GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
DIRECTORATE GENERAL OF TRAINING

COMPETENCY BASED CURRICULUM

COSMETOLOGY

(Duration: One Year)

CRAFTSMEN TRAINING SCHEME (CTS)

NSQF LEVEL: 3.5



SECTOR – BEAUTY & WELLNESS

CENTRALSTAFFTRAININGANDRESEARCHINSTITUTE

Kolkata-700091

COSMETOLOGY

(Non-Engineering Trade)

(Revised in August 2025)

Version: 3.0

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NSQF LEVEL : 3.5

Developed By

CENTRALSTAFFTRAININGANDRESEARCHINSTITUTE

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1. COURSE INFORMATION

During one-year duration of 'Cosmetology' trade, a candidate is trained on Professional Skill, Professional Knowledge and Employability Skill related to job roles. In addition to this, a candidate is entrusted to undertake project work, extracurricular activities and on-the-job training to build up confidence. The broad components covered under Professional Skill subject are as below:

The trainee learns to develop good appearance and behaviour, practices tasks as per industry standard and develops good communication skill. He/she is trained to prepare and maintain work area and maintain health and safety at the workplace; carry out epilation and depilation services; illustrate and explain hair structure & hair growth cycle; carry out manicure and pedicure services. The trainee is able to explain anatomy of nail; differentiate and identify nail disease &nail disorders; carry out facial treatments for common skin problems; illustrate and explain skin structure; carry out hair treatment for common hair problems.

The learner learns to illustrate and explain structure of hair; create basic haircuts using special cutting techniques; demonstrate basic yogic exercises for stamina building and correcting body posture; demonstrate day, evening, party & bridal makeup and explain effects of light on makeup. He/she learns to create traditional hair styles & hair designing with artificial aids and thermal gadgets; demonstrate hair colouring, perming, straightening, rebonding & smoothing. Also, the trainee is able to explain the knowledge of bonds; create bindi, heena & tattoo designing, drape saree in different styles and demonstrate asanas for spine stretching, stress management & common body ailments after completion of this course.

2. TRAINING SYSTEM

2.1 GENERAL

The Directorate General of Training (DGT) under Ministry of Skill Development & Entrepreneurship offers a range of vocational training courses catering to the need of different sectors of economy/ Labour market. The vocational training programmes are delivered under the aegis of Directorate General of Training (DGT). Craftsman Training Scheme (CTS) with variants and Apprenticeship Training Scheme (ATS) are two pioneer schemes of DGT for strengthening vocational training.

Cosmetology trade under CTS is one of the popular courses delivered nationwide through a network of ITIs. The course is of one-year duration. It mainly consists of Domain area and Core area. The Domain area(Trade Theory & Practical) imparts professional skills and knowledge, while the core area (Employability Skill) imparts requisite core skills, knowledge, and life skills. After passing out the training program, the trainee is awarded National Trade Certificate (NTC) by DGTwhich is recognized worldwide.

Candidates broadly need to demonstrate that they are able to:

- Read and interpret technical parameters/documents, plan and organize work processes, identify necessary materials and tools;
- Perform tasks with due consideration to safety rules, accident prevention regulations and environmental protection stipulations;
- Apply professional skill, knowledge & employability skills while performing jobs.
- Document the technical parameters related to the task undertaken.

2.2 PROGRESSION PATHWAYS

- Can join beauty industry as Hair stylist, Nail expert, Beautician, Wedding and event Stylist, Make Up Artist and will progress further as Senior Beautician, Supervisor and can rise to the level of Manager.
- Can become Entrepreneur in the related field.
- Can join Apprenticeship programs in different types of industries leading to a National Apprenticeship certificate (NAC).
- Can join Crafts Instructor Training Scheme (CITS) in the trade for becoming instructor in ITIs.
- Can join Advanced Diploma (Vocational) courses under DGT as applicable.

2.3 COURSE STRUCTURE

Table below depicts the distribution of training hours across various course elements during a period of one year: -

S No.	Course Element	Notional Training Hours
1	Professional Skill (Trade Practical)	840
2	Professional Knowledge (Trade Theory)	240
3	Employability Skills	120
Total		**1200**
On the Job Training (OJT)/ Group Project *		150
Optional Courses**		240
Grand Total		**1590**

** The trainee has to undergo 150 hours of mandatory OJT (On the Job Training) at nearby industry or wherever industry not available then group project has to be done with the supervision of the trade instructor for every year.*

*** Trainees of one-year or two-year trade can also opt for optional courses of up to 240 hours in each year for obtaining 10th/ 12th class certificate from NIOS along with ITI certification, or, short term courses for extra skills/knowledge.*

2.4 ASSESSMENT & CERTIFICATION

The trainee will be tested for his/her skill, knowledge and attitude during the period of course through formative assessment and at the end of the training programme through summative assessment as notified by the DGT from time to time.

a) The **Continuous Assessment** (Internal) during the period of training will be done by **Formative Assessment Method** by testing for assessment criteria listed against learning outcomes. The training institute has to maintain an individual trainee portfolio as detailed in assessment guideline. The marks of internal assessment will be as per the formative assessment template provided on www.cstaricalcutta.gov.in or www.bharatskills.gov.in

b) The final assessment will be in the form of summative assessment. The All-India Trade Test for awarding NTC will be conducted by **DGT** as per the guidelines. The pattern and marking structure is being notified by DGT from time to time. **The learning outcome and assessment criteria will be the basis for setting question papers for final assessment. The examiner during**

final examination will also check the individual trainee's profile as detailed in assessment guideline before giving marks for practical examination.

2.4.1 PASS REGULATION

For the purposes of determining the overall result, weightage of 100% is applied for six months and one-year duration courses and 50% weightage is applied to each examination for two years courses.The minimum pass percentage for Trade Practical and Formative assessment are 60% & for all other subjects is 33%.

2.4.2 ASSESSMENT GUIDELINE

Appropriate arrangements should be made to ensure that there will be no artificial barriers to assessment. The nature of special needs should be taken into account whileundertaking the assessment. Due consideration should be given while assessing for teamwork, avoidance/reduction of scrap/wastage and disposal of scrap/waste as per procedure, behavioral attitude, sensitivity to the environment and regularity in training. The sensitivity towards Occupational Safety, Health and Environment (OSHE) and self-learning attitude are to be considered while assessing competency.

Assessment will be evidence based comprising some of the following:

- Job carried out in labs/workshop
- Record book/ daily diary
- Answer sheet of assessment
- Viva-voce
- Progress chart
- Attendance and punctuality
- Assignment
- Project work
- Computer based multiple choice question examination
- Practical Examination

Evidences and records of internal (Formative) assessments are to be preserved until forthcoming examination for audit and verification by examining body. The following marking pattern to be adopted for formative assessment:

Marks Allotted during Assessment	Performance Level	Evidence
Marks between 60% to 75%	For performance in this grade, the candidate should produce work which demonstrates attainment of an acceptable	• Demonstration of good skills and accuracy in the field of work/ assignments. • A fairly good level of

	standard of craftsmanship with occasional guidance, and due regard for safety procedures and practices	neatness and consistency to accomplish job activities. • Occasional support in completing the task/ job.
Marks above 75% to 90%	For this grade, a candidate should produce work which demonstrates attainment of a reasonable standard of craftsmanship, with little guidance, and regard for safety procedures and practices	• Good skill levels and accuracy in the field of work/ assignments. • A good level of neatness and consistency to accomplish job activities. • Little support in completing the task/job.
Marks Above 90%	For performance in this grade, the candidate, with minimal or no support in organization and execution and with due regard for safety procedures and practices, has produced work which demonstrates attainment of a high standard of craftsmanship.	• High skill levels and accuracy in the field of work/ assignments. • A high level of neatness and consistency to accomplish job activities. • Minimal or no support in completing the task/ job.

3. JOB ROLE

Brief Description of Job Roles:

Skin Care Specialist; provides skin care treatments to face and body to enhance an individual's appearance. Advises clients about colors and types of make-up and instruct them in make-up application techniques. Applies chemical peels in order to reduce fine lines and age spots. Cleanses clients' skin with water, creams and/or lotions. Demonstrates how to clean and care for skin properly and recommend skin-care regimens. Determines which products or colors will improve clients' skin quality and appearance. Examines clients' skin, using magnifying lamps or visors when necessary, in order to evaluate skin condition and appearance. Keeps records of client needs and preferences, and the services provided. Performs simple extractions to remove blackheads. Removes body and facial hair by applying wax. Selects and applies cosmetic products such as creams, lotions, and tonics.

Beautician; gives various forms of beauty treatment to clients. Examines clients' skin and suggests suitable treatment. Applies lotions, creams and packs to stimulate circulation, lubricate tissues and remove wrinkles and lines. Massages face, neck, arms, legs or other parts of body and gives treatment for superficial skin blemishes. Removes superfluous hair by wax treatment or other method. Shapes, colors and otherwise treats eyebrows and eyelashes and applies cosmetics and advises on suitable make-up. May cut, comb and wave hair according to clients' instructions or according to particular style, tint or dye hair, and give scalp treatment. May clean, shape and polish fingernails.

Assistant Beautician; needs to be aware of the basics of beauty therapy, health and hygiene, safety and needs to be knowledgeable about various beauty products. Assistant Beautician is expected to perform basic epilation, manicure, pedicure and basic face care services and also assist the beautician in providing advanced services. The person also assists in salon ambience maintenance and also does various other odd jobs in the salon including sell salon retail products after obtaining knowledge on them.

Beauticians and Related Workers, Others; Hairdressers, Barbers, Beauticians and Related Workers, other include all other hairdressers, barbers, beauticians and related workers not elsewhere classified.

Pedicurist and Manicurist; needs to be aware of the basics of pedicure and manicure, health and safety, hygiene and needs to be knowledgeable about various beauty products. The role-holder is expected to independently provide services of pedicure and manicure while performing some other assisting services.

Hairdresser (Ladies); cuts, washes, dyes and waves hair and performs other personal services incidental to hair dressing of women. Covers clothing of clients with towel or apron to avoid sticking of cut hair. Cuts hair according to instructions of client or according to a particular style using clippers, scissors, razors and combs. Washes, rinses and dries hair, using shampoos and solutions as necessary and bleaches, dyes or tints hair. Waves hair by wrapping it with round

curlers, adding wave solutions and performing other tasks to obtain required effect. Sets hair in desired style by combing. May clean, shape and polish fingernails. May give scalp treatment to clients.

Hair Stylist; specializes in dressing hair according to latest style, period, or character portrayal, following instructions of patron MAKE-UP ARTIST, or script: Questions patron or reads instructions of MAKE-UP ARTIST or script to determine hairdressing requirements. Studies facial features of patron or performing artist and arranges, shapes, and trims hair to achieve desired effect, using fingers, combs, barber scissors, hair-waving solutions, hairpins, and other accessories. Dyes, tints, bleaches, or curls or waves hair as required. May create new style especially for patron. May clean and style wigs. May style hairpieces.

Reference NCO-2015:

a) 5142.0300 – Skin Care Specialist
b) 5142.0100 – Beautician
c) 5142.0101–Assistant Beautician
d) 5142.9900 – Beauticians and Related Workers, Others
e) 5142.0201 – Pedicurist and Manicurist
f) 5141.0100– Hairdresser (Ladies)
g) 5141.0200 – Hair Stylist

Reference NOS:

i) BWS/N9429
ii) BWS/N9430
iii) BWS/N9431
iv) BWS/N9405
v) BWS/N9404
vi) BWS/N9408
vii) BWS/N9407
viii) BWS/N9411
ix) BWS/N9432
x) BWS/N9409
xi) BWS/N9433
xii) BWS/N9434

4. GENERAL INFORMATION

Name of the Trade	**COSMETOLOGY**
Trade Code	DGT/1023
NCO - 2015	5142.0300, 5142.0100, 5142.0101, 5142.9900, 5142.0201, 5141.0100, 5141.0200.
NOS Covered	BWS/N9429, BWS/N9430, BWS/N9431, BWS/N9405, BWS/N9404, BWS/N9408, BWS/N9407, BWS/N9411, BWS/N9432, BWS/N9409, BWS/N9433, BWS/N9434
NSQF Level	Level:3.5
Duration of the Trade	One Years
Entry Qualification	Passed 10th class examination
Minimum Age	14 years as on first day of academic session.
Eligibility for PwD	LD, CP, LC, DW, AA, HH, DEAF, OH (LL)
Unit Strength (No. of Student)	24 (There is no separate provision of supernumerary seats)
Space Norms	70 Sq. m
Power Norms	6 KW
Instructors Qualification for:	
(i) Cosmetology Trade	B.Voc/Degree in Cosmetology/ Hair & Skin Care/ Beautician Courses from recognized Board / University with **one year of teaching or industry experience** in Cosmetology/ Hair & Skin Care/ Beautician field. **OR** Diploma (Minimum 2 years) in Cosmetology/ Hair & Skin Care/ Beautician courses from recognized board of education with **two years of teaching or industry experience** in Cosmetology/ Hair & Skin Care/ Beautician field. **OR** NTC/NAC passed in the trade of Cosmetology/ Hair & Skin Care/ Beautician with **three years of teaching or industry experience** in Cosmetology/ Hair & Skin Care/ Beautician field. **Essential Qualification:** Relevant Regular/ RPL variants of National Craft Instructor Certificate (NCIC) in Cosmetology under DGT. **Note: - Out of two Instructors required for the unit of 2 (1+1), one must have Diploma, and other must have NTC/NAC qualifications.**
(ii) Employability Skill	MBA/ BBA / Any Graduate/ Diploma in any discipline with **Two years' of teaching or industry experience with short term ToT**

	Course in Employability Skills conducted by DGT institutions. (Must have studied English/ Communication Skills and Basic Computer at 12th / Diploma level and above) **OR** Existing Social Studies Instructors in ITIs with short term ToT Course in Employability Skills conducted by DGT institutions.
(iii) Minimum Age for Instructor	21 Years
List of Tools and Equipment	As per Annexure – I

5. LEARNING OUTCOME

Learning outcomes are a reflection of total competencies of a trainee and assessment will be carried out as per the assessment criteria.

5.1 LEARNING OUTCOME:

Sl. No.	NOS CODE	Learning Outcome	Duration		
			Practical	Theory	Total
1.	BWS/N9429	Develop good appearance and behaviour, practice tasks as per industry standard and express good communication skill following safety precautions.	30	15	45
2.	BWS/N9430	Prepare and maintain work area and maintain health and safety at the workplace.	30	15	45
3.	BWS/N9431	Perform epilation and depilation services.	90	30	120
4.	BWS/N9405	Perform manicure, and pedicure services. Explain anatomy of nail. Differentiate and identify nail disease nail disorders and Nail art Services.	75	15	90
5.	BWS/N9404	Perform facial treatments for common skin problems.	95	25	120
6.	BWS/N9408	Perform hair treatment and common hair problems of scalp.	75	15	90
7.	BWS/N9407	Create basic haircuts using special cutting techniques.	85	20	105
8.	BWS/N9411	Demonstrate basic yogic exercises for stamina building and correcting body posture.	35	10	45
9.	BWS/N9432	Demonstrate day, evening/ party & bridal makeup.	100	20	120
10.	BWS/N9409	Create hair styles & hair designing with using artificial aids and thermal gadgets.	95	25	120
11.	BWS/N9433	Demonstrate hair colouring, Keratin, straightening, re-bonding & smoothening.	100	35	135
12.	BWS/N9434	Create bindi, heena & temporary tattoo designing, drape saree in different styles.	30	15	45
		Employability Skills		**120**	**120**
		Total	**840**	**360**	**1200**

6. ASSESSMENT CRITERIA

LEARNING OUTCOMES	ASSESSMENT CRITERIA
1. Develop good appearance and behaviour, practice tasks as per industry standard and express good communication skill following safety precautions. (NOS: BWS/N9429)	• Read and interpret information accurately. • Use gestures or simple words to communicate where language barriers exist. • Display positive body language. • Display courteous and helpful behavior at all times. • Speak and understand Basic English. • Use of different types of communication techniques. • Maintain good health and personal hygiene • Comply with high standards of grooming and personal behavior.
2. Prepare and maintain work area and maintain health and safety at the workplace. (NOS: BWS/N9430)	• Select suitable material and equipment for salon cleaning • Place all the material in the trolley and set up it as per requirement. • Carry out appropriate sterilizer and disinfection for tools and place the sterilized and disinfectant tools on a disinfected tray as per standard operating process. • Dispose waste material safely & correctly • Follow manufacturer's instructions when mixing and using chemicals. • Check and clean equipments according to salon procedure. • Identify different types of sterilizing and disinfecting equipments / products available & their correct usage. • Check necessary environmental condition for the treatment including (heating, lighting, ventilation & comfort).
3. Perform epilation and depilation services. (NOS: BWS/N9431)	• Carry out the process using the tools & material (Hot wax, cold wax, strips etc.) • Check the client expectation prior and clarify doubts, if any. • Prepare the client for hair removal • Apply the correct pre wax product prior to waxing. • Apply the wax and remove correctly based on manufacture instructions. • Stop the waxing treatment and providing relevant advice if contra action occurs. • Check if the hair removal method is carried out at comfortable distance from the client, maintaining the correct tension of the thread. • Providing clear instructions to the client on how & when to support their skin throughout the threading service. • Creating a well-balanced, proportioned and defined eye brow

	shape to suit the client's requirement. • Discontinuing the service & providing advice and recommendation when contra action occurs. • Check if allergy test is done before starting the bleaching service. • Monitor for contra-actions related to treatment & follow preventive measures. • Clean the treated area and use suitable soothing product. • Provide specific after process advice to the client.
4. Perform manicure, and pedicure services. Explain anatomy of nail. Differentiate and identify nail disease nail disorders and Nail art Services. (NOS: BWS/N9405)	• Prepare the client & trolley for service. • Analyze the hand & feet, fill the record card. • Select right products/ materials and arrange the trolley. • Identify basic hand tools (Nail file, cuticle cleaner and buffer, Nail cutter, nail cleaner) and their use. • Adjust the positioning of the client to ensure easy process and minimal injury. • Clean and dry the hand/ feet of client as a part of preparation. • Apply cuticle softener product during the cuticle cutting process and ensure no damage to the cuticle and nail plate. • Remove any excessive hard skin using foot scrape among without discomfort to the client. • Use massage technique according to clients need. • Apply suitable base coat /nail polish & topcoat relevant to the clients need. • Clean the treated area and use suitable soothing product. • Provide specific after process advice to the client.
5. Perform facial treatments for common skin problems. (NOS: BWS/N9404)	• Identity the equipment, material & tools used in facial. • Make the importance of client comfort and modesty. • Analyze the Skin and fill the record card. • Prepare the client & trolley for service. • Cleanse & exfoliate the skin. • Appropriate massage movements and pressure to suit the client's skin. • Demonstrate correct method of application and removal of the specific mask. • Select after care products and apply correctly. • Workstation clean and tidy in completion of treatment.
6. Perform hair treatment and common hair problems of scalp. (NOS: BWS/N408)	• Identify different types of hair, • Comply with health and safety standard and process laid out by manufacturer. • Analyze the hair and scalp.

	• Prepare the client and trolley for service • Use hair oil on scalp and give the massage movement. • After completion of the massage, steam the scalp for 5 to 10 min. • Use of shampoo according to the hair. • Use conditioning products to needs of the client hair. • Monitor time and development of the conditioning product. • Remove conditioning product and excess water from the hair. • Clean the treated area and use suitable soothing product. • Provide specific after process advice to the client.
7. Create basic haircuts using special cutting techniques. (NOS: BWS/N9407)	• Carry out client consultation procedure. • Identify tools and equipment and their use. • Carry out hair analysis and check hair density, texture and growth. • Prepare the client and trolley for hair cutting. • Use tools & equipment effectively to achieve the required result. • Select suitable equipment and material such as (Hair brushes, dryer etc.) required for the service. • Carry out sectioning for blow drying. • Make out each section of hair, starting at the bottom, work upward, using the angles of cuts to achieve desired effects. • Check the client on satisfaction with the finish result. • Provide specific after process advice to the client
8. Demonstrate basic yogic exercises for stamina building and correcting body posture. (NOS: BWS/N9411)	• Ensure health condition is fit for practicing yoga. • Follow specific sequence. • Wear clean & loose clothes while performing yoga. • Proceed slowly and carefully. • Avoid force or strain. • Relax briefly between each practice. • Yoga must be practiced on suitable yoga mats. • Remove spectacles, watches or any jewelry. • Always breathe through the nose both in & out, unless specified otherwise. • Avoid practice any yoga technique under the influence of alcohol or mind-altering drugs. • Check awareness.
9. Demonstrate day, evening/ party & bridal makeup. (NOS: BWS/N9432)	• Consult with the client during the makeup service to confirm the desired look. • Carry out process using the tools and equipment. • Identify facial shapes and choose to make up products

	according to clients' needs. • Prepare the client including cleansing, skin analysis, toning and moisturizing. • Perform makeup procedures with use of optical illusion. • Provide specific after care advice.
10. Create hair styles & hair designing with using artificial aids and thermal gadgets. (NOS: BWS/N9409)	• Carry out client consultation • Identify the styling tools & equipment and products that are safe and fit for purpose. • Analyze the hair for performing the styling. • Select the hair style according to the client (check hair length, facial shape, Density, texture) to fulfill the desired needs. • Perform the procedure of selected hair style. • Check the client on satisfaction with the finish result. • Provide specific after process advice to the client.
11. Demonstrate hair coloring, Keratin, straightening, re-bonding & smoothening. (NOS: BWS/N9433)	• Carry out client consultation • Assemble the trolley and prepare the client for hair colouring. • Perform hair and Scalp analysis and fill the record card. • Identify the styling tools & equipment and products that are safe and fit for purpose. • Mix the ingredient in mentioned ratio and place for ease of use by the stylist. • Start applying mixture according to sectioning pattern. • Regular monitor and time the development of hair colouring, straightening, re-bonding & smoothing. • Rinse the colouring product and apply conditioner according to hair. • Cleanse the hair for deep cleansing. • Choose the sectioning pattern according to the desired look. • Start colouring process (sectioning, and application). • Rinse the colour from hair and apply conditioner to nourish the hair. • After the deep cleansing, dry hair and straighten it with straightening iron. • Start applying the Straightening/Smoothing cream. • Leave the hair according to manufacture instruction and rinse off. • Rinse the cream from hair and apply neutralize to rebuild bonds. • Start applying hair mask and serum to control the damage. • Check the client on satisfaction with the finish result. • Provide specific after process advice to the client. • Clean and sterilize all tools & equipment before use.

12. Create bindi, heena& temporary tattoo designing, drape saree in different styles. (NOS: BWS/N9434)	• Consult the client for service. • Check if the treatment area is clean. • Check if all the material is set up in the trolley as per requirement. • Check if tools are sterilized or disinfected. • Check if the is drape as per her comfort • Check if the designs are symmetrical or not.

7. TRADE SYLLABUS

SYLLABUS FOR COSMETOLOGY TRADE			
DURATION: ONE YEAR			
Duration	**Reference Learning Outcome**	**Professional Skills (Trade Practical)**	**Professional Knowledge (Trade Theory)**
Professional Skill 30 Hrs Professional Knowledge 15 Hrs	1. Develop good appearance and behavior, practice tasks as per industry standard and express good communication skill following safety precautions.	1. Personal grooming. 2. Consulting and handling the client. 3. Working on improving poise. 4. Product inventory 5. Familiarize with first aid kit.	**Personality Development** • Hygiene rules • Basic of good grooming • Posture • Wardrobe planning • Motivation • Cosmetology as a career • first aid kit **Interactive Skills** • Professional ethics • Client consultation • Telephone etiquettes • Voice Modulation
Professional Skill 30 Hrs Professional Knowledge 15 Hrs	2. Prepare and maintain work area and maintain health and safety at the workplace.	6. Set up Trolley. 7. Use of different sterilizing gadgets. 8. Practice in disinfection procedures.	**Sterilization and Sanitization** • Purpose • Definition • Methods • Procedure • Saloon hygiene • Safety precautions • Covid 19 awareness Knowledge
Professional Skill 90 Hrs Professional Knowledge 30 Hrs	3. Perform epilation and depilation services.	9. Set up Trolley. 10. Consulting and handling the client. 11. Client draping 12. Allergy test procedure. 13. Demonstration Practice in waxing (arm, leg, full body and face waxing) - hot, cold & Liposoluble, Brazilian / beans wax. 14. Sterilization and sanitation.	**Temporary removal of Superfluous hair** • Hair growth cycle • Purpose of removing superfluous hair. • Definition and Methods of Epilation and Depilation • Product Knowledge • Allergy test • Client consultation • Procedure • Contra-actions • Contra-indications • Safety precautions

		15. Practice of waxing, Threading &Tweezing. 16. Epilation and de epilation the eye brows 17. Bleaching procedure.	**Threading, Tweezing and Bleaching** • Purpose • Definition • Types and methods • Client consultation • Product knowledge • Patch test • Sterilization and Sanitation • Procedure • Contra-actions • Contra-indications • Safety precautions • After care/Home care
Professional Skill 75 Hrs Professional Knowledge 15 Hrs	4. Perform manicure, and pedicure services. Explain anatomy of nail. Differentiate and identify nail disease nail disorders and Nail art Services	18. Set up Trolley. 19. Consulting and handling the client. 20. Draping of client. 21. Filling of record card. 22. Use of tools & equipment. 23. Bleaching procedure. 24. Practice of Massage:- • Hands • Arms • Legs 25. Practice in different types of basic nail shapes. 26. Practice in different types of manicure & pedicures. • Basic Manicure • Hot oil Manicure • Electric Manicure • Paraffin Wax treatment 27. Sterilization & Sanitation **Nail Art:-** • Trolley set up • Tools knowledge • Product knowledge • Basic nail art techniques: Various Techniques of Nail Art ➢ Free hand ➢ Nail Tips/ Artificial	**Manicure and Pedicure** • Anatomy of Nail • Classification and identification of nail diseases and disorders • Purpose of manicure and pedicure • Nail Shape Knowledge • Definition and Types of Manicure • Tools, Equipment's & product knowledge • Client consultation • Procedure • Sterilization & Sanitation • Contra-actions • Contra-indications • Safety precautions **Nail Art -** • Precaution after Care, home care • Related product Knowledge

		Nail ➢ Crystal Manicure and pedicure.	
Professional Skill 95 Hrs Professional Knowledge 25 Hrs	5. Perform facial treatments for common skin problems.	28. Arrangement of facial room (Set up Trolley/ bed) 29. Consulting and handling the client & hominization. 30. Filling of record card. 31. Client draping. 32. Skin analysis: - • Naked eyes • Magnifying glass 33. Practice of massage techniques. 34. Cleaning procedure. 35. Practice in facial with the help of different equipment's: - • Magnifying lamp • Vapozone • High Frequency • Brushing Unit • Galvanic • Ultrasonic • Hydra Facial Skin warming techniques • Vapozone • Hot compress with cotton • Hot towel technique 36. Application of different types of packs & masks according to skin type.	**Facials** • Anatomy of Skin:- • Skin structure • Functions of skin • PH Factor • Types of skin • Classification & identification of common skin problems: - ➢ Acne ➢ Blackheads(Comedone) ➢ Whitehead(Milia) ➢ Pigmentation ➢ Aging Skin ➢ Sensitive Skin ➢ Disorders of sweatglands ➢ Disorders of oil glands • Introduction of Massage • Types and benefits of massage • Client consultation **<u>Skin analysis</u>** • Tools, equipment& product knowledge • Basic and deep cleansing • Procedure • Contra-actions • Contra-indications • Safety precautions
Professional Skill 75 Hrs Professional Knowledge 15 Hrs	6. Perform hair treatment and common hair problems of scalp	37. Hair room Management 38. Set up Trolley. 39. Consulting and handling the client. 40. Client Draping. 41. Scalp analysis. 42. Procedure of head massage. 43. Procedure of shampooing. 44. Procedure of conditioning & deep conditioning.	Structure of hair and Chemical composition, division of hair, technical terms of body hair • Hair growth cycle • Types of hair • PH Factor • Hair texture, density, Elasticity & porosity Head Massage, Shampooing,

			Conditioning & Deep-conditioning • Purpose • Product knowledge • Benefits • Precautions
		45. Practice in using gadgets:- • High frequency • Infra red lamp • Scalp steamer 46. Sterilization& Sanitation. 47. Safety precaution for Electric Machines 48. After care.	**Common hair problems:-** • Dandruff • Hair falling& alopecia • Split ends • Pediculosis • Grey hair • Dry & Chemically damage Hair
Professional Skill 85 Hrs Professional Knowledge 20 Hrs	7. Create basic haircuts using special cutting techniques.	49. Set up Trolley. 50. Sterilization & Sanitation. 51. Consulting and handling the client. 52. Hair & Scalp analysis 53. Client Draping 54. Practice of holding scissors and comb together. 55. Practice in different types of cuts: - • One-length cut • Diagonal cut • Graduated cut • Layering 56. Special cutting techniques as— • Precision hair cutting. • Notching • Elevation. 57. Practice of different techniques for blow drying.	**Hair Cutting &Blow-dry** • Facial shapes Knowledge • Sectioning • Elevation/Angles • Length & perimeter • Basics of Blow dry • Tools knowledge • Hair cutting techniques • Safety precautions •
Professional Skill 35 Hrs Professional Knowledge 10 Hrs	8. Demonstrate basic yogic exercises for stamina building and correcting body posture.	58. Stamina building exercises. 59. Deep breathing exercises.	**<u>Yoga and its Components</u>** • Purpose • Definition • Benefits • Precautions • Yogic diet • Yoga Ashana
		60. Practice Suksham Vayayam. 61. Practice Surya Namaskar. 62. Practice doing Meditation.	**<u>Yogic Suksham Vayayam</u>** • Benefits • Precautions

		63. Practice padmasan, vrajrasan, bhujangasan, gomukhasan, pashmochtanasan, tarasan, trikonasan, vriksasan, bhujangasan, chakrasan, sabasan.	**Surya Namaskar** • Procedure • Benefits **MEDITATION** • Definition • Procedure • Benefits • Safety Precautions
Professional Skill 100 Hrs Professional Knowledge 20 Hrs	9. Demonstrate day, evening/ party & bridal makeup	64. Prepared work area. 65. Set up Trolley. 66. Consulting and handling the client. 67. Client Draping. 68. Skin analysis. 69. Selection of cosmetics & implements. 70. CTM procedure. 71. different types of make-up • Day makeup and evening makeup, glamour makeup • Make up for special occasion • Bridal make up 72. Corrective make-up forcheeks, nose, lips, jawseyes and eyebrows. 73. Sterilization & Sanitation. 74. Make up removal 75. Maintain Clean work station before, after and during the procedure. 76. Tools Cleaning Procedure	**Make-up** • Makeup history, types of facial shapes, facial harmony and skin coloration. • Purpose • Effects of Light on makeup • contraindications • Color theory. • Basic facial shapes knowledge • Product knowledge • Tools knowledge • Procedure of CTM • Types of make-up • Day makeup • Evening and Party Make up and Make up for special occasion, glamour makeup • Types of Bridal Make up • Basic corrective make-up for: - ➢ Cheeks ➢ Nose ➢ Lips ➢ Jaws ➢ Eyes ➢ Eyebrows • Contraindication • Safety precautions
Professional Skill 95 Hrs Professional	10. Create hair styles & hair designing with using artificial aids	77. Set up Trolley. 78. Consulting and handling the client. 79. Scalp and Hair analysis.	**Hair Styling** ➢ Knowledge of Facial Shapes. ➢ Purpose

Knowledge 25 Hrs	and thermal gadgets.	80. Selection of Styling products &Equipment. 81. Practice in different types of Traditional hair styling Techniques: - • Rolls • Braids • Interlocks • Twisting styles 82. Practice in different techniques of Thermal hair styling: - • Blow drying • Hot rollers. • Ironing • Crimping • Tongs 83. Wet Hair Styling • Roller setting • Pin Curls 84. Artificial Aids - • Practice of latest and modern/ Retro hair style. • Sterilization & Sanitation.	➢ Client Consultation ➢ Types of hairstyling ❖ Traditional Hair Styling ❖ Thermal styling • Blow drying • Ironing • Crimping • Tongs ❖ Wet Hair Styling • Roller setting • Pin Curls ➢ Artificial Aids ➢ Cleaning & maintaining of artificial aids ➢ Safety precaution
Professional Skill 100 Hrs Professional Knowledge 35 Hrs	11.Demonstrate hair coloring, Keratin, straightening, re-bonding & smoothening.	85. Set up Trolley. 86. Consulting and handling the client. 87. Scalp and hair analysis. 88. Selection of Color. 89. Allergy test procedure. 90. Practice in different types of hair coloring techniques • Root Touch up • Global color • High lightening 91. Practice latest techniques of High lightening:- • Frosting • Crunching • Weaving • Slicing 92. Care afterwards/After care. 93. Sterilization& Sanitation	**Hair Coloring** • Science of color • colour wheel • Classification of hair color ➢ Temporary ➢ Semi-permanent ➢ Permanent • Types of hair color ➢ Chemical ➢ Vegetable • Techniques ➢ Global color ➢ High lightening • Numbering system • Product Knowledge • Allergy Test procedure • Contra-actions • Contra-indications • Safety precautions
		94. Client draping. 95. Set up Trolley.	**Straightening/ Rebonding / Smoothening**

		96. Consulting and handling the client. 97. Scalp & Hair analysis 98. Selection of product & equipment 99. Strand test procedure. 100. Procedures& precautions. 101. Perform Keratin/kerasmooth treatment. 102. Perform botox treatment.	• Definition • Knowledge of Hair Structure • Knowledge of Bonds • Consult with client • Scalp and hair analysis • Product knowledge • Strand test knowledge &procedure • Step by step procedure of Straightening/Rebonding / Smoothening /Keratin • Contra-actions • Contra-indications • Safety precautions • Aftercare/Homecare • Keratin & botox
Professional Skill 30 Hrs.; Professional Knowledge 15 Hrs	12. Create bindi, heena & temporary tattoo designing, drape saree in different styles.	103. Indian traditional beauty concepts. • Henna designing • Temporary Tattoo making. • Saree draping • Create bindi according to facial harmony / culture.	**<u>Indian traditional beauty concepts</u>** Safety precautions related to practical topics • Contra-actions • Contra-indications • Bindi according to facial harmony / culture
Project Work/Industrial Visit			

SYLLABUS FOR CORE SKILLS
1. Employability Skills (Common for all CTS trades) (120 Hrs.)

Learning outcomes, assessment criteria, syllabus and Tool List of Employability Skills is provided separately in www.cstaricalcutta.gov.in / www.bharatskills.gov.in / www.dgt.gov.in.

ANNEXURE-I

LIST OF TOOLS & EQUIPMENT			
COSMETOLOGY(For batch of 24 Candidates)			
S No.	**Name of the Tools and Equipment**	**Specification**	**Quantity**
A: TRAINEES TOOL KIT(Consumables)			
1.	Tail comb		24Nos.
2.	Afro/Style Comb		24 Nos.
3.	Open teeth tail comb		24 Nos.
4.	Small and Large		24 Nos.
5.	Facial Band		24 Nos.
6.	Spray bottle		24 Nos.
7.	Nail art tools		24 Nos.
8.	Towel (Large & Medium)		24 Nos.
9.	Napkin/ Disposable Towel/Tissue		24 Nos.
10.	Hair Accessories		As required
11.	Make-up Brush set	27 in one	24 Nos.
12.	Pack & Bleach Brush		24 Nos.
13.	Hair cutting Scissors		24 Nos.
14.	Wax applicator		24 Nos.
15.	Black Head Remover		24 Nos.
16.	Braid/ Hair Extension		24 Nos.
17.	Bob Pins		As required
18.	Juda Pins		As required
19.	Setting clips	Different Sizes	24 Sets
20.	Lab Coat/ Apron		24 Nos.
21.	Manicure Set		24 Nos.
22.	Pedicure Set		24 Nos.
23.	Cutting Sheet		24 Nos.
24.	Paddle Brush		24 Nos.
25.	Dusting Brush		24 Nos.
26.	Dye Brush		24 Nos.
27.	Black head remover		24 Nos.
B. TOOLS & EQUIPMENT			
Hair			
28.	Barber Scissors		12 No.
29.	Thinning Scissors		12 No.
30.	Plastic/wooden Rollers	Large, medium, & small	12 dz.each
31.	Nail art tools		24 Sets
32.	Dye Brush		12 Nos.

33.	Back View Mirror		12 Nos.
34.	Nail art brushes		24 Sets
35.	First Aid Kit		02 Nos.
36.	Professional Hairbrushes set		12 set
37.	Scalp steamer		04 Nos.
38.	Hot Rollers		04 Nos.
39.	Dummy head on stand		24 Nos.
40.	Dryer with Diffuser		12 Nos.
41.	Crimper		12 Nos.
42.	Mirror Panel	6'x2'	02 Nos.
43.	Styling Chair (multipurpose for hair & beauty services)		12 Nos.
44.	Shampoo Station with chair		02 Nos.
45.	Hair Trolley		12 Nos.
46.	Straightening Iron		12 Nos.
47.	Curling Rods /Tongs		12
48.	Re-bonding Boards		06 sets
49.	Hood Dryer		02 Nos.
50.	Salon Chairs		12 Nos
51.	Mirror Counter	With Light system	12 Nos.
Skin			
52.	Magnifying lamp		02 Nos.
53.	Vapozone		02 Nos.
54.	Beauty Studio	(Ultrasonic/Galvanic/High Frequency, Brushing unit,	02 Nos.
55.	High frequency		02 Nos.
56.	Infra red Lamp		04 Nos.
57.	Facial tray	Plastic	24 Nos.
58.	Wax heater		12 Nos.
59.	Beauty Trolleys		12 Nos.
60.	Facial Bed		06 Nos.
61.	Manicure Bowls		24 Nos
62.	Pedi spa tub		06 Nos
63.	Manicure stools		12 Nos.
64.	Manicure table		06 Nos.
65.	Pedi stool/ Chowkie		06 Nos.
66.	Manicure Trolley		06 Nos.
67.	Hydra Facial Machine		2 Nos
68.	Brushing Unit		2 Nos
69.	Paraffin wax heater		2 Nos
Lab			
70.	Dry Sterilizer	(Ultra Violet)	02 Nos.

71.	Boiler/ Geyser		04 Nos.
72.	Electric Manicure Kit		02 Nos.
73.	Galvanic		02 Nos.
74.	Ultra Sonic		02 Nos.
75.	Front wash Basin		04 Nos.
76.	Curtain/Blinds for Lab		As required
77.	Blanket		02 Nos.
78.	Hot towel cabinet		02 Nos.
79.	Desktop Computer	Latest versionset with UPS	02Nos.
80.	Computer Table		02 Nos.
81.	Heat Convector/Blower		02 Nos.
82.	Air conditioner split 1.5T		04 Nos.
83.	Student Lockers		03 Nos. (8 in 1)
84.	Refrigerator		1 No.
85.	Almirah		As required
86.	Teacher's Chair and table set		1 set
87.	Printer	Latest version	1 No.
88.	Wet Sterilizer		02 Nos.
C. FURNITURE			
Theory Room Furniture			
89.	Student's chair with flap		24 Nos.
90.	Teacher's Table and chair set		01 No.
91.	Interactive board/lcd projector		01 No.
92.	Desktop Computer	with UPS	01 No.
93.	Computer Table		01 No.
94.	White Magnetic Board		01 No.
Yoga Lab.			
95.	Yoga Mat		25 (24+1) Nos.
96.	Teacher's Chair		01 No.
97.	Teacher's Table		01 No.
98.	Air conditioner		As required

Note: -

1. *All the tools and equipment are to be procured as per BIS specification.*
2. *Internet facility is desired to be provided in the classroom.*
3. *All Plastic items and sl no 39(Dummy head) treated as consumable after 2 years*
4. *Raw material must be provided as per the relevant practical unit (should be as per requirement)*

ANNEXURE-II

The DGT sincerely acknowledges contributions of the Industries, State Directorates, Trade Experts, Domain Experts, trainers of ITIs, NSTIs, faculties from universities and all others who contributed in revising the curriculum.

Special acknowledgement is extended by DGT to the following expert members who had contributed immensely in this curriculum.

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ANNEXURE-III

ABBREVIATIONS	
CTS	Craftsmen Training Scheme
ATS	Apprenticeship Training Scheme
CITS	Craft Instructor Training Scheme
DGT	Directorate General of Training
MSDE	Ministry of Skill Development and Entrepreneurship
NTC	National Trade Certificate
NAC	National Apprenticeship Certificate
NCIC	National Craft Instructor Certificate
LD	Locomotor Disability
CP	Cerebral Palsy
MD	Multiple Disabilities
LV	Low Vision
HH	Hard of Hearing
ID	Intellectual Disabilities
LC	Leprosy Cured
SLD	Specific Learning Disabilities
DW	Dwarfism
MI	Mental Illness
AA	Acid Attack
PwD	Person with disabilities


कौशलं बलम्