



# ADVANCED EDUCATION

## CATALOG

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Approved and Regulated by the Colorado Department of Higher Education,

Private Occupational School Board

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## Introduction

DollFace Advanced Education aims to transform students into highly skilled professionals in their craft. The comprehensive permanent cosmetic program offers hands on, thorough training with support after graduation. All advanced classes provide the knowledge, skills, and hands on training to incorporate the new modalities seamlessly into practice. Our goal is to fully prepare and give each student confidence to safely perform all procedures upon graduation from the program. Colorado State approved advanced education and career advancement is our specialty.

DollFace Advanced Education is owned and operated by Marie Ingle.

## Faculty

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Marie Ingle, Owner, and Instructor

Lisa El-Jamal, Instructor

Jenean Rawson, Instructor

## Certificate/Courses Offered

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### ***Permanent Cosmetics (132-hour state certification)***

This program offers theory, hands on practice and live model experience for eyebrows, eyeliner, and lips. The graduate will be able to demonstrate proper and practical permanent cosmetic application. Safety, sanitation, appropriate techniques, colors, and tools will be taught and utilized. Must be a Licensed Esthetician or full Cosmetologist to attend. Kit included.

### ***Microblading/Powder Brow (10-hour certification)***

This advanced permanent cosmetic technique is designed for the practicing permanent cosmetic artist that would like to advance or perfect their brow game. This class focuses on Blade and Shade outcomes using a variety of tools and techniques (Colorado resident 132hr requirement previously completed). The instructor completes procedures, student/instructor complete procedures together and student provides 2 models to complete on their own under close instructor supervision. Must be a Licensed Esthetician or a full Cosmetologist AND completed the 132-hr Colorado DPOS course to attend. Kit included.

### ***Lash Lift /Brow Lamination (5-hour certification)***

This theory and hands on Lash Lift/Brow Lamination class covers all the dos and don'ts of the lash/brow process. Students will give and receive a Lash Lift treatment and Brow Lamination during class. Once completed, students will be prepared to offer lash Lifts and Brow Lamination to their clients with confidence. Must be a Licensed Esthetician or full Cosmetologist to attend. Kit included.

### ***Dermaplaning (4-hour certification)***

This facial Dermaplaning course will go over safety, tools and techniques with theory and hands on training. Each student will give a minimum of 1 treatment and receive a treatment if they choose. Once completed, students will be confident and ready to add this service to their skincare menu. Must be a Licensed Esthetician or full Cosmetologist AND completed the 14-hr Colorado DPOS required Microdermabrasion class to attend. Kit included.

### ***Microneedling/Channeling (8-hour certification)***

In this advanced skincare class, you will gain the knowledge and skills to perform successful Microneedling/channeling procedures. Safety/sanitation, skin anatomy, contraindications and products are a few of the topics covered as well as plenty of hands-on time. Upon completion you will have the confidence and skills to provide safe and effective Microneedling/channeling procedures. Must be a Licensed Esthetician or full Cosmetologist AND completed the 14-hr Colorado DPOS Microdermabrasion class to attend. Kit is not included.

### ***Microdermabrasion (14-hour certification)***

This advanced skincare class is designed for the licensed esthetician or full Cosmetologist. Students will gain the skills, confidence, and necessary qualifications to perform Microdermabrasion treatments safely and effectively. Upon completion of this training, you will have the hands-on experience, knowledge, and certification to add Microdermabrasion to your clients. Must be a Licensed Esthetician or full Cosmetologist to attend. Kit not included.

### ***Chemical Peels (24-hour certification)***

This advanced Skincare class is for the already licensed esthetician or full cosmetologist. Upon completion, students will have an in-depth knowledge and understanding of different peels, how to use peels safely and effectively, know who is a good candidate and predictable outcomes. Students will have hands on experience with live models under the watchful eye of an experienced instructor. This class gives the student the required 24-hour certification needed to perform chemical peels in the state of Colorado. Must be a licensed esthetician or full cosmetologist to attend. Kit not included.

## **Program/Course Pricing**

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### *Permanent Cosmetics*

Tuition \$4,200.00

\$1,000.00 booking fee is due at registration. Balance of \$3,200.00 is to be paid in full at the beginning of the first class. Kit included.

### *Microblading/Powder Brow*

Tuition \$1000.00

\$150.00 booking fee is to be paid while scheduling your course. Balance of \$850.00 is to be paid in full at the beginning of first training day. Kit included.

### *Lash Lift/Brow Lamination*

Tuition \$400.00

\$150.00 booking fee is to be paid at time of scheduling. Balance of \$250.00 is to be paid in full at the beginning of class. Kit included.

Dermaplaning

Tuition \$400.00

\$150.00 booking fee is to be paid at time of scheduling. Balance of \$250.00 is to be paid in full at the beginning of class. Kit included.

Microneedling/Channeling

Tuition \$600.00

\$150.00 booking fee is to be paid at the time of scheduling. Balance of \$450.00 is to be paid in full at the beginning of class. Kit not included.

Microdermabrasion

Tuition \$600.00

\$150.00 booking fee is to be paid at the time of scheduling. Balance of \$450 is to be paid in full at the start of class. Dvd and manual included. Kit not included.

Chemical Peels

Tuition \$1200.00

\$150,00 booking fee is to be paid at the time of scheduling. Balance of \$1050.00 is to be paid in full at the start of class. Dvd and manual included. Kit not included.

# Educational Services

## Permanent Cosmetic Certification Program

This program offers in-depth, hands-on training for permanent cosmetic applications of the eyebrow, eyeliner, and lips. The Permanent makeup course includes a student kit totaling \$500.00. Jenn Boyd blades, Xion, Aloor, Mast Tour Y22, and Cleo rotary tattoo pens and Cheyenne/Vortex needle cartridges, Soft Tap hand tools and needles, Permablend, Tina Davies, Kolorsource, LI and Brow Daddy pigments are used for this training.

### Kit includes:

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Tote, Book: The Permanent Makeup Manual and DVD: Jan 2015 written by Debbie McCellan. folders, Tina Davies pigments and cartridge, microblading hand tools and Jenn Boyd needles, Soft Tap needles and click sticks, brow ruler, practice skins, calipers, Water Wipes, thread, China Markers, pigment cups and rings, alcohol wipes, brow razors, mascara applicators, plastic bowls, teeth guard, disposable micro brush applicators, black sharpie, red sharpie, white marker, foam tape, mannequin head, pencil sharpener, grip tape, foam board, etch board, Mast Tour Y22 Machine, manual, note pad, tote.

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Upon completion of the Permanent Cosmetics 132hr program, students will understand, sanitation and safety, clients and consultations, tools, measuring and mapping and implantation of permanent cosmetics. Confidence, thorough education, and practical experience will help students achieve their personal business goals. Students will also be Colorado State Certified Permanent Cosmetic Artists.

This 132-hour Colorado State approved program is designed as followed; 2-hour registration/orientation, 40 hours of reading and practice, 90 hours of in-class training completed over 10, 9-hour days. Fridays – Sundays, with completion on the fourth Friday or

Mondays-Wednesdays, with completion in the fourth Monday.

Tuition \$4,200.00.

\$1,000.00 booking fee is to be paid at time of registration with the remaining balance of \$3,200.00 due on the first day of class. \$50.00 an hour if applicable.

### **Microblading/Powder Brow Course**

This course is offered to Permanent Cosmetic artists already in the industry that would like to learn a new technique, perfect their microblading and or powder brow skills or need help building confidence in this style of permanent cosmetics. Kit included totaling \$75.00. Jenn Boyd Blades, a variety of rotary tattoo pens and needle cartridges, and Permablend, Brow Daddy and Tina Davies pigments are used for this class.

Student manual, class handouts, tattoo skins, microneedle hand tool and Jenn Boyd needles, pigment cups and rings, China Marker, Sharpie, micro swabs, Q-tips, thread, brow ruler, caliper, water wipes, cotton squares, plastic cups, alcohol wipes.

Upon completion, students will understand the variety of tools used to achieve these types of brows and how to use the tools accordingly. Students will be given a certification of attendance and completion.

This 12-hour class is 2 days. Saturday and Sunday 10am – 4pm

Class is \$1,000.00.

A \$150.00 booking fee is due when class is scheduled. The balance of \$850.00 is due at the start of first class.

There is a \$50.00 an hour cost to student for makeup hours required for completion.

If the student misses more than 2 hours of class, the student will be dismissed from class and forfeit their booking fee. A new \$250.00 booking fee will need to be paid prior to scheduling any classes.

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### **Lash Lift/Brow Lamination course**

This 1 day, 5-hour class educates the student on proper sanitation of tools, products, lifting and lamination techniques. Understanding the lamination and lift process, ingredients and achieving the clients desired outcome will be covered. This is an in-class, hands on training. Kit included totaling \$60.00. Scalpa, Keratin Lash Infusion (KLI) and Ellebanna lift/lamination products are used for this class as well as Refectocil tinting products.

Student manual, handouts, Scalpa professional lash lift and brow lamination kit, plastic film, cotton squares, witch hazel, under eye pads, Vaseline.

Upon completion of this class, students will be able to offer this service safely and effectively to their clients. Students will be given a certificate of attendance and completion.

This is a 1 day, 5-hour class. Offered Tuesdays - Sundays 10am – 3pm.

Tuition \$400.00. A \$150.00 booking fee is due when class is scheduled. The balance of \$250.00 is due at the beginning of class day.

If a student does not arrive within 1 hour after scheduled class start time, the booking fee will be forfeited, and a new booking fee will need to be paid prior to scheduling any classes.

## **Dermaplaning**

This Dermaplaning class is designed to teach the student sanitation as well as proper tools and techniques used to effectively and safely provide this service. Must be a Licensed Esthetician or full Cosmetologist AND previously completed the 14hr Microdermabrasion class prior to beginning this class per Colorado DPOS rules. Kit included totaling \$50.00. Swann-Morton blades, Skinceuticals and Rhonda Allison products are used for this class.

Student Manual, handouts, Swann-Morton 10R disposable blades, Camphor, cotton squares.

Upon completion, students will be confident in their newly acquired skills and will be able to complete the Dermaplaning service with the clients desired outcome. Students will be given certification of attendance and completion.

This is a 1 day, 4-hour class. Offered Tuesdays - Sundays 10am – 2pm.

Tuition \$400.00. A \$150.00 booking fee is due when the class is scheduled. The balance of \$250.00 is due at the beginning of class day.

If a student does not arrive within 30 minutes after their scheduled class time, the booking fee will be forfeited, and a new booking fee will need to be paid prior to rescheduling any classes.

### **Microneedling/Channeling**

This is a 1 day, 8-hour class that educates and prepares the licensed esthetician to perform successful microneedling/channeling procedures. Skin anatomy, tools, and techniques as well as safety and contraindications are highlighted in this class. Students will perform and receive microneedling/channeling treatments and complete this course with the confidence necessary to be a successful microneedling specialist. Must be a Licensed Esthetician or full Cosmetologist AND have completed the 14 hr Colorado DPOS Microdermabrasion class to prior to attendance. Kit not included. The MD Procell device and MD Pen/needles and Skinceuticals, Procell, and AnteAGE products are used for this class.

Student manual provided

Upon completion of this class, students will fully understand and perform the microneedling/channeling procedure safely and effectively. Students will receive a certificate of attendance and completion.

This is a 1 day, 8-hour class offered Tuesdays-Sundays, 9 am –5 pm.

Tuition \$600.00. A \$150.00 booking fee is due when the class is scheduled. The balance of \$450.00 is due at the beginning of class day.

If the student does not arrive within 30 minutes after their scheduled class time, the booking fee will be forfeited and a new booking fee will need to be paid prior to rescheduling any classes.

### *Chemical peels*

This is 24-hour, 3-day class teaches the student all aspects of the chemical peel procedure. Students will have multiple hands-on models as well as give and receive chemical peels. Students will complete this class with a full understanding of techniques, thorough peel knowledge, safety, candidates, aftercare, and expectations. Rhonda Allison and Lira Clinical products are used during this class. Once completed students will receive a certificate of attendance and completion.

This is a 3 day, 24-hour class offered Wednesdays-Sundays, 9am-5pm.

Tuition \$1200.00. A \$150.00 booking fee is due when signing up for the class. The balance of \$1050.00 is due at the beginning of the first class.

There is a \$50.00 an hour charge for students to makeup hours missed that are required for completion.

If the student does not arrive within 2 hours to first class, the student will need to be dismissed from class and forfeits their booking fee. A new \$150.00 booking fee will need to be paid prior to scheduling any future classes.

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## **Microdermabrasion**

This is a 2 day, 14-hour class designed to give the licensed esthetician the skills and qualifications needed to perform microdermabrasion treatments safely and effectively. Students will understand microdermabrasion tools and equipment, skin analysis, contra indications, and safety. DVD and Manual will be provided and need to be read and viewed prior to first day of class. Must be a Licensed Esthetician or full Cosmetologist to attend. Kit not included. The Diamond tip Microdermabrasion machine, Rhonda Allison products and Skinceuticals products are used for this class.

DVD (Microdermabrasion: The Professional's Guide. Christine Heathman) and student manual provided.

Upon completion of this 14-hour Colorado DPOS approved course, you will have the hands-on experience and certification necessary to add microdermabrasion to your treatment menu.

This is a 2-day class that includes a 4-hour home study, one 6-hour in person class and one 4-hour in person class offered Tuesdays-Sundays, 10am - 4:00 PM.

Tuition \$600. A \$150 booking fee is due when the class is scheduled. The balance of \$450 is due at the beginning of class day.

If the student does not arrive within 1 hour after their scheduled class time, the booking fee will be forfeited and a new booking fee will need to be paid prior to rescheduling any classes.

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## Class Schedules

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**Full Time Permanent Makeup Program:** 10 days in-class (consisting of 3 three-day weekends and 1 Friday the 4<sup>th</sup> weekend or Monday-Wednesday and final fourth Monday.) plus home study. Start day scheduled and agreed upon between Instructor and Student.

Friday - Sunday 9:00am – 6:00pm

Monday-Wednesday 9:00am - 6:00pm

**Microblading/Powder Brow Course:** 2-day, 12-hour class set on weekends (Saturday and Sunday). Scheduled and agreed upon between Instructor and Student.

Saturday - Sunday 10:00am – 3:00pm

**Lash Lift/Brow Lamination Course:** 1 day, 4-hour class. Scheduled and agreed upon between Instructor and Student, on an individual basis.

Tuesday – Sunday, 10:00am – 2:00pm

**Dermaplaning Course:** 1 day, 4-hour class. Scheduled and agreed upon between Instructor and Student on an individual basis.

Tuesday – Sunday, 10:00am – 2:00pm

**Microdermabrasion Course:** 2 day, 14-hour class. Scheduled and agreed upon between Instructor and Student, on an individual basis.

Tuesday – Sunday, 10:00am – 4:00pm

**Microneedling/Channeling Course:** 1-day, 8-hour class. Scheduled and agreed upon between Instructor and Student on an individual basis.

Tuesdays – Sunday, 9:00 am - 5:00pm

**Chemical peels:** 3-day, 24 hour class. Scheduled and agreed upon between Instructor and Student on an individual basis.

Tuesday – Sunday, 9:00 am – 6:00 pm

In the event of an unexpected closure due to extraordinary circumstances such as inclement weather, students will be notified as soon as possible by text and email. Makeup days will be arranged between Instructor and Student on an individual basis. Never is a student or Instructor to fear driving on bad road conditions.

Classes are not held on the following days:

July 4<sup>th</sup>

Thanksgiving and the following Friday

Christmas Eve/Day

New Year's Eve/Day

Memorial Day

Labor Day

## **Entrance Requirements**

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DollFace Advanced Education does not discriminate based on race, religion, sex, ethnic origin, or disability.

All prospective students must have a high school diploma or GED and an active, current Colorado Esthetician or Cosmetology license to attend all classes. Microneedling and Dermaplaning require completion of the 14-hr Microdermabrasion certification prior to attendance. Additionally, if a student is taking an advanced permanent makeup class, the 132-hour Colorado DPOS state certification must be completed prior to beginning any advanced permanent makeup classes.

## **Enrollment**

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Prospective students may enroll at any time. Due to the nature of classes and timeline, no enrollment will be accepted within 24 hours of the first day of class/course.

Payment methods for enrollment include Cash, Paypal, Venmo, Check, Zelle, card.

Once enrolled, students will receive a current copy of the enrollment agreement as well as a copy of the DollFace Advanced Education Catalog.

## **Postponement of Start Date**

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Postponement of first day, whether at the request of the Student or DollFace Advanced Education, requires a written agreement signed by the Student and DollFace Advanced Education. The agreement must set forth:

- a. Whether the postponement is set forth by the student or the school, and
- b. A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to the appropriate refund of prepaid tuition within 30 days of the deadline in accordance with the DollFace Advanced Education refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

## **Placement Assistance**

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DollFace Advanced Education does not offer job placement assistance.

## **Attendance Requirements**

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Students are expected to arrive on time, prepared and ready to learn. An overall attendance rate of 132 hours is required to receive the Permanent Makeup certification. Instructor may request your withdrawal from the Permanent Makeup course if absences or tardiness exceeds 75%.

Students who are unable to continue classes for medical or severe personal reasons will be required to take a temporary leave of absence. The Permanent Makeup course will need to be completed within 90 days of first day of class. Proper documentation will be required to substantiate a student's withdrawal.



## **Progress Policy/Grading System**

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Students must complete assignments on time. Assignments are due at the start of each class week (Fri or Mon). 15 points are given with completed assignments totaling 50 points on student's final day of class. Failure to turn in practice assignments totaling more than 15 points will result in a 3-school day probation period in which assignments must be caught up. The student may be terminated if grades are not satisfactory at the end of the probationary period. Termination shall be at DollFace Advanced Educations discretion. The director has final authority and will notify the student of the final decision.

First day of class (Friday/ Monday), 15 points with completed assignments.

Second Friday/Monday class, 15 points with completed assignments.

Third Friday/Monday of class, 15 points with completed assignments.

Last Friday/Monday class, 5 points with completed assignments.

Due to the length of the Permanent Makeup course, missing points will be addressed immediately and need to be corrected within the probation period.

## **Conduct Policy**

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All students are expected to follow dress code (solid black pants, shirt, and black shoes. Smock is provided for 132 hr. cert). Students will act professional at DollFace. Students are required to be respectful to instructors, students, and clients/models.

Possession of weapons, illegal drugs, and alcohol of any kind are not allowed at any time on school property. Violating this school policy may result in permanent dismissal from DollFace.

The smell of alcohol, marijuana, cigarettes, and heavy perfumes can be offensive to some client/models and therefor, students are asked to arrive scent free. If you choose not to follow this policy, you may be asked to leave class.

## **Dismissal**

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Any student may be dismissed for violations of rules and regulations of the school, as set forth in school publications. The student also may be withdrawn from classes if he or she does not prepare sufficiently, neglects assignments, or makes unsatisfactory progress. The director, after consultation with all parties involved makes the final decision.

The director of education may temporarily suspend students whose conduct is disruptive or unacceptable to the academic setting. After appropriate counseling, students who demonstrate a genuine desire to learn and conform to school standards of conduct, may be allowed to resume attendance. The director will review each case and decide upon re admittance.

## **Facilities**

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DollFace Advanced Education is located at 1353 S. 8th St. suite 102, Colorado Springs, Co 80905. Our classroom is designed for hands on learning. Practice supplies, videos and state of the art equipment are provided to get the most out of your educational experience.

## **Previous Credits**

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Credits from other institutions do not transfer and are not accepted.

## **Student Grievance Procedure**

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In the event a student should have an issue or grievance with DollFace Advanced Education, the protocol will be as follows.

The student will complete a grievance form in writing, addressing the issue and hand deliver or mail to DollFace Advanced Education, c/o Marie Ingle.

The issue/grievance form needs to be received within 10 days of said grievance.

DollFace will address the issue/grievance in person or on a phone call within 24 business hours of receiving said issue or grievance.

## **Student Complaints**

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Attempting to resolve any issue with DollFace Advanced Education first is strongly encouraged. Student's complaints may be brought to the attention of the Division of Private Occupational Schools online at <http://highered.colorado.gov/dpos> ,303-862-3001. There is a two-year statute of limitations for the Division to act on a student complaint (from students last day of attendance).

## **Refund Policy**

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Students not accepted to DollFace Advanced Education are entitled to all monies paid. A full refund of tuition and fees paid if the applicant withdraws within 3 days after registration with any class (minus books, kits, tools, and supplies received) or making an initial payment if the applicant has not started training. Refund policy is as follows.

### **Permanent Makeup Program**

1. For the student terminating their training within the first 10% of the program, the student shall be entitled to a refund of 90% of the contract price of the program minus books, tools, and supplies.
2. For the student terminating their training after 10% but within the first 25% of the program, the student shall be entitled to a refund of 75% of the contract price minus books, tools, and supplies.
3. For the student terminating their training after 25% but within the first 50% of their program, the student shall be entitled to a refund of 50% of the contract price of the program minus books, tools, and supplies.
4. For the student terminating his or her training after 50% but within the first 75% of the program, the student shall be entitled to a refund of 25% of the contract price of the program minus books tools and supplies.
5. For the student who has completed 75% of his or her program and has entered the final 25% shall not be entitled to any refund and shall be obligated for the full price of the program, which constitutes the maximum obligation.

At registration, books will be received by the student and a deposit of \$1000.00 will be taken. Should a student decide not to begin class within 3 days, a full refund minus book fees of \$75.00 shall be refunded.

Day 1 (first day of class) to 11:59pm mountain time of first day of class, 90% refund, minus administration fee of \$150.00 and cost of books, tools, and supplies equal to \$650.00.  
\$3,195.00 total refund.

Day 2 to 11:59pm mountain time of day 3, 75% refund, minus \$150.00 administration fee and cost of books, tools, and supplies equal to \$650.00. \$2,662.50 total refund.

Day 4 to mountain time of day 5, 50% refund, minus \$150.00 administration fee and cost of books, tools, and supplies equal to \$650.00. \$1,775.00 total refund.

Day 6 to mountain time of 8, 25% refund, minus \$150.00 administration fee and cost of books, tools, and supplies equal to \$600.00. \$887.50 total refund.

Day 9 and 10, no refund.

All refunds will be made within 30 days from the official date of termination.

### **1-day courses to include:**

Lash Lift/Brow Enhancement, Microneedling/Channeling, and Dermaplaning shall pay a \$150.00 booking fee when registering for a 1-day course. If cancelled within 3 days (72 hours) of registration, a full refund will be given minus any kits, tools, books, or supplies received. After 3 days, (72 hours) of registration, all monies will be refunded minus the \$150.00 administration fee and cost of any kits, tools, books, or supplies received.

### **2-3 day courses**

Microblading/ Powder Brow, Chemical Peels and Microdermabrasion shall pay a \$150.00 booking fee when registering. If cancelled with 3 days (72 hours), all monies received will be refunded minus any kits, books, tools, or supplies received. After 3 days, (72 hours) of registration all monies will be refunded minus the \$150.00 registration fee and cost of kits, books, tools, or supplies received.

The official date of termination of a student shall be determined in the following manner:

- A. The date on which the school receives written notice of the student's intention to discontinue the training program.
- B. The date on which the student violates published school policy, which provides for termination.
  1. The student will receive a full refund of tuitions and booking fees paid to DollFace Advanced Education if the school discontinues a program or ceases operation.
  2. Full refund will be given if the student is not accepted by the DollFace.
  3. The policy for granting credit for previous training shall not impact the refund policy.
  4. Students have 72 hours to cancel any class reserved and receive a full refund of all monies paid minus any kits, books or supplies provided. When the class is reserved/booked within 72 hours of the first day of class, booking fees are nonrefundable as well as any kits, books, tools or supplies provided.



## Permanent Makeup Course Syllabus

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This comprehensive program is designed to teach the student the art of permanent cosmetics. Upon graduation, students will be proficient and confident in performing eyebrow, eyeliner, and lip permanent cosmetics.

### Timeline and Method of Instruction

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This 132-hour program meets the Colorado State DORA permanent Makeup educational training requirement. The 132-hour program is broken down as follows.

2 hours in office orientation on first day. Training Manual, practice materials and supplies will be provided at this time for home study if not previously received.

40 hours of home study will be completed throughout the course.

10, 9-hour days of class time will be completed focusing on course curriculum, lecture, clinic observation and hands on procedures. Training schedules will be set on an individual basis.

Each student will work on a minimum of 2 brow models, 2 eyeliner models and 2 lip models using various tools and techniques. These procedures will be over seen and assisted by instructor.

Students will have a total of 90 days from first day of class to complete this 132hour course.

18 hours Theory - 114 hours Lab

2 hr Orientation

3 hr Introduction to permanent makeup 3 hours

13 hr Permanent makeup candidates, contraindications, risk, and safety

14 hr Tools, needles, color and numbing

4 hr Anatomy of skin

8 hr Mapping, measuring and design

12 hr Practice design and fake skin

3 hr Client consult

2 hr Procedure set up and break down

60 hr Hands on, step by step procedure

5 hr Healing and aftercare

6 hr Documentation, pics, and marketing

### Curriculum Objectives

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- >Competence in sanitation, Osha and blood borne pathogens
- >Learn proper set up and break down
- >Understand importance of proper client consultation and aftercare
- >Understand skin anatomy
- >Knowledge in color theory
- >Understand tools used to perform procedures
- >Learn permanent makeup applications and techniques
- >Practice on fake skin
- >Perform procedures on live models
- >Learn basic marketing

### Curriculum Outline

Introduction to permanent cosmetics

Permanent cosmetic candidates and contraindications

Safety, sanitation, sterilization, blood borne pathogens.

Tools, needles, and techniques

Pigments and color theory

Topical anesthetics and safety

Practice design and fake skins

Procedure set up

Client consultation

Documentation

Pictures

Mapping, measuring and design.

Business and marketing

Practical demonstration of procedures

1. Powder brows
2. Microblading
3. Eyeliner/Eyelash enhancement
4. Full lip/Blush/Blended lip liner

Hands-on procedure setup

Hands on permanent cosmetics

1. Brows
2. Eyeliner
3. Lips

Client aftercare

Healing

Clients follow up.

Starting your business

1. Supplies
2. Business organizations
3. Insurance
4. Advertising and marketing
5. Legal

**Certification**

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Students who complete the 132-hour permanent cosmetics program, receive a certification of completion required by Colorado's DORA.



## Microblading/Powder Brows Syllabus

DollFace offers this microblading powder brow course to permanent makeup artists that are already in the industry and would like to learn a new technique, perfect their microblading or powder brow skills, or need help building confidence in this style of permanent makeup.

This is a 12 hour, in person two-day class. Classes are offered consecutive Saturdays and Sundays 10:00 AM to 4:00 PM.

2 hours Theory- and 10 hours Lab

1 hr History, safety, laws, and rules

2 hr Tools, techniques, and color

1 hr Practice skin, strokes, and shade

7 hr Hands on clients

1 hr Aftercare and documentation

### Course Topics

1.What is permanent makeup

2.Safety and sanitation

3.Prepare and set up

4.Skin anatomy

5.Aftercare and healing

6.Skintones and undertones

7.The color wheel

8.Everything about pigment

9.Brow shaping



10. Technique
11. Needles
12. Machines and needles
13. Ombre shading
14. Creating strokes
15. Microblading procedure step by step
16. Micro shading/Powder brow procedures step by step
17. Combo brow procedure step by step
18. The consultation
19. Consent and waiver
20. Touch up appointment
21. License's, certifications, and state requirements
22. Facts
23. Cover up and corrections

This advanced permanent makeup class is designed for the already practicing permanent makeup artist that would like to advance or perfect their brow game. This class focuses on blade and shade techniques and outcomes using a variety of tools and styles (Colorado resident 132-hour requirement previously completed). The instructor completes procedures, student, and instructor complete procedures together, and student provides two models to complete on their own under close instructor supervision.

Kit includes student manual, handouts, tattoo skins, microneedle hand tools, Jenn Boyd Ink needles, pigment cups and rings, China markers, sharpies, micro swabs, Q-tips, thread, brow rulers, caliper, water wipes, cotton squares, plastic cups, alcohol wipes. Certificate of completion.



## Dermaplaning Course Syllabus

The DollFace dermaplaning class is designed to teach the student sanitation as well as proper tools and techniques used to effectively and safely provide dermaplaning services. Must be a licensed Esthetician or full Cosmetologist and completed the 14-hr Colorado DPOS approved Microdermabrasion class to attend.

This is a one day, 4 hours, in person class including theory and hands training. Class offered Tuesdays-Sundays 10:00 AM- 2:00 PM.

2 Hours Theory - 2 Hours Lab

1 hr Info, consult and contraindications

1 hr Skin, insurance, and safety

### Course Topics

1. Derma-plane facial introduction
2. Client consultations
3. Contraindications and contra-actions
4. The structure and science of skin and hair
5. Skin analysis, skin types, and conditions
6. Insurance, safety, and requirements
7. Equipment and setup
8. Dermaplaning routine and protocol
9. Aftercare

This facial dermaplaning course will go over safety, tools, and techniques with theory in hands on training. Each student will give a minimum of one treatment and receive a treatment if they choose. Once completed, students will be confident and ready to add this service to their skincare menu kit included.

Kit includes student manual, handouts, Swann-Morton 10R disposable blades, Camphor, and cotton squares. Certificate of completion.



## Lash Lift/Brow Lamination Course Syllabus

This Lash Lift and Brow Lamination course educates the student on proper sanitation of tools, products, as well as lifting and lamination techniques. Understanding the lamination and lift process, ingredients and achieving the clients desired outcomes will be covered. This is an in person, hands class.

This is a one day, 6 hours, in person class that includes theory and hands on training. Must be a Licensed Esthetician or Full Cosmetologist to attend. Class offered Tuesday-Sundays 10:00 AM - 4:00 PM.

1 Hour Theory - 3 Hours Lab

1 hr Intro, trends, science, anatomy, and facts

1 hr Safety, contraindications, standards, consult, patch test

2 hr Treatment procedure and aftercare

### **Course Topics**

#### *Lash Lift*

- 1.The history of eyelash trends
- 2.Lash science
- 3.Related anatomy
- 4.Skin facts
- 5.Consultation and records
- 6.Hygiene, health, and safety
- 7.Contraindications and conditions
- 8.Professional ethics and standards
- 9.Patch test

10. Eye shapes
11. Treatment set up
12. Before treatment
13. Eyelash lift treatment
14. Aftercare

### *Brow Lamination*

Related anatomy

Consultation and records

Contraindication in actions

Disinfecting and sanitizing

Brow shaping

The treatment

Brow lamination aftercare

Upon completion of this class, students will be able to offer Lash Lifts and Brow Lamination safely and effectively to their clients with skill and confidence.

Kit includes student manual, handouts, professional Lash Lift and Brow Lamination kit, plastic film, cotton squares, Witch Hazel, eyelash spoolies, under eye pads, and Vaseline. Certificate of completion.



## Microdermabrasion Course Syllabus

DollFace Advanced Education has designed this Microdermabrasion class to give the licensed esthetician the skills and qualifications needed to perform Microdermabrasion treatments safely and effectively. Students will understand the Microdermabrasion tools and equipment, skin analysis and anatomy, contraindications, and safety. Must be a Licensed Esthetician or full Com

This is a 2 day, 14 hours, home study, in person theory and hands on class. Class offered Tuesdays - Sundays, 10:00 AM to 4:00 PM.

6 Hours Theory - 8 Hours Lab

1 hr Safety

4 hr Anatomy, skin, contraindications, consult, and equipment

8 hr Client prep, procedure, checklist, hands on, aftercare

1 hr Complications, machine maintenance

### Course Topics

1. What is Microdermabrasion
2. Health and safety guidelines
3. Anatomy and physiology
4. Skin types, disorders, and diseases
5. Contraindications
6. Client consultation
7. Equipment and set up
8. Preparing the client
9. Pre procedure checklist
10. Procedure

11. Aftercare
12. Microdermabrasion continued
13. Complications and management
14. Vital machine maintenance

Upon completion of this 14 hour, Colorado DPOS approved course, you will have the hands-on experience and certification necessary to add Microdermabrasion to your treatment menu.

Kit not included. Manual and DVD (Microdermabrasion: The Professional Guide. Christine Heathman) included. Certificate of completion.



## Microneedling/Channeling Course Syllabus

The DollFace Microneedling/ Channeling class educates and prepares the licensed esthetician to perform successful procedures. Skin anatomy, tools, and techniques as well as safety and contraindications are highlighted in this class. Students will perform and receive Microneedling/ Channeling treatments and complete this course with the confidence necessary to be a successful Microneedling specialist.

This is a one day, 8 hours, in person class including theory and hands on training. Must be a Licensed Esthetician or Full Cosmetologist AND completed the 14-hr Colorado DPOS required Microdermabrasion class to attend. Class offered Tuesday s - Sundays, 9:00 AM to 5:00 PM.

2 Hours Theory - 6 Hours Lab

1 hr Intro and history

1 hr Devices and serums

2 hr Anatomy, healing, numbing, safety, and contraindications

4 hr Consult, techniques, hands on procedures and aftercare

### Course Topics

1. History

2. Microneedling devices

3. Microneedling serums

4. Main theory and anatomy

5. Inflammation and healing

6. Skin analysis

7. Anesthetics/analgesia

8. Insurance, health, and safety

9. Contraindications

10.Ethics and standards of practice

11.Patch test

12.Client consultation

13.Treatment preparation

14.The art of Microneedling/ Channeling

15.Aftercare

In this advanced skincare class, you will gain the knowledge and skills necessary to perform successful Microneedling/ Channeling procedures. Safety/sanitation, skin anatomy, contraindications and products are a few of the main topics covered as well as plenty of hands-on practice. Students will watch the instructor perform a Microneedling/ Channeling treatment. Each student will receive a Microneedling/ Channeling treatment if they choose. Each student will perform a minimum of two treatments. Upon completion you will have the confidence and skills to provide safe and effective Microneedling/ Channeling procedures.

Kit is not included. Manual included. Certificate of completion.





## Chemical Peels Course Syllabus

The DollFace Advanced Education Chemical Peel class trains the student not only with hands on procedures but in-depth knowledge of peel ingredients, how they work, who they work for and safety. Skin anatomy, application and contraindication are some of the top topics in this thorough class.

This is a 3-day, 24-hour class (required per DORA/DPOS) in person including theory and hands on training. Must be a licensed Esthetician or full cosmetologist to attend this class. Class offered Wednesdays - Sundays 9am – 5pm

8-hour Theory - 16-hour Lab

2 hr Skin

4 hr Skin Types and Conditions

4 hr Micro-exfoliation

10 hr Treatment and Procedures

1 hr Cleaning, Disinfection and Sterilization

1 hr Law and Rules

1 hr. Salesmanship

1 hr. Occupational Safety and Health

### Course Topics

1. Skin
  - Skin Analysis.
  - Anatomy of the skin and skin structures.
  - What happens when you apply a chemical peel to the skin.
2. Skin Type and Conditions
  - Types of skin.
  - Fitzpatrick scale.
  - Contraindications.

3. Micro-exfoliation
  - How to perform Peels.
  - Product ingredients.
  - Application.
  - Peel/skin reactions.
  - Expected outcomes.
  
4. Treatment Procedures
  - Thorough consultations.
  - How to use Chemical peels safely and effectively.
  - Hands on application.
  - After care.
  
5. Cleaning, Disinfections and Sterilization
  - How to treat the skin prior to procedure and after.
  - How to keep clients safe with properly cleaned/disinfected environment and tools.
  - How to properly clean treatment area before and after clients.
  - Single use items and correct disposal.
  
6. Law and Rules
  - Guidelines for performing Chemical peels in the state of Colorado, scope of practice.
  - DORA compliance.
  - Certification must have prior to performing Chemical Peels.
  - Types of peels estheticians are allowed to perform in Colorado.
  
7. Salesmanship
  - How to win clients.
  - How to get repeat clients.
  - Honest, up-front outcomes of treatments.
  - Management of client expectations.
  - Before and After Photos.
  
8. Occupational Safety and Health
  - How to store chemical peels.
  - Proper application for technician and client.
  - Proper aftercare.
  - Storage of Chemical peel tools and products.

This advanced skincare class prepares the student with tools, knowledge, and hands on instruction. Each student will observe the instructor perform 2 chemical peel procedures.

Students will then perform a minimum of 3 chemical peels. All students will have the opportunity to receive a peel. Upon completion of this class, you will have the knowledge and skills to perform proper, safe chemical peel procedures.

Kit not included. Manual and DVD included. Certificate of completion.