

SHIVAJI UNIVERSITY, KOLHAPUR



“A” Re accredited by NAAC

(2014) with CGPA 3.16

Faculty of Fine Arts

Structure, Scheme and syllabus for

Advance Diploma in Beauty and Wellness

Beauty and Wellness

Sem. III and Sem. IV

(Subject to the modifications that will be made from time to time)

Syllabus to be implemented from June, 2020 onwards.

PROF.SAMBHAJIRAO KADAM COLLEGE, DEUR.

UGC-Community College

STRUCTURE AND SYLLABUS

Advance Diploma in Beauty & Wellness

TITLE	:	Advance Diploma (Beauty & Wellness) Syllabus (Semester pattern) Under the faculty of Fine Arts
YEAR OF IMPLEMENTATION	:	Syllabus will be implemented from July 2020
DURATION	:	(One Year/ two semesters)
PATTERN OF EXAMINATION	:	Semester pattern
Theory examination:	:	• At the end of semester as per Shivaji University rules The theory examination shall be at the end of the each semester. • All the general theory papers shall carry 40 marks and all vocational theory papers shall carry 50 marks. • Evaluation of the performance of the students in theory shall be on the basis of semester examination as mentioned above. Question paper will be set in the view of entire syllabus preferably covering each unit of the syllabus.

• **Nature of question paper for Theory examination** (Excluding Business Communication Paper) –

- i. There will be seven questions carrying equal marks.
- ii. Students will have to solve any five questions.
 - Q. No. 1: Short answer type question with internal choice
(Two out of Three)
 - Q. No. 2 to Q. No. 6: Long answer type questions
 - Q. No. 7: Short Notes with internal choice
(Two out of Three)

Practical examination: Evaluation of the performance of the students in practical
Shall be on the basis of semester examination (Internal
Assessment at the end of Semester III& IV)

MEDIUM OF INSTRUCTIONS: English /Marathi.

Eligibility for Admission: 10 + 2+ from any faculty+ Diploma in Beauty & Wellness

Eligibility for Faculty: 1) CIDESCO (Beauty & Wellness)
MBTB, ABTC (Beauty & Wellness)
2) M. A (English) with NET/SET for BusinessCommunication

Eligibility for Laboratory Assistant: MBTB, ABTC (Beauty & Wellness)

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Health & Salon Management, Paper No. IXX

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

1. To understand how to maintain good health
2. To understand how to get clients for salon

Mark – 40

Unit -1 Yoga

- What is yoga ? Its importance & Benefits
- Assans – Vajar ,Bhujang , Gowmukh , Padam . Their techniques and effects on body
- Difference between Arobics& yoga

Unit – 2 Nutrition & Diet

- Major Functions of Carbohydrate , Protein , Fat , Vitamin A, C , B , E , B-complex
- Role of Water in maintaining healthy skin.
- Concept of balance diet & Five food group

Unit -3 Sterilization & Sanitization

- Common terms used in disinfection
- Method of Sterlization&Sanitisation
- Chemicals used in Disinfection of beauty salon

Unit 4 Salon Management

- How to Get clients for your salon?
- How to make customers satisfy ?
- How to Make permanent salon clients ?
- How to increase your sale ?

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Personality & Hygiene, Paper No. XX

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- 1. To understand value of personal & professional ethics**
- 2. To understand importance of hygiene.**

Total marks – 40

Unit 1 – Personal grooming & Hygiene

- Basics of personal grooming & hygiene
- How to care for nails & hairs
- Importance of good ethics

Unit 2 – Professional ethics

- Beauticians Professional attitude towards Clients & colleagues
- Beauticians communication skill
- Beauticians physical appearance on job
- Beauticians desirable qualities to maintain good relations with client

Unit 3 – Hygiene

- Guidelines for beauty & wellness professionals
- Guidelines for proper use of salon infrastructure
- Guidelines for beautician for day to day routine

Unit 4 – Motivation

- Introduction to Motivation , Types of motivation , Motivating to subordinate

Practical based on the theory units

Marks: 10

Reference Books:

1. Cohen.R.J & M.E. Swerdlik (2002).psychological testing and assessment.McGraw Hill,USA.
2. Jackson, A.W., J.R. Morrow, D.W. Hill and R.K. Dishman (2004). Physical Activity for Health & Fitness. Human Kinetics, USA.
3. Kansal, D.K (2011). Holistic Personality Development. Sports & Spiritual Science Publication, New Delhi (2 Press).
4. Peeke, P. (2006). The National Body Challenge. Hay House, Inc., USA.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Skin structure and treatments, Paper No. XXI

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- To understand skin structure
- To get knowledge about electrology.

Marks – 40

Unit 1 – Skin Structure

- Skin Anatomy
- Function of Skin
- Types of Skin – Normal, Dry ,Oily, Combination, Sensitive, Mature
- Common Skin Problems – Ageing , Acne, Pigmentation, and Sebaceous Glands
- Skin Analysis (with the use of magnifying lamp) Form

Unit 2 - Facials Basic Manual

- Product Knowledge according to skin type – cleanser , Scrub, toner , massage cream, Face mask
- Trolley Setting and facial bed setup
- Massage Manipulations on face neck and back
- Complete Procedure

Unit – 3 Facial Massage

- Theory of Massage
- Venis Massage techniques
- Pressure Points
- Contra Indication of Massage
- Benefits

Unit 4 – Electro logy

- High Frequency
 - Galvanic
 - Ultra sonic
 - Beauty Studio
- Benefits, Safety Precautions, Contraindications ,Dangers

Practical based on the theory units

Marks: 10

References:

1. Cohen.R.J & M.E. Swerdlik (2002).psychological testing and assessment.McGraw Hill,USA.
2. Jackson, A.W., J.R. Morrow, D.W. Hill and R.K. Dishman (2004). Physical Activity for Health & Fitness. Human Kinetics, USA.
3. Kansal, D.K (2011). Holistic Personality Development. Sports & Spiritual Science Publication, New Delhi (2 Press).
4. Peeke, P. (2006). The National Body Challenge. Hay House, Inc., USA.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Hair and There Treatments, Paper No. XXII

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- To get information about hair structure
- To get information about hair treatment and hair styling

Marks – 40

Unit 1 – Hair Structure

- Hair Anatomy ,
- Hair Growth Cycle
- Different Hair Type – porosity ,texture , elasticity ,Density
- Hair Problems – cuticle Damage , Protein Loss , hair fall ,Dandruff , pre mature grey hair

Unit 2 –Hair Treatment

- Hair fall treatment
 - Dandruff Treatment
 - Hair Growth Treatment
 - Basic Hair spa
 - Advance Hair Spa
 - Head Massage
- There benefits and procedures

Unit 3 – Chemical Job

- Introduction of coloring
- Basic Principles of coloring- Primary ,Secondary ,Complementary, cutting colors
- Product use in coloring
- Mixing Ratio
- Procedure of global coloring
- Procedure of grey coverage
- Safety Precautions

Unit 4 – Thermal Hair Styling

- Use of Cosmetics for thermal hair styling
- Blow dry of different hair angles
- Procedure of thermal hair styling using different – Tools and equipments- Dryers ,Electric rollers , Curling tong . crimping machine , Hair straightening(Temporary and Permanent)

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Advance Make up, Paper No. XXIII

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

To get knowledge about advance make up technique

To get knowledge about Hair styling and nail art

Marks – 40

Unit 1- Make up technique

- Purpose of Make up
- Tolls for make up
- Different types of Make up product
- Procedure of Day , Evening and bridal Make up
- Basic face shapes – oval , Square ,round , pear, Diamond, Heart , Ablong
- Applying false eyelashes

Unit 2- Saree and Dupatta Draping

- Elegent Style
- Indian Party Style
- Bangoli Style
- Panjabi Style Dupatta
- Saree Style Dupatta

Unit 3 – Hair Styling

- Back Combing on the head
- Styling – Single roll, French Roll, Multiple Roll, Messy bun
- Evening Hair Style, Party Hair Style, Bridal Hair Style

Unit4 – Nail art

- Sequins art
- Pent art
- Crystal Art
- Artificial Plastic Nail Application and removal

Practical based on the theory units

Marks: 10

Reference Books:

1. Cohen.R.J & M.E. Swerdlik (2002).psychological testing and assessment.McGraw Hill,USA.
2. Jackson, A.W., J.R. Morrow, D.W. Hill and R.K. Dishman (2004). Physical Activity for Health & Fitness. Human Kinetics, USA.
3. Kansal, D.K (2011). Holistic Personality Development. Sports & Spiritual Science Publication, New Delhi (2 Press).
4. Peeke, P. (2006). The National Body Challenge. Hay House, Inc., USA.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Communication Skills in English, Paper No. XXIV

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

To get knowledge about communication skills

To get knowledge about reading, writing style, personal letter writing

Marks – 40

Unit I - Reading Skills

Reading Tactics and strategies; Reading purposes–kinds of purposes and associated comprehension; Reading for direct meanings.

Unit II - understanding concepts

Reading for understanding concepts, details, coherence, logical progression and meanings of phrases/ expressions.

Unit III - Writing Skills

Guidelines for effective writing; writing styles for application, personal letter, official/ business letter.

Unit IV - preparing official work

Resume, memo, notices etc.; outline and revision.

Practical based on the theory units

Marks: 10

References:

1. Oxford Guide to Effective Writing and Speaking by John Seely.
2. Business Communication, by Sinha, K.K. Galgotia Publishers, 2003.
3. Business Communication by Sethi, A and Adhikari, B., McGraw Hill Education 2009.
4. Communication Skills by Raman, M. & S. Sharma, OUP, New Delhi, India (2011).
5. English Grammar in Use: A Self Study Reference and Practice Book Intermediate

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Skin structure and treatments, Paper No. XXV

Practical

- Skin Analysis
- Venis Massage
- High Frequency
- Galvanic
- Ultra Sonic

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Hair and their Treatments, Paper No. XXVI

Practical

- Hair falls Treatment
- Dandruff Treatment
- Hair growth Treatment
- Basic Hair spa
- Advance Hair Spa
- Head Massage
- Global Coloring
- Grey Coverage
- Hair Straitening (permanent and temporary)

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister III

Advance Make up, Paper No. XXVII

Practical

- Day ,evening and Bridal Make up
- Single roll , French Roll ,Messy bun
- Party Hair Style and Bridal Hair Style
- Back combing
- Saree Draping

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Aroma Therapy, Paper No. XXVIII

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- To get Knowledge about aroma therapy and Essential Oil
- To get information about cosmetic making

Marks – 40

Unit 1- Introduction to aroma therapy

- History
- Exception Method of aroma therapy
- Information about Essential Oil and there use

Unit 2- Aroma therapy for children

- Essential Oil
- Career Oil
- Blending
- Procedure of aroma therapy

Unit 3- Aroma therapy for Beauty

- Facial
- Skin Treatment
- Body Massage
- Hair Treatment

Unit 4- Aroma therapy for cosmetic making

- Rose water
- Astringent
- Facial Cream
- Scrub
- Face Mask

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Advance Spa, Paper No. XXIX

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

To get information About Body Anatomy

To get information about face hand and leg spa

Marks – 40

Unit 1- Introduction to Spa

- History of spa
- Body Anatomy – Body muscles , Bones of body
- Massage type – Swedish, ayurvedic ,Aroma, Kerlari Massage
- Product Knowledge

Unit 2 – Spa and body polishing

- Hand Spa – Cleaning, Exfoliation, Polishing
- Legs Spa - Cleaning, Exfoliation, Polishing
- Procedure, Benefits, Precaution

Unit 3- Facial Spa

- Facial Spa for dry, Oily, Combination and mature skin

Unit 4- Yoga and Health

- Definition of yogasana, importance and role in beauty
- Healthy Food Recipe to achieve healthy skin
- Beauty Care during weather changes- summer ,rainy, winter
- Beauty tips for glowing skin

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Hair styling and cutting, Paper No. XXX

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- To get knowledge About Basic and advance hair cut
- To get knowledge about hair products

Marks – 40

Unit 1- Hair Styling and cutting

- Basic cuts - Straight cut, deep u cut, U cut,
- Information About Basic Face shape
- Information about seizer handling

Unit2 – Advance Hair cut

- Hair cut – Reverse Graduation, Orange Peel clip, Diamond cut , Layer cut, Step cut
- Techniques – Notching, slicing, thinning

Unit 3 – Hair conditioner and rinse

- Types of Hair conditioner - Natural , Chemical, Heena Application
- Hair spray – types , advantages , disadvantages
- Product Knowledge

Unit 4 – Hair Product Knowledge

- Shampoo
- Hair Mask
- Hair Conditioner
- Hair Serum
- Heat protector
- Hair Sprey

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renugupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Mehandi Art, Paper No. XXXI

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

To get knowledge about Basic Mehandi and dulhan mehandi

To get get knowledge about Mehandi application

Marks – 40

Unit 1 – Basic Mehandi

- History
- Mehandi paste and Cone Preparation
- Basic Shapes Designing

Unit 2- Arabian Mehandi Designing

- Basic Arabian Mehandi Designing
- Bridal Arabian Mehandi Designing

Unit 3- Dulhan Mehandi

- Dulhan Mehandi Basic Shapes of Dulhan Mehandi
- Dulhan Mehandi Designing

Unit 4 – Mehandi Dye

- Preparation of mehandi Paste
- Hair sectioning
- Mehandi Application
- Precaution

Practical based on the theory units

Marks: 10

References:

1. Blossom Kochar, Hair, Skin and Beauty care, the complete Body Book, VBS publisher new Delhi, 2002.
2. Dr. Renu Gupta, Complete Beautician Course, Diamond Pocket books, Pvt. Ltd. New Delhi, 2001.
3. Madhumita Pauwal, Practical Guide to Beautician Training, Asian Publishers, New Delhi, 2002.

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Communication Skills in English- II, Paper No. XXXII

Total Workload: 06 lectures per Week of 60 min.

Distribution of Workload:

Theory: 04 Lectures per week

Practical: 02 Lectures per week per batch of 50 students

Objective:

- To get knowledge about communication skills
- To get knowledge about reading, writing style, personal letter writing

Marks – 40

Unit I - Listening Exercises

Listening Skills: Barriers to listening; effective listening skills; feedback skills.

Unit II - Taking notes on speech/lecture

Attending telephone calls; note taking and note making.

Unit III - Making conversation and taking turns

Speaking and Conversational Skills: Components of a meaningful and easy conversation; understanding the cue and making appropriate responses; forms of polite speech; asking and providing information on general topics.

Unit IV - Giving Interview

The study of sounds of English, stress
Situation based Conversation in English
Essentials of Spoken English

Practical based on the theory units

Marks: 10

References:

1. Oxford Guide to Effective Writing and Speaking by John Seely.
2. Business Communication by Sethi, A and Adhikari, B., McGraw Hill Education 2009.
3. Communication Skills by Raman, M. & S. Sharma, OUP, New Delhi, India (2011).
4. A Course in Phonetics and Spoken English by J. Sethi and P.V. Dhamija, Phi Learning

ADVANCE DIPLOMA IN BEAUTY & WELLNESS
Semister IV

Aroma Therapy, Paper No. XXXIII

Practical

- Procedure of aroma therapy
- Aroma therapy for face , body,hair
- Cosmetic making with the help of aroma therapy

ADVANCE DIPLOMA IN BEAUTY & WELLNESS
Semister IV

Introduction to spa, Paper No. XXXIV

Practical

- Massage – swedish , Ayurvedic , Aroma, Kelari
- Hand spa
- Leg spa
- Facial Spa- Dry, oily, combination and mature skin

ADVANCE DIPLOMA IN BEAUTY & WELLNESS
Semister IV

Hair, Paper No. XXXV

Practical

- Straight cut, Deep U cut, U cut
- Reverse graduation
- Orange peel clip cut
- Diamond cut
- Layer cut
- Step cut
- Heena Application

ADVANCE DIPLOMA IN BEAUTY & WELLNESS

Semister IV

Mehandi Art, Paper No. XXXVI

Practical

- Basic Mehandi
- Arabian Mehandi
- Dulhan Mehandi
- Mehandi Dye Application

Advanced Diploma in Beauty & Wellness

Structure of the Course Beauty & Wellness

Semester-III

Sr No	Paper No.	Title of Paper	Theory/ Practical	Marks	Distribution of Marks		Credits	
					Theory	Practical	Theory	practical
1	IXX	Health & Salon Management	Theory/ Practical	50	40	10	3	2
2	XX	Personality & Hygiene	Theory/ practical	50	40	10	3	2
3	XXI	Skin structure and treatments	Theory	50	50	---	3	---
4	XXII	Hair and There Treatments	Theory	50	50	---	3	---
5	XXIII	Advance Make up	Theory	50	50	---	3	---
6	XXIV	Communication Skills in English	Theory	50	50	--	3	--
7	XXV	Skin structure and treatments	Practical	50	---	50	---	3
8	XXVI	Hair and their Treatments	Practical	50	---	50	----	3
9	XXVII	Advance Make up	practical	50	---	50	---	2

Advanced Diploma in Beauty & Wellness

Scheme of Teaching: Semester-III Beauty & Wellness

Sr.No.	Paper No.	Title of Paper	Distribution of workload (per week)		
			Theory	practical	Total
1	IXX	Health & Salon Management	4	2	6
2	XX	Personality & Hygiene	4	2	6
3	XXI	Skin structure and treatments	4	---	4
4	XXII	Hair and There Treatments	4	---	4
5	XXIII	Advance Make up	4	---	4
6	XXIV	Communication Skills in English	4	---	4
7	XXV	Skin structure and treatments	---	4	4
8	XXVI	Hair and their Treatments	---	4	4
9	XXVII	Advance Make up	---	4	4
		Total	24	16	40

Advanced Diploma in Beauty & Wellness

Structure of the Course: Semester-IV Beauty & Wellness

Sr No	Paper No.	Title of Paper	Theory/ Practical	Marks	Distribution of Marks		Credits	
					Theory	Practical	Theory	practical
1	XXVIII	Aroma Therapy	Theory/ practical	50	40	10	3	2
2	XXIX	Advance Spa	Theory /practical	50	40	10	3	2
3	XXX	Hair styling and cutting	Theory	50	50	---	3	---
4	XXXI	Mehandi Art	Theory	50	50	---	3	---
5	XXXII	Communication Skills in English- II	Theory	50	50	---	3	---
6	XXXIII	Aroma Therapy	Practical	50	---	50	---	3
7	XXXIV	Introduction to spa	Practical	50	---	50	---	3
8	XXXV	Hair	Practical	50	---	50	---	3
9	XXXVI	Mehandi Art	Practical	50	---	50	---	2

Advanced Diploma in Beauty & Wellness

Scheme of Teaching: Semester-IV Beauty & Wellness

Sr.No.	Paper No.	Title of Paper	Distribution of workload (per week)		
			Theory	practical	Total
1	XXVIII	Aroma Therapy	4	2	6
2	XXIX	Advance Spa	4	2	6
3	XXX	Hair styling and cutting	4	---	4
4	XXXI	Mehandi Art	4	---	4
5	XXXII	Communication Skills in English- II	4	---	4
6	XXXIII	Aroma Therapy	---	4	4
7	XXXIV	Introduction to spa	---	4	4
8	XXXV	Hair	---	4	4
9	XXXVI	Mehandi Art	--	4	4
		Total	20	20	40