

# **FACULTY OF VOCATIONAL STUDIES**

## **SYLLABUS**

of

**Diploma in Cosmetology (Semester: I -II)**

**(Under Continuous Evaluation System)**

**Session: 2018-19**



**The Heritage Institution**

**KANYA MAHA VIDYALAYA  
JALANDHAR  
(Autonomous)**

**Scheme of Studies and Examination**  
**(Session 2018-19)**  
**Diploma in Cosmetology**

<b>Semester I</b>							
<b>Course Code</b>	<b>Course Name</b>	<b>Course Type</b>	<b>Marks</b>				<b>Examination time (in Hours)</b>
			<b>Total</b>	<b>Ext.</b>		<b>C A</b>	
				<b>L</b>	<b>P</b>		
DCYL-1141	Paper-1	C	50	40	-	10	3
DCYL-1142	Paper-2	C	50	40	-	10	3
DCYP-1143	Paper-3	C	50	-	40	10	3
DCYP-1144	Paper-4	C	50	-	40	10	3
SECF-1492	*Foundation Programme	VBCC	25	25	-	-	2
<b>Total</b>			<b>200</b>				
<b>Semester II</b>							
<b>Course Code</b>	<b>Course Name</b>	<b>Course Type</b>	<b>Marks</b>				<b>Examination time (in Hours)</b>
			<b>Total</b>	<b>Ext.</b>		<b>C A</b>	
				<b>L</b>	<b>P</b>		
DCYL-2141	Paper-1	C	50	40	-	10	3
DCYL-2142	Paper-2	C	50	40	-	10	3
DCYP-2143	Paper-3	C	50	-	40	10	3
DCYP-2144	Paper-4	C	50	-	40	10	3
SECM-2502	*Moral Education Programme	VBCC	25	25	-	-	1
<b>Total</b>			<b>200</b>				

**Diploma in Cosmetology (Semester I)**  
**(Session 2018-19)**  
**Paper-1**  
**Course code: DCYL-1141**  
**(THEORY)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Theory Marks: 40**  
**CA:10**

**Instructions for the Paper Setters:**

Eight questions of equal marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**1. COSMETOLOGY: -**

- Aims and objectives
- Importance

**2. PERSONAL GROOMING: -**

- Care of yourself:- Mouth ,Teeth, Eyes, Ears, Feet, Removing body hair, Nails and hand care, Care of Clothing.
- Visual poise:- Standing , Sitting and Walking.
- Basic table manners.
- How to get into a car.
- How to carry accessories.
- Wardrobe Planning.

**UNIT-II**

**3. SKIN: -**

- Structure of skin.
- Functions of skin.
- Common skin problems (acne, pigmentation, wrinkles, black heads)
- Skin types and skin analysis.
- Describe the melanin.

**4. FACIALS: -**

- Benefits of massage.
- Massage methods.
- Massaging techniques.

- Plain facial.
- Facial treatment of acne, pigmentation, wrinkles, black heads removing with natural herbs/ingredients.

### **UNIT-III**

#### **5. BASIC MAKE-UP STEPS: -**

- Base make-up.
- Base make-up according to day/night.
- Facial shape analysis.
- Casual and formal make-up.
- Make-up according to weather, occasion and with matching dress.

### **UNIT-IV**

#### **6. HAIR REMOVING METHOD: -**

- Waxing.
- Threading/ tweezing.
- Bleaching.

#### **Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- The Make up Book by Sallu Norton
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis

**Diploma in Cosmetology (Semester I)**  
**(Session 2018-19)**  
**Paper-2**  
**Course code: DCYL-1142**  
**(THEORY)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Theory Marks: 40**  
**CA:10**

**Instructions for the Paper Setters:**

Eight questions of equal marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**1. YOGA: -**

- (a) Benefits of yoga, Rules of yoga.
- (b) Benefits of aerobics.

**UNIT-II**

**2. YOGA ASANS: -**

- |                   |                         |
|-------------------|-------------------------|
| (a) Shav asana    | (f) Dhanur asana        |
| (b) Gomukh asana  | (g) Chakar asana        |
| (c) Vajar asana   | (h) Tar asana           |
| (d) Bhujang asana | (i) Pashchimottan asana |
| (e) Hala asana    | (j) Pawan mukt asana    |

**UNIT-III**

**3. HAIR: -**

- (a) Structure of hair.
- (b) Hair disorders (Dandruff, Alopecia, Hair fall, White hair, Head lice).
- (c) Hair growth and replacement.

**UNIT-IV**

**4. HAIR SHAPING WITH HAIR CUT:-**

- (a) Sectioning of hair.
- (b) Preparation of hair cut.
- (c) Technique of hair cut.
- (d) Basic hair cut like trimming, U-cut, V-cut, feather cut, layers and razor cut.

**5. EQUIPMENT SANITIZING BRUSHES, COMBS**

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Structural Yoga Therapy by Mukunda Stiles
- Contemporary Nutrition by Wardlaw Insel Seyler
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Nutrition Secretes by Hanley and Belfus, Inc, Medical Publisher.

**Diploma in Cosmetology (Semester-I)**  
**(Session 2018-19)**  
**Paper-3**  
**Course Code: DCYP-1143**  
**(PRACTICAL)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Practical Marks: 40**  
**CA:10**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

**Project file will be evaluated by External Examiner which carries – 10 marks**

**1. MASSAGE:-**

- (a) Benefits of massage.
- (b) Massage methods.
- (c) Massaging techniques.

**2. FACIAL:-**

- (a) Preparation of facial
- (b) Skin analysis
- (c) Plain facial.
- (d) Different facial for different skin type and different skin problems:-
  - Black head removing.
  - Application of thermo pack.
- (e) Facial with natural herbs and ingredients.
- (f) Treatment of acne, pigmentation, wrinkles.
- (g) Vegetable peeling.

**3. REMOVING BODY HAIR:-**

- (a) Waxing , Tweezing ,Threading.
- (b) Use of chemical applicators.
- (c) Bleaching.

**4. MAKE-UP:-**

- (a) Analysis of facial shape.
- (b) Base make-up according to day/night, weather, occasion and according to dress.
- (c) Casual and formal make-up.
- (d) How to choose correct make-up.
- (e) Applications of different type of base make-up.

**5. MEHNDI:-**

- (a) Arabian mehndi.
- (b) Simple mehndi.
- (c) Bridal mehndi.

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- The Make up Book by Sallu Norton
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- The Big Beauty Book Glamour for the Fuller figure women by Ann Harper and Glenn Lewis



**Diploma in Cosmetology (Semester I)**  
**(Session 2018-19)**  
**Paper-4**  
**Course code: DCYP-1144**  
**PRACTICAL**

**Time: 3 hrs**

**Max. Marks: 50**  
**Practical Marks: 40**  
**CA:10**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

**1. YOGA ASAN:-**

- |                   |                         |
|-------------------|-------------------------|
| (a) Shav asana    | (f) Dhanur asana        |
| (b) Gomukh asana  | (g) Chakar asana        |
| (c) Vajar asana   | (h) Tar asana           |
| (d) Bhujang asana | (i) Pashchimottan asana |
| (e) Hala asana    | (j) Pawan mukt asana    |

**2. HAIR CARE:-**

- (a) Shampooing – Procedure, Types of shampoo.
- (b) Scientific brushing on wet hair.

**3. SCALP TREATMENT, APPLYING MASK, CONDITIONERS.**

- (a) Scientific brushing on different types of hair.
- (b) Scalp manipulations.
- (c) Scalp treatment ( lice, hair treatment)
- (d) Dandruff treatment.
- (e) Removing of splitends.

**4. HAIR SHAPING:-**

- (a) Blow dry.
- (b) Temporary Straightening.
- (c) Crimping.
- (d) Different style of hair curls.

**5. USE OF SPRAY, GEL, MOUSSE, VOLUMIZERS ETC.**

**6. HAIR CUTS:-**

- (a) Hair Sectioning (Basic)
- (b) Hair Sectioning acc. To different basic hair cuts.
- (c) Preparation of hair cut.
- (d) Basic hair cut like trimming, U-cut, V-cut, feather cut, layers and razor cut.

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Structural Yoga Therapy by Mukunda Stiles
- Contemporary Nutrition by Wardlaw Insel Seyler
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Nutrition Secretes by Hanley and Belfus, Inc, Medical Publisher.

**Diploma in Cosmetology (Semester II)**  
**(Session 2018-19)**  
**Paper-1**  
**Course code: DCYL-2141**  
**(THEORY)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Theory Marks: 40**  
**CA:10**

**Instructions for the Paper Setters:**

Eight questions of equal marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**1. NAILS: -**

- (a) Structure of nails.
- (b) Disorders and diseases of nails.
- (c) Nail spa.
- (d) Nail art.

**UNIT-II**

**2. EYES: -**

- (a) Care of eyes.
- (b) Exercise of eyes.
- (c) Eye brow shaping.
- (d) Different type of make-up(dramatic make-up, smoky make-up, winged make-up)
- (e) Applications of fake eye lashes.
- (f) Eye treatment with home remedies.

**UNIT-III**

**3. CARE OF HAND AND FEET: -**

- (a) Method of Pedicure and Manicure.

**UNIT-IV**

**4. MAKE-UP: -**

- (a) Art of camouflage, Products and application.
- (b) Engagement make-up.
- (c) Bridal make-up.
- (d) Correct make-up of eyes, nose, cheeks, jaw line, lip line.
- (e) Reception make-up.
- (f) Dupatta Setting.
- (g) Sari Drapping.

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Beauty Basics by Lorraine Nordmann Level-I

**Diploma in Cosmetology (Semester II)**  
**(Session 2018-19)**  
**Paper-2**  
**Course code: DCYL-2142**  
**(THEORY)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Theory Marks: 40**  
**CA:10**

**Instructions for the Paper Setters:**

Eight questions of equal marks are to be set, two in each of the four Sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

**UNIT-I**

**1. NUTRITION:-**

- Rule of nutrition: Protein, Carbohydrates, Fats, Minerals, Vitamin A, B, C, B- Complex, B3 and their food sources.
- Basic five food groups.

**UNIT-II**

**2. HAIR COLORING:-**

- Global coloring.
- Hair streaking.
- Method of color mixing.
- Method of color applications.
- Color cutting.
- Heena applications.

**UNIT-III**

**3. HEAD MASSAGE:-**

- Technique of head massage.
- Hair problem treatments with natural masks and packs.

**4. HAIR REPAIR TREATMENT AFTER THE USE OF CHEMICALS:-**

- Hair Spa.
- Deep Conditioning.
- Hair Polishing.

**UNIT-IV**

**5. USE OF ADVANCED TECHNIQUES ON THE HAIR:-**

- Rebonding
- Perming.

**6. SALON MANAGEMENT:-**

- Qualities and duties of salon management.
- Common equipments used in salon.
- Planning and layout of salon.

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Contemporary Nutrition by Wardlaw Insel Seyler
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Nutrition Secretes by Hanley and Belfus, Inc, Medical Publisher.

**Diploma in Cosmetology (Semester II)**  
**(Session 2018-19)**  
**Paper-3**  
**Course Code: DCYP-2143**  
**(PRACTICAL)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Practical Marks: 40**  
**CA:10**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

**1. NAILS CARE:-**

- (a) Manicure.
- (b) Hot oil manicure.
- (c) Nail art.
- (d) Pedicure.
- (e) French manicure.
- (f) Artificial nails.
- (g) Nail mending,

**2. EYE CARE AND EYE MAKE-UP:-**

- (a) Eye exercise, eye treatments .
- (b) Eye brow shaping.
- (c) Simple eye make-up.
- (d) Fashion eye make-up:- Dramatic, smoky eye, winged eye make-up.
- (e) Applications of fake eye lashes.

**3. SKIN TREATMENTS WITH GALVANIC AND HIGH FREQUENCY.**

**4. PROFESSIONAL MAKE-UP.**

**5. FULL MAKE-UP ACCORDING TO WEDDING FUNCTION:-**

- (a) Engagement make-up.
- (b) Bridal make-up.
- (c) Reception make-up.

**6. CORRECTIVE MAKE-UP OF:-**

- (a) Eyes, Nose, Cheeks, Jaw line, Lip line.
- (b) Dupatta setting.
- (c) Sari drapping.

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Nail Art Projects by Helena Biggs



**Diploma in Cosmetology (Semester II)**  
**(Session 2018-19)**  
**Paper-4**  
**Course code: DCYP-2144**  
**(PRACTICAL)**

**Time: 3 hrs**

**Max. Marks: 50**  
**Practical Marks: 40**  
**CA:10**

**Instructions for Practical Examiners:**

Question paper is to be set on the spot jointly by the Internal and External Examiners. Two copies of the same should be submitted for the record to COE office , Kanya Maha Vidyalaya, Jalandhar.

**1. HAIR COLORING:-**

- 1.(a) Global colouring.
  - (b) Hair streaking.
  - (c) Method of colour mixing.
  - (d) Method of colour applications.
  - (e) Method of Colour cutting.
  - (h) Heena applications.
  - (i) Preparation of hair colouring.
2. Application of temporary, permanent, semi-permanent color.

**2. HAIR DESIGNING:-**

- (a) Different types of plait (at least any five).
- (b) Buns with stuffies and without stuffies.

**3. SCALP MASSAGE, BODY MASSAGE.**

**4. HAIR CARE:-**

- (a) Hair spa.
- (b) Hair polishing.

**5. REBONDING**

**6. PERMING**

**7. ADVANCED HAIR CUTTS.**

**8. PLANNING OF A SALON ON A PAPER.**

**Books Recommended:**

- Basic Knowledge of Skin Care, Hair Care and personal grooming by Anita Thakur.
- Contemporary Nutrition by Wardlaw Insel Seyler
- Complete beauty book by Helen Foster
- The Complete Book of Massage by Mary Atkinson with Exme Floyd
- Nutrition Secretes by Hanley and Belfus, Inc, Medical Publisher.