



SHEAR PERFECTION
ACADEMY OF COSMETOLOGY
— EST. 2014 —

STUDENT HANDBOOK



WELCOME

It gives us great honor to welcome you to Shear Perfection Academy of Cosmetology!

We are excited to embark on this journey with you, and we aim to make your experience one that you will remember. We offer the highest quality of education and tools so that you are prepared to handle challenges and build success.

We'll provide you with a structured education where you will receive support, motivation, and encouragement. We believe in setting you on a path for success where you will achieve your goals and make your dreams a reality.

THE MISSION

Shear Perfection Academy is committed to providing the highest quality of education for our students. We strive to assist students in becoming the best versions of themselves.

Our goal is to prepare students in Cosmetology, Nail Technician, Esthetics and Instructor's programs.

Students will also learn business and public relation techniques to ensure achievement toward future ambitions.

We are confident that graduates of our academy will be prepared for a future in the beauty industry.

In order to enroll in the school, a prospective student must submit the following (per guidelines set forth by State of Tennessee):

1. High school diploma or GED
2. Government issued ID
3. Proof of 16 years of age
4. Social security card

In the event of a foreign diploma, Have evidence that verification of a foreign student's high school diploma has been performed by an outside agency that is qualified to translate documents into English and confirm the academic equivalence to a high school diploma.

In the event of home schooled students, provide evidence of completion of home schooling.



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COSMETOLOGY

COS·ME·TOL·O·GY

THE PROFESSIONAL
SKILL OR PRACTICE OF
BEAUTIFYING THE FACE,
HAIR, AND SKIN.



COSMETOLOGY

Full-Time 11 Months / Part-Time 19 Months

- The professional course in cosmetology requires the satisfactory completion of 1500 hours training. This will entitle you to take the Tennessee State Board of Cosmetology Examination for the Tennessee Cosmetology License. The instructional methods used to teach are from the Milady's text book and practical hands on training.
- The suggested curriculum according to the State Board of Cosmetology is as follows:

General300 Hours

Sterilization, Sanitation, Bacteriology, Anatomy, Physiology, Shop Ethics, State Laws and Regulation, Personality and Salesmanship

Chemical600 Hours

Permanent Waves, Hair Relaxer, Hair coloring, Bleaching ,Toning, Sculpture Nails, Hair Structures and Chemistry

Physical 600 Hours

Shampooing and Rinses, Hair and Scalp Care, Hair Shaping, Hairdressing and Styling, Facials, Arching, Lash and Brow Tinting , Manicures and Pedicures

Total Hours1500 Hours

Required Total:1500 Hours Curriculum Total:1500 Hours

- Orientation is included under GENERAL section of the curriculum.



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ESTHETICS

ES'THEDIKS

A SET OF PRINCIPLES CONCERNED

WITH THE NATURE AND
APPRECIATION OF BEAUTY,
ESPECIALLY IN COSMETOLOGY



Full-Time --- 6 Months / Part-Time --- 9 Months

•The professional course in esthetics requires the satisfactory completion of 750 hours training. This will entitle you to take the Tennessee State Board of Cosmetology Examination for the Tennessee Esthetics License. The instructional methods used to teach are from the Milady's text book and practical hands on training.

•To train the graduate for entry level employment as an esthetician in a salon, day spa or a plastic surgeon's clinic:

General 150 Hours

Sterilization, Sanitation and Bacteriology, Anatomy and Physiology, Professional Ethics, Personality and Salesmanship

State Law, Tax Law and Payroll Deductions

Chemical 150 Hours

Skin care conditions and Disorders, Nutrition, Aging Factors Product Ingredients, Usage Waxing, Lash and Brow Tinting OSHA and EPA Requirements

Physical 450 Hours

Massage Therapy and Manipulations, Masks and Packs, Manual Facial Treatments without machines, Machine Facials, Skin Analysis/Consultation, Product Application Color Psychology Make-up Application Brow Arching, Corrective Make Up Arching, Body Treatments/ Wraps

Total Hours 750 Hours

Required Total: 750 Hours

Curriculum Total: 750 Hours

**Orientation is included under GENERAL section of the curriculum.*

Full-Time --- 5 Months Part-Time --- 7.5 Months

The professional course in manicuring requires the satisfactory completion of 600 hours training. This will entitle you to take the Tennessee State Board of Manicuring Examination for the Tennessee Manicuring License. The instructional methods used to teach are from the Milady's text book and practical hands on training. This program provides opportunities for each student to develop a professional personality for working in the dynamic field of manicuring.

The suggested curriculum for the Nail Technician Course is as follows:

General 150 Hours

Sterilization, Sanitation and Bacteriology

Anatomy and Physiology

State Law, Salon Management, Ethics

Chemical 150 Hours

Product Knowledge

Manicuring and Pedicuring

EPA and OSHA Requirements

Physical 300 Hours

Massage, Manicuring and Pedicuring

Nail Care, Nail Artistry, Nail Wraps

Sculptured Nails, Nail Tips, Gel Nails, Nail Safety

U.V. Gel Laminate, and Nail Artistry

Total Hours..... 600 Hours

Required Total: 600 Hours Curriculum Total: 600 Hours

**Orientation is included under GENERAL section of the curriculum.*

NAIL TECHNICIAN



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NAIL TECHNICIAN

NAIL TECH·NI·CIAN

A PERSON EMPLOYED TO GIVE MANICURES,
PEDICURES, AND OTHER COSMETIC
TREATMENTS FOR THE NAILS.



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INSTRUCTOR

IN'STRUK'TOR

A PERSON WHO TEACHES,
TRAINS, TUTORS, COACH,
DEMONSTRATES, ADVISES,
COUNSELS, GUIDE



INSTRUCTOR

Full-Time --- 2.5 Months Part-Time --- 4 Months

This program instructs the student in the following: curriculum development, lesson planning, teaching methods, classroom management teacher-student relationships, and testing evaluation. The entire program will consist of 300 hours.

Lesson Planning and Motivation.....100 Hours

Course outlining and development, Lesson planning and motivation, Record keeping, Testing, Grading

General115 Hours

Book Knowledge, Teaching Techniques, Visual Aid Equipment, Classroom Management, Student Motivation, Product Knowledge, State Laws

Physical85 Hours

Permanent Waving, Relaxers, Shampooing, Nail Care, Facials, Hair Coloring/Lightening, Haircutting, Clinic Floor Management

Total Hours 300 Hours

Required Total: 300 Hours

Curriculum Total: 300Hours

**Orientation is included under GENERAL section of the curriculum.*



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ADMINISTRATIVE STAFF

CEO/Director of Operations

Elvin Mejia

CFO/Director of Administration

Helen Tahriri

Director of Education /Master Educator

Ellie Farhangi

FOUNDER: ELVIN MEJIA GIVING
INSTRUCTION

FULL TIME SCHEDULE (30 HOURS)

MONDAY - THURSDAY 9:00AM - 3:30PM FRIDAY 9:00AM - 1:00PM

PART TIME SCHEDULE (20 HOURS)

MONDAY - THURSDAY 9:00AM - 1:00PM FRIDAY 9:00AM - 1:00PM

EVENING CLASS SCHEDULE (20 HOURS)

MONDAY - FRIDAY 4:00PM - 8:00PM

NEW CLASSES BEGIN MONTHLY
COMMENCEMENT:
SUMMER AND WINTER

NOTES



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NOTES



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INSIDE THE GLOBAL MALL
5252 Hickory Hollow
Parkway, Suite 162
Antioch TN. 37013

LICENCED BY: TENNESSEE STATE BOARD OF COSMETOLOGY
500 JAMES ROBERTSON PARKWAY
NASHVILLE TN. 37243

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CERTIFIED BY: U.S. DEPARTMENT OF EDUCATION
FEDERAL FINANCIAL AID

AUTHORIZED BY: TENNESSEE HIGHER EDUCATION
COMMISSION

ACCREDITED BY: NACCAS, NATIONAL ACCREDITING
COMMISSION OF CAREER ARTS & SCIENCES

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