable \$10 service fee per record. The school provides and permits access to student and school records as required for any accreditation process initiated by the school or by the Commission for Independent Education.

Advisement

All students seeking academic advisement can request a meeting with the school director. The school director will schedule a time to meet with the student. Students encountering any financial hardship or personal struggles may request to meet with the school director as well.

Student Career Placement

The school offers career placement services to students seeking employment. These services include resume writing and job-searching assistance. The school does not guarantee employment. Students have the option of selecting the courses in English or Spanish. Completion of a course or program in a language other than English may be reduce employability where English is required.

Financial Information

Diamond Beauty School does not accept Federal Financial Aid at the moment. The school offers financial services to assist students develop a financial payment plan. Students interested in making a payment plan must schedule an appointment with the Executive Director. The plan consists of weekly or monthly payments.

ATTENDANCE POLICIES

Attendance

Students are expected to attend all scheduled classes. In order to obtain permission for an excused absence, the student must obtain prior permission from the instructor. For emergency situations, a student may bring in a doctor's note, a police report, a court order, or other legitimate documentation in order to obtain an excused absence. All other absences are considered unexcused. Students may not have more than five unexcused absences within a calendar month. After five unexcused absences, the student is advised by the academic director and may be placed on probation for two weeks. If another unexcused absence occurs during the probation period, the academic director will advise the student again, and the student may be terminated.

Tardiness

Students must be on time for class. The number of tardiness will be totaled at the end of each month. Three tardiness for a student in any one month will result in a one day suspension, and an additional day for each additional tardy for the month. All class time missed must be made up by the student prior to graduation by attending another class in session during the morning or evening. The State of Florida requires students to complete a number of hours to graduate; hours vary per program, refer to the program description pages beginning on page 13 to learn the required total hours for graduation of each program.

Make-up Work

Students who have been absent or tardy for any reason are required to make-up any missed hours before graduating. A student may make-up missed time by attending another class in session on a different time or date with a form from the professor granting the student's attendance in another class. The form must be signed and returned to the professor to receive the hours.

Leave of Absence

A student may be granted a leave of absence for a reasonable amount of time as determined by the school director. The total leave of absence period may not exceed 180 days. A request for a leave of absence must be submitted in writing and the date of expected return must be specified. If a student does not return within the specified return date and does not notify the school, the student's contract will be terminated on the date listed on the document.

Re-Admissions

A student that has cancelled or has been terminated and desires to return to the program of study must notify the school and follow the required admission procedures. A student that was terminated for any reason must have an interview with the school director and show why he/she should be reinstated. The school director makes the final decision.

Registration Fee by Programs:

Cosmetology Program \$100.00

Nail Technician Program \$50.00

Skin Care Program \$50.00

Full Specialty Program \$50.00

ACADEMIC POLICIES

Grading System

Practical work is graded based on written criteria using school-prepared practical evaluation forms. The form specifies the grading criteria and point value for each student. Each skill/application has a specific point value assigned to it, which is then totaled and converted to a percentage. Students are graded on theory knowledge at the end of each chapter. A final examination will be given at the completion of each program. The exam will consist of two (2) parts: theory and practical. Both portions of the examination are graded according to the following schedule:

A – 90-100% Excellent

B – 80-89% Good

C – 75-79% Satisfactory

F – 74% or below Unsatisfactory

The grading scale stated above will also be used to score all tests administered by this institution. Students must earn a minimum score of 70% (letter grade of a “C”) in order to pass a course. If the student does not pass the class, they must repeat the course in order to continue with the program. Students may repeat a class up to 3 times and there will be no charge for repeated classes.

Complaint and Grievance Policy

Diamond Beauty School will make every effort to resolve any student complaint that is not frivolous or without merit. The student must register the complaint in writing within 10 days from the date the incident occurred. The grievance is to be delivered to the school director, which shall review and investigate the allegation(s). A response and/or determination will be sent to all parties involved in writing within 30 days of receipt. Should the student find the school’s resolution to be unsatisfactory, he/she may file a complaint to the state-licensing agency.

Executive Director

Commission for Independent Education, Florida Department of Education

325 West Gaines St., Suite 1414

Tallahassee, FL 32399-0400

Toll-free Telephone Number 888-224-6684

Cancellation and Refund Policy

Should the student be terminated or cancelled for any reason, all refunds will be made according to the following refund procedures:

1. Cancellation must be made in person or by certified mail.
2. All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the Enrollment Agreement and making the initial payment.
3. Cancellation after the third business day, but before the first class, will result in a refund of all monies paid with the exception of the registration fee not to exceed \$150.00.
4. A student canceling after attendance has begun, but prior to 50% completion of the program, will result in a Pro-Rata refund computed on the numbers of hours completed to the total program hours.
5. Cancellation after completing 50% of the program will result in no refund.
6. Termination date: the termination date for refund computation purposes is the last date of actual attendance by the student unless earlier written notice is received.
7. Refunds will be made within 30 days of termination or receipt of Cancellation Notice.
8. A student can be dismissed for insufficient progress, nonpayment of costs, or failure to comply with rules.
9. If the school terminates a program for any reason, the student will receive a 100% refund on monies paid to the school.
10. For a student who is on a leave of absence, the termination date is the date the student was scheduled to return from the leave of absence and failed to do so.

*Non-refundable items – registration fees, uniforms, lab supplies, and books.

To determine unofficial withdrawal, the school monitors student attendance monthly. The withdrawal date will be the last date the student actually attends class. In the case of a student not returning from an approved Leave of Absence, the withdrawal date will be the date the student notified the institution he/she will not be returning or the first date the student was supposed to return from the leave. All accounts are subject to the school's refund policy, for more information read the **Cancellation and Refund Policy** on page 11.



POLICIES AND PROCEDURES

Rules and Regulations

The following standards apply to all program students. Student conduct and disciplinary procedures are governed by policies of Diamond Beauty School. Students who violate or are alleged to have violated these policies will be subject to investigation and disciplinary procedures. The policies and standards discussed in this section of this student handbook are not comprehensive. Students must follow all school rules and regulations below at all times. Students who break the rules and regulations will be counseled and placed on probation.

Student Conduct

Students are expected to conduct themselves in a professional manner at all times. The student agrees and is responsible to attend every class. A student who conducts himself/herself in an inappropriate manner to the school, staff or other students may be terminated. Theft of property from the school or other students will result in immediate dismissal.

Withdrawals

Any student wishing to officially withdraw from the school must notify the school director in person or send a letter by certified mail. A student who missed class for 14 consecutive days and does not notify the executive director will be considered unofficially withdrawn.

Student Responsibilities

The student agrees and is responsible to attend classes as scheduled and to abide by the published rules and regulations of the school. The student understands that his/her failure to do so may result in his/her immediate suspension or termination at the discretion of the school.

Clock Hour Definition

The school measures all its academic programs in terms of clock hours. A clock hour is defined as a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor.

Course Numbers Definition

The course numbers are made up of an alpha numeric code that symbolizes the name of the program and the order of the courses offered.



PROGRAMS, COURSE DESCRIPTION AND FEES

COSMETOLOGY – 1,200 CLOCK HOURS

PROGRAM OBJECTIVE:

The primary objective of the cosmetology curriculum is to prepare students for the State Licensing Examination to become licensed cosmetologists. Students completing the cosmetology program and passing the state examination will be able to work in beauty salons, resort hotels, cruise ships and have the opportunity to open their own salon.

PROGRAM DESCRIPTION:

The cosmetology program consists of 1,200 hours and is based on theory and practical experience. It provides basic training in shampooing, drying, cuts, color, straightening and permanent hair waving. In addition, it will teach students about skin care, nails, makeup and hair removal. Upon completion of program, the student will be eligible to take the state exam for cosmetology. Students have the option of selecting the courses in English or Spanish.

Note: Completion of a course or program in a language other than English may reduce

employability where English is required. Students must earn a minimum score of 70% (letter grade of a "C") in order to pass a course as described in the grading system portion of the school catalog.

PREREQUISITES:

Diamond Beauty School prefers that applicants for admission to our school furnish a copy of a high school diploma, transcripts, or a GED. In cases where the prospective student does not possess a high school diploma or GED, he/she may take the Ability to Benefit Test. The school will administer the Wonderlic Cognitive Ability test. It would be available to the student in the school, either online or on paper. Minimum passing scores are 10 for Verbal and for Quantitative.

Students must be at least 16 years old to be accepted. Parental Consent is required for students under 18 years of age.

COMPLETION TIME:

24 hours per week X 50 weeks = 1,200 clock hours

TEXTBOOKS:

English Courses: Milady Standard Cosmetology 2012 (ISBN-10: 1439059292) Exam Review for Milady Standard Cosmetology 2012 (ISBN-10: 1439059217)

Spanish Courses: Spanish Translated Milady Standard Cosmetology 2012 (ISBN-10: 1439059020)

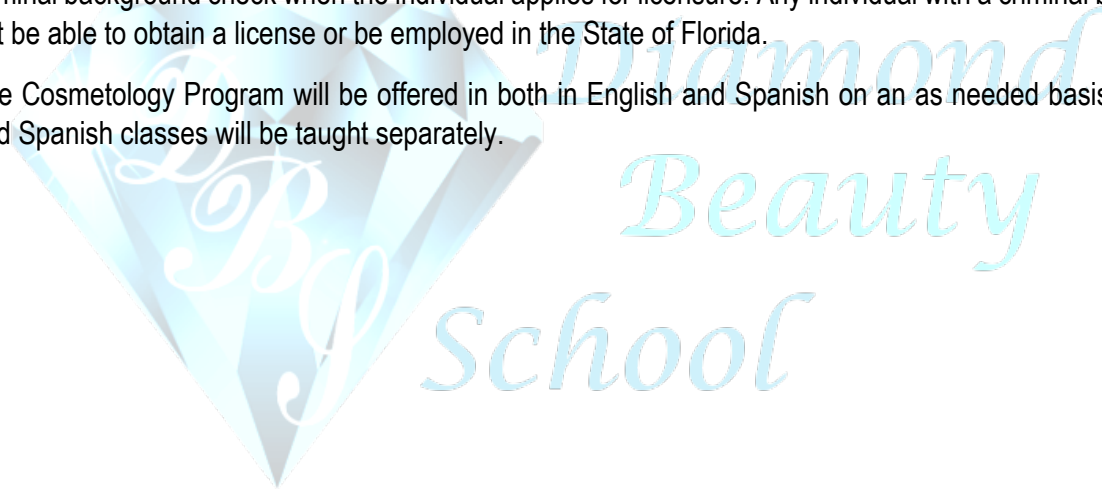
Spanish Translated Exam Review for Milady Standard Cosmetology 2012 (ISBN-10: 1439059071)

NOTE:

After graduation, students must apply for licensure by examination (DBPR Cosmetology application for licensure by examination) with the Florida Board of Cosmetology. A Florida

cosmetology license is required to perform cosmetology services. The Florida Board of Cosmetology requires a criminal background check when the individual applies for licensure. Any individual with a criminal background will not be able to obtain a license or be employed in the State of Florida.

The Cosmetology Program will be offered in both in English and Spanish on an as needed basis. The English and Spanish classes will be taught separately.



COSMETOLOGY PROGRAM TUITION AND FEES	
TUITION:	\$ 5 500.00
BOOKS AND SUPPLIES:	\$ 400.00
FEES:	\$ 100.00
TOTAL COST:	\$ 6 000.00

Note: Students are responsible for costs of any physical examination exams and any professional licensing test fees that may be required.

COURSE NUMBER	COURSE NAME	THEORY HOURS	LAB HOURS	SERVICES
COSM001	Orientation, Laws and Regulation of Florida	10		
COSM002	Bacteriology, Sanitation and Sterilization	20		
COSM003	HIV/AIDS	04		
COSM004	Ethics	02		
COSM005	Anatomy and Physiology	10		
COSM006	Basic Concept of Chemistry and Electricity	16		
COSM007	Scalp Treatment and Hair Care Rinses	50	10	45
COSM008	Shampoo and Rinses	10	10	50
COSM009	Hair Shaping (Cutting)	125	75	75
COSM010	Hair Arranging (Styling)	100	250	300
COSM011	Hair Coloring	75	75	50
COSM012	Chemical waving and Relaxing /Straightening	55	65	65
COSM013	Skin Theory, Disease and Disorders of the Skin	85	0	
COSM014	Facial Techniques and Contraindications	66	10	10
COSM015	Hair Removal	03	1.5	05
COSM016	Makeup	03	2.5	05
COSM017	Manicuring, Pedicuring / Nail Extension	38	25	25
COSM018	Beauty Salon Management	04	0	N/A
TOTAL		676	524	630
TOTAL, CLOCK HOURS & SERVICES		1,200		630

COSMETOLOGY COURSE DESCRIPTION

COSM001 – Orientation, Laws and Regulation of Florida

Introduction to the world of cosmetology. The course teaches students the rules for professional behavior in the classroom, laws, ethics and professional appearance.

COSM002 – Bacteriology, Sanitation and Sterilization

The study of bacteria, their growth and spread. Introduction to different products and equipment to maintain the work area safe and the use of proper disinfection. Procedures to appropriate sanitation and sterilization in beauty salons.

COSM003 – HIV/AIDS

Students will learn about HIV / AIDS and the measures to be taken to prevent infection.

COSM004 -- Ethics

This course covers ethics for work in the field of Cosmetology. The student prepares for the professional environment found in the workplace, as well as good manners and communication skills.

COSM005 – Anatomy and Physiology

Introduction to human anatomy and physiology. Study of the skin, muscles, nerves, and circulatory system. Physiology pertaining to the bones of the head, face, neck, arms, shoulders, hands, calves and feet. In addition, the student will learn about the functions and activities performed by the body.

COSM006 – Basic Concept of Chemistry and Electricity

In this chapter students will learn the basic principles of chemistry and the importance of its knowledge for working in and electricity the area of cosmetology.

COSM007 – Scalp Treatment and Hair Care Rinses

Professional care of the hair, shampooing techniques, rinses and conditioning. Basic properties, growth, treatments, and common disorders of the hair and scalp.

COSM008 – Shampoo and Rinses

Students will learn the different types of coverage for hair services on washing techniques and products, in addition to rinsing and conditioning.

COSM009 – Hair Shaping (Cutting)

This course covers the different techniques for cutting hair and the basic forms to determine the appropriate haircut for clients.

COSM010 – Hair Arranging (Styling)

It teaches the basic skills to hairstyles, including wet and thermal hairstyles.

COSM011 – Hair Coloring

Application of color products, formulation of colors, and different tones of hair colors. Basic techniques for mixing chemicals and procedures for application of hair coloring.

COSM012 – Chemical waving and Relaxing /Straightening

A combination of theory and practice focusing on adequate equipment and product knowledge for permanent waving and chemical relaxing / straightening of the hair.

COSM013 – Skin Theory, Disease and Disorders of the Skin

This unit teaches the student the theory of the skin, its disorders and diseases.

COSM014 –Facial Techniques and Contraindications

The student is trained on the different facial techniques and procedures, based on the different skins and conditions.

COSM015 – Hair Removal

The student learns about the different hair removal methods and procedures.

COSM016 – Makeup

In this unit the student will learn the different types of makeup and its application, based on the skin, face shape and occasion.

COSM017 – Manicuring, Pedicuring / Nail Extension

Professional manicure/pedicure techniques. Proper use of instruments for nail polishing and beautification. Addition of nail extensions to the client's nail. Introduction to nail irregularities and common nail diseases

COSM018 – Beauty Salon Management

This course covers the steps needed to open and manage a privately owned beauty salon/spa.

SKIN CARE – 260 CLOCK HOURS

PROGRAM OBJECTIVE:

To develop the theory and practical skills for individuals interested in employment as a Facial Specialist in fine salons and spas. The student will be prepared for the final exam and certification to be registered as a licensed Facial Specialist.

PROGRAM DESCRIPTION:

The skin care program consists of 260 hours and is based on theory and practical experience. The program provides students with extensive knowledge on facial technology. Students will develop skills in European facial techniques, hair removal, makeup applications and skin care. The student will receive a certificate of completion and will be registered with the state upon successful completion of the program hours, clinical services and final exam. Students have the options of selecting the courses in English or Spanish. Note: Completion of a course or program in a language other than English may reduce employability where English is required. Students must earn a minimum score of 70% (letter grade of a "C") in order to pass a course as described in the grading system portion of the school catalog.

PREREQUISITES:

Diamond Beauty School prefers that applicants for admission to our school furnish a copy of a high school diploma, transcripts, or a GED. In cases where the prospective student does not possess a high school diploma or GED, he/she may take the Ability to Benefit Test. The school will administer the Wonderlic Cognitive Ability test. It would be available to the student in the school, either online or on paper. Minimum passing scores are 10 for Verbal and for Quantitative.

Students must be at least 16 years old to be accepted. Parental Consent is required for students under 18 years of age.

COMPLETION TIME:

16 hours and 15 minutes per week X 16 weeks = 260 Clock Hours

TEXTBOOKS:

English Courses: Milady Standard Esthetics: Fundamentals 11th Edition (ISBN-10: 1111306893)

English Courses: Milady Standard Makeup (ISBN-10: 1111539596)

Spanish Courses: Spanish Translated Milady Standard Esthetics: Fundamentals 11th Edition
(ISBN-10: 1111306990)

Spanish Translated Milady Standard Makeup (ISBN-10: 1111539650)

NOTE:

The Florida Board of Cosmetology requires a criminal background check when the individual applies for licensure. Any individual with a criminal background will not be able to obtain a license or be employed in the state of Florida. Students are required to obtain a license from the Florida Board of Cosmetology before seeking employment in this field.

The Skin Care Program will be offered in both in English and Spanish on an as needed basis. The English and Spanish classes will be taught separately.



SKIN CARE PROGRAM TUITION AND FEES	
TUITION:	\$ 2 300.00
BOOKS AND SUPPLIES:	\$ 150.00
FEES:	\$ 50.00
TOTAL COST:	\$ 2 500.00

Note: Students are responsible for the costs of any physical exams and any professional licensing test fees that may be required.

Course Number	Course Name	Theory Hours	Lab Hours	Services
SK001	Orientation, Florida Laws and HIV/AIDS	9		
SK002	Bacteriology, Sanitation and Sterilization	10		
SK003	Ethics	2		
SK004	Basic of Electricity	8		
SK005	Facial Techniques and Contraindications	66		
SK006	Product Chemistry	8		
SK007	Hair Removal	2.5	5	20
SK008	Makeup	2		
SK009	Skin Theory, Disease and Disorders of the skin	85		
SK010	Facial		40	40
SK011	Maintenance of Electrical Device		1.25	5
SK012	Makeup Application		5	10
SK013	Lash and brow tinting		5	10
SK014	Eyelash Application		10	10
SK015	Manual Extraction		1.25	5
TOTAL		192.5	67.5	100
TOTAL, CLOCK HOURS & SERVICES		260		100

SKIN CARE COURSE DESCRIPTION

SK001 – Orientation, Florida Laws and HIV/AIDS

Introduction to the skin care program and rules and regulations of the school. Students will learn requirements of the state of Florida in regards to the skin care program as mandated by the Department of Business and Professional Regulation. In addition students will complete a four-hour HIV/AIDS training.

SK002 – Bacteriology, Sanitation and Sterilization

The study of bacteria, their growth and spread. Introduction to different products and equipment to maintain the work area cleaning and the use of the proper disinfection. Procedures to appropriate sanitation and sterilization in beauty salons/spas.

SK003 – Ethics

Students will learn to be ethical personally and professionally. They will learn to give the best of themselves, accept constructive criticism and learn and grow from their own mistakes. They will also learn to be honest, reliable and respectful.

SK004 – Basic of Electricity

Students will learn about the techniques and principles of electricity. In addition, the course covers basic and advanced use of aesthetic equipment.

SK005 – Facial Techniques and Contraindications

Students will learn principles of facials through the use of manual and mechanical techniques as well as masks and facial treatments.

SK006 – Product Chemistry

Students will learn the composition of cosmetics products and their reaction.skin.

SK007 – Hair Removal

Students will learn about waxing techniques for the face and body. This course provides theoretical and practical training for students.

SK008 – Makeup

Introduction to the world of makeup and professional tools. In addition, students will learn about corrective procedures for makeup, application of false eyelashes and eyebrow coloring.

SK009 – Skin Theory, Diseases and Disorders of the Skin

The students will learn the structure of the skin and composition, as well as identifying all types of skin. The class will provide the students with all types of disease and disorders of the skin and methods of prevention.

SK010-Facial

This course includes practical training and performance of facial.

SK011- Maintenance of Electrical Devices

Students will learn about use of high frequency and galvanic machines, theory and use of electricity and light in beauty salons.

SK012- Makeup Application

Introduce to the world of makeup and professional tools. In addition, students will learn about corrective procedures for makeup and application of false eyebrow coloring. This course is hands-on learning and practice.

SK013- Lash and Brow Tinting

Students will learn about application and how to tint eyebrow and eyelashes; this course is hands-on learning and practice.

SK014- Eyelash Application

Students will learn to apply individual lashes and lash brows.

SK015- Manual Extraction

Students are taught how to safely extract comedones.

NAIL SPECIALTY- 240 CLOCK HOURS

PROGRAM OBJECTIVE:

To develop the theory and practical skills for individuals interested in employment as a Nail Specialist. The student will be prepared for the final exam and certification to be registered as a licensed Nail Specialist in the state of Florida.

PROGRAM DESCRIPTION:

The nail specialty program consists of 240 hours and is based on theory and practical experience. It provides students with extensive knowledge on nail care. Students will learn about chemistry related to nails, bacteriology, anatomy and physiology. The student will be trained on manicures, pedicures, tips and overlay, nail sculpting, nail mending, nail fills, artificial nail removal, nail polishing and nail art. Students have the options of selecting the courses in English or Spanish.

Note: Completion of a course or program in a language other than English may reduce employability where English is required. Students must earn a minimum score of 70% (letter grade of a "C") in order to pass a course as described in the grading system portion of the school catalog.

PREREQUISITES:

Diamond Beauty School prefers that applicants for admission to our school furnish a copy of a high school diploma, transcripts, or a GED. In cases where the prospective student does not possess a high school diploma or GED, he/she may take the Ability to Benefit Test. The school will administer the Wonderlic Cognitive Ability test. It would be available to the student in the school, either online or on paper. Minimum passing scores are 10 for Verbal and for Quantitative.

Students must be at least 16 years old to be accepted. Parental Consent is required for students under 18 years of age.

COMPLETION TIME:

24 hours per week X 10 weeks = 240 Clock Hours

TEXTBOOKS:

English Courses: Milady's Standard Nail Technology, 7th Edition. ISBN-10: 1285080475

Spanish Courses: Spanish Translated Milady's Standard Nail Technology, 7th Edition. ISBN-10:128508099

NOTE:

The Florida Board of Cosmetology requires a criminal background check when the individual applies for licensure. Any individual with a criminal background will not be able to obtain a license or be employed in the state of Florida. Students are required to obtain a license from the Florida Board of Cosmetology before seeking employment in this field.

The Nail Specialty Program will be offered in both in English and Spanish on an as needed basis. The English and Spanish classes will be taught separately.



NAIL SPECIALITY PROGRAM TUITION AND FEES	
TUITION:	\$ 1 600.00
BOOKS AND SUPPLIES:	\$ 250.00
FEES:	\$ 50.00
TOTAL COST:	\$ 1 900.00

Note: Students are responsible for the costs of any physical exams and any professional licensing test fees that may be required.

COURSE NUMBER	COURSE NAME	THEORY HOURS	LAB HOURS	SERVICES
NT001	Orientation, Florida Laws and HIV/AIDS	9		
NT002	Bacteriology, Sanitation and Sterilization	4		
NT003	Ethics	2		
NT004	Nail Theory, Practice, and Related Subjects	85		
NT005	Manicure		20	20
NT006	Pedicure		10	10
NT007	Tips with Overlays, Nail Wrap and Mending		52.5	25
NT008	Sculpting Using A Form		37.5	15
NT009	Nail Fill-Ins		10	10
NT010	Artificial Nail Removal		5	5
NT011	Polishing and Nail Art		5	10
TOTAL		100	140	95
TOTAL CLOCK HOURS		240		

NAIL SPECIALITY COURSE DESCRIPTION

NT001 – Orientation, Florida Laws and HIV/AIDS

Introduction to the nail specialty program and rules and regulations of the school. Students will learn requirements of the state of Florida in regard to nail care as mandated by the Department of Business and Professional Regulation. In addition, students will complete a four-hour HIV/AIDS training.

NT002 – Bacteriology, Sanitation and Sterilization

The study of bacteria, their growth and spread. Introduction to different products and equipment to maintain the work area safe and the use of proper disinfection. Procedures to appropriate sanitation and sterilization in beauty salons/spas.

NT003 – Ethics

Students will learn to be ethical personally and professionally. They will learn to give the best of themselves, accept constructive criticism and learn and grow from their own mistakes. They will also learn to be honest, reliable and respectful.

NT004 – Nail Theory, Practice and Related Subjects

Students will learn about the structure of the nail. In addition, students will be trained with common nail diseases and disorders.

NT005 – Manicure

Students are trained on practical and theoretical skills on nail care. In addition, the students will learn about different types of manicures and the use of tools and materials in order to become a professional manicurist.

NT006 – Pedicure

Students will be trained on basic pedicure techniques. In addition, students will learn about shaping toenails and foot massage.

NT007 – Tips and Overlays, Nail Wrap and Mending

Students will be trained on nail tip applications, its maintenance and removal. The course teaches the different types of nails wraps, safety and appropriate application.

NT008 – Sculpting Using A Form

Students will be trained on the use of tools and products that are needed to apply to artificial nails.

NT009 – Nail Fill-Ins

Students will learn the proper procedures for filling in artificial nails.

NT010 – Artificial Nail Removal

Advanced training in removal and maintenance of artificial nails.

NT011 – Polishing and Nail Art

Students learn everything related to the process of nails, decoration and designs and handmade pieces.



FULL SPECIALITY -600 CLOCK HOURS

PROGRAM OBJECTIVE:

This program is designed to provide students with the required theory and practical skills to register as a Full Specialist and to engage in this profession.

PROGRAM DESCRIPTION:

This program consists of 600 hours and combines theoretical and practical experience. It provides training in skin care, manicure, pedicure and nail extensions. The classes will cover the structure of the skin and its functions, diseases and abnormalities. In addition, students will be trained on the care of natural and artificial nails, common diseases and methods of beautification.

Note: Completion of a course or program in a language other than English may reduce employability where English is required. Students must earn a minimum score of 70% (letter grade of a "C") in order to pass a course as described in the grading system portion of the school catalog.

PREREQUISITES:

Diamond Beauty School prefers that applicants for admission to our school furnish a copy of a high school diploma, transcripts, or a GED. In cases where the prospective student does not possess a high school diploma or GED, he/she may take the Ability to Benefit Test. The school will administer the Wonderlic Cognitive Ability test. It would be available to the student in the school, either online or on paper. Minimum passing scores are 10 for Verbal and for Quantitative.

Students must be at least 16 years old to be accepted. Parental Consent is required for students under 18 years of age.

COMPLETION TIME:

24 hours per week X 25 weeks = 600 Clock Hours

TEXTBOOKS:

English Courses: Milady Standard Esthetics Fundamental, 11th Edition (ISBN-10: 1111306893)

English Courses: Milady Standard Makeup (ISBN-10: 1111539596)

English Courses: Milady's Standard Nail Technology, 7th Edition. (ISBN-10: 1285080475)

Spanish Courses: Spanish Translated Milady's Standard Nail Technology, 7th Edition. (ISBN-10:128508099)

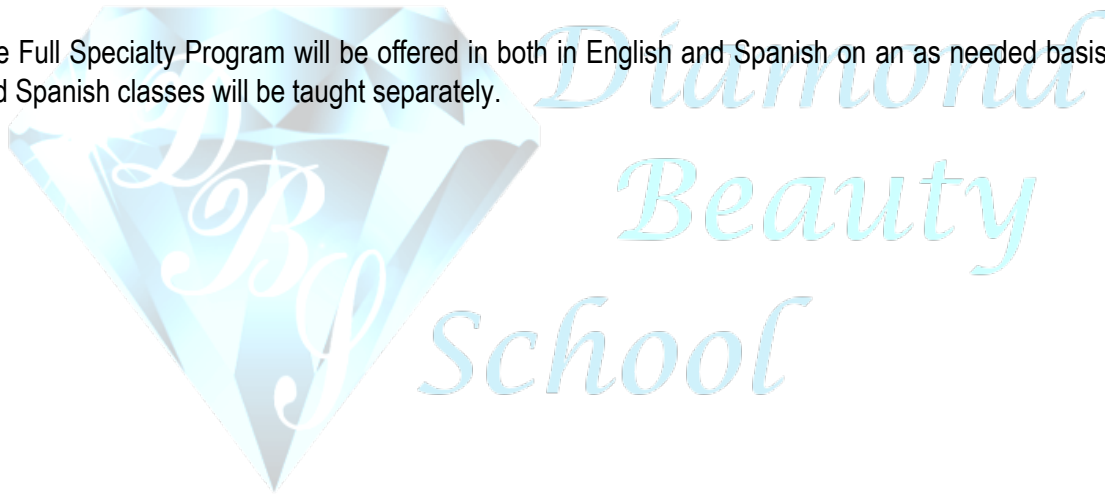
Spanish Courses: Spanish Translated Milady Standard Esthetics: Fundamentals 11th Edition
(ISBN-10: 1111306990)

Spanish Translated Milady Standard Makeup (ISBN-10: 1111539650)

NOTE:

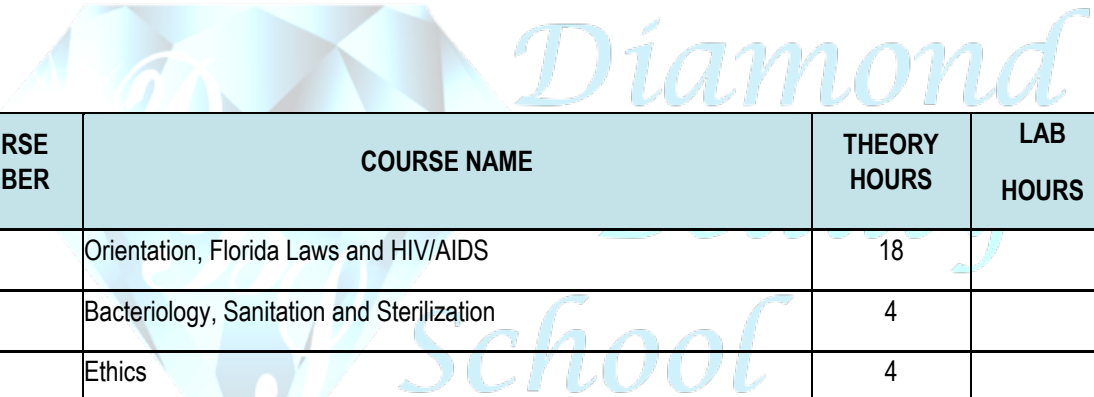
The Florida Board of Cosmetology requires a criminal background check when the individual applies for licensure. Any individual with a criminal background will not be able to obtain a license or be employed in the state of Florida. Students are required to obtain a license from the Florida Board of Cosmetology before seeking employment in this field.

The Full Specialty Program will be offered in both in English and Spanish on an as needed basis. The English and Spanish classes will be taught separately.



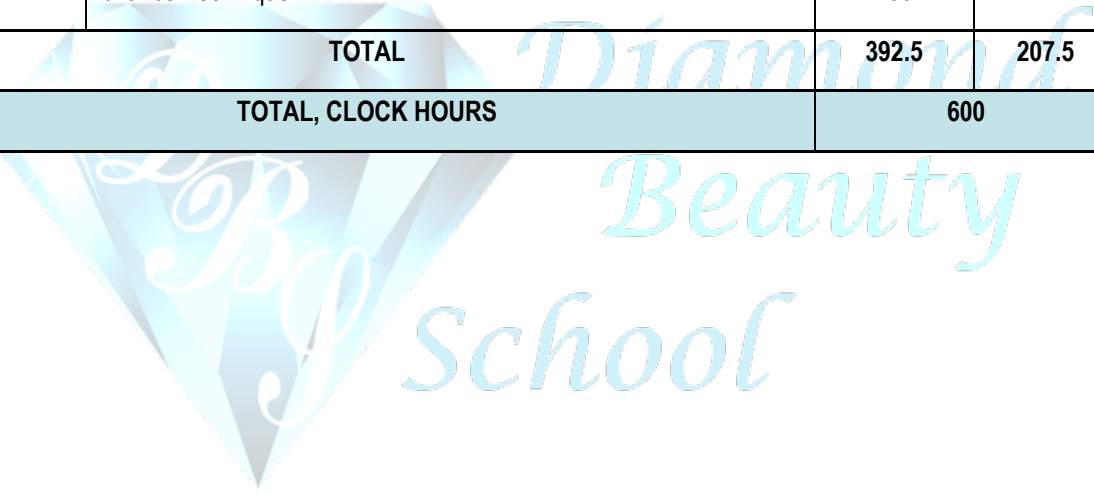
FULL SPECIALITY PROGRAM TUITION AND FEES	
TUITION:	\$ 3 500.00
BOOKS AND SUPPLIES:	\$ 250.00
FEES:	\$ 50.00
TOTAL COST:	\$ 3 800.00

Note: Students are responsible for the costs of any physical exams and any professional licensing test fees that may be required.



COURSE NUMBER	COURSE NAME	THEORY HOURS	LAB HOURS	SERVICES
FS001	Orientation, Florida Laws and HIV/AIDS	18		
FS002	Bacteriology, Sanitation and Sterilization	4		
FS003	Ethics	4		
FS004	Nail Theory, Practice, and Related Subjects	85		
FS005	Manicures		20	20
FS006	Pedicures		10	10
FS007	Tips with Overlay, Nail Wraps and Mending		52.5	25
FS008	Sculpting Using A form		37.5	15
FS009	Nail Fill-Ins		10	10
FS010	Artificial Nail Removal		5	5
FS011	Polishing and Nail Art		5	10
FS012	Sanitation	10		
FS013	Basics of Electricity	8		
FS014	Facial Techniques and Contraindications	66		
FS015	Product Chemistry	8		

FS016	Hair Removal	2.5	5	20
FS017	Makeup	2		
FS018	Skin Theory, Disease and Disorders of the Skin	85		
FS019	Facial		40	40
FS020	Maintenance of Electrical Devices		1.25	5
FS021	Makeup Application		5	10
FS022	Lash and brow tinting		5	10
FS023	Eyelash application		10	10
FS024	Manual Extractions		1.25	5
FS025	Advance Technique	100		
TOTAL		392.5	207.5	195
TOTAL, CLOCK HOURS		600		195



FULL SPECIALITY COURSE DESCRIPTION

FS001 – Orientation, Florida laws and HIV / AIDS

Introduction to the full specialty program and rules and regulations of the school. Students will learn requirements of the state of Florida in regard to the full specialty program as mandated by the Department of Business and Professional Regulation. In addition, students will complete a four-hour HIV/AIDS training.

FS002 – Bacteriology, Sanitation and Sterilization

The study of bacteria, their growth and spread. Introduction to different products and equipment to maintain the work area safe and the use of proper disinfection. Procedures to appropriate sanitation and sterilization in beauty salons/spas

FS003 – Ethics

Students will learn to be ethical personally and professionally. They will learn to give the best of themselves, accept constructive criticism and learn and grow from their own mistakes. They will also learn to be honest, reliable and respectful.

FS004 – Nail Theory, Practice and Related Subjects

Students will learn about the structure of the nail. In addition, students will be trained with common nail diseases and disorders.

FS005 – Manicures

Students are trained on practical and theoretical skills on nail care. In addition, the students will learn about different types of manicures and the use of tools and materials in order to become a professional manicurist.

FS006 – Pedicures

Students will be trained on basic pedicure techniques. In addition, students will learn about shape of nails and foot massage.

FS007 – Tips with Overlay, Nail Wrap and Mending

Students will be trained on nail tip applications, its maintenance and removal. The course also teaches about the different types of nails wraps, safety and appropriate application.

FS008 – Sculpting Using A Form

Students will be trained on the use of tools and products that are needed to apply to artificial nails.

FS009 – Nail Fill-Ins

Students will learn the proper procedures for filling in artificial nails.

FS010 –Artificial Nail Removal

Advanced training in removal and maintenance of artificial nails.

FS011 – Polishing and Nail Art

Students learn everything related to the process of nails, decoration and designs handmade pieces.

FS012 – Sanitation

The study of bacteria, the growth and spread. Introduction to different products and equipment to maintain the work area cleaning and the use of proper disinfection. Procedures to appropriate sanitation and sterilization in Beauty Salon/Spas

FS013 – Basics of Electricity

Students will learn about the techniques and principles of electricity. In addition, the course covers basic and advanced use of aesthetic equipment.



ACADEMIC CALENDAR 2023 - 2024

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		










March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

The school has a policy of open enrollment. Students are eligible to begin courses at any point.			
	School Hollidays – Campus Closed		Nail Specialist Program – New Term
	Cosmetology Program – End Term		Nail Specialist Program – End Term
	Cosmetology Program – New Term		Full Specialist Program – New Term
	Skin Care Program – New Term		Full Specialist Program – End Term
	Skin Care Program – End Term		



*Diamond
Beauty
School*