



Specialist providers in the beauty education industry

# Your guide to becoming a Cosmetology CPD recognised training facility.

[www.cosmetologycpd.com](http://www.cosmetologycpd.com)

AN INDEPENDENT CPD AWARDING BODY, FOCUSED ONLY ON THE COSMETOLOGY INDUSTRY.

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## Who are we and what do we represent in the cosmetology industry?

Cosmetology CPD consists of an expert team, made up of industry leading professionals. Every staff member has a back ground in cosmetology, whether it be running a salon, experience as trainer, owning their own cosmetology business, personal assistant for companies in the cosmetology field or experts at the trade themselves, via treatments.

We have one main rule at Cosmetology CPD, and that is that every team member has a background in the industry, so no query will ever be out of reach. With an extensive background in both internal verifying, training and cosmetology trades, we bring to you an exclusive |CPD accrediting service, that focus' whole heartedly on YOUR INDUSTRY.

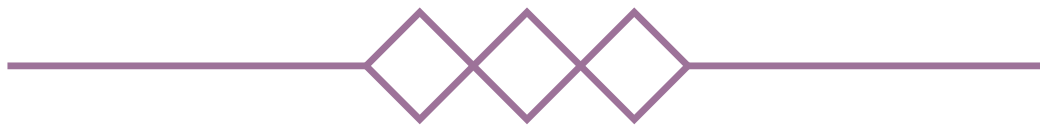
We believe, that to get the best service, the accrediting body you are with should have a specific area of expertise and THIS is OURS!

After plenty of experience in the training industry, our CEO found that there were many kinks in the existing services on the market, for instance easy access for those non accredited to have access to code certificates from paying companies, and being able to wrongly sell their courses via easy access to those genuine academies who WERE accredited. As far as we are concerned, it just isn't fair. That's why at Cosmetology CPD, our GDPR is extremely well monitored and protected.

Our goal is to protect both the academy AND the student, therefore we have put certain areas in place to ensure nobody can fraudulently take what is not theres. So how do we do this?

“we keep a full student profile on each person. Therefore, if an academy ever closes down, we have a full back up of all qualifications held. Not only that, but each training school receives their own Identification Number, along with a list of course codes, and best of all, every learner has their own independent identification number. This means, without a learner id code on each certificate, that matches with ours and your training providers database, the certificate is not authentic”.

We DO require a yearly audit from each academy, to make sure that all monthly lesson templates, with listed monthly students taught, is accurate, and to make sure that all registered trainers are on our academy files. We make this audit very easy, a simple template is used to be filled in per month with relevant student total, with necessary names. We then have a copy of each students certificate submitted to be stored in our data base, matching the learner identification profile, which not only gives our academies peace of mind, but students also. I mean, who wants to do all of that work to then find somebody else has managed to copy your certificate and hasn't even attended the course?? That's correct - NOBODY !!



## How to get CPD accredited.....

Now you are seeing the full benefits to our accreditation, you're now wondering - HOW DO I START THE ACCREDITATION PROCESS??

There are several simple stages to this process....

1

We recommend either an online consultation or over the phone, just so we can get a big of background on your company and what it is that you are aiming to achieve, so that we can advise you the best accreditation option.

# 2

We DO require a GOVERNMENT issued accrediting body training certificate, however if you do not hold this, we can add offer this to you online, at [🌐 Cosmetology CPD \(accredit me? page\)](#).

The link will take you through to payment and also give you support from one of our registered tutors, should you need any help completing the course. If you already hold a level 3 training (ptlls) certificate, simply submit it on the page, at the button provided.

If you are completely new to building a training academy and are at a bit of a loss as to where is best to start, you may want to take a look at our mentorship programme;

[🌐 The Mentor Ship Programme - ideal for academies just starting out](#) .

# 3

You will have been awarded your Academy Recognition Identification Number, so we just need to see proof of training manuals and assessment methods. We are very open to advising academies on assessment methods and understand that not one size fits all when it comes to learner needs. Hence, we hope you will take advantage of our complimentary monthly zoom events, where we will discuss lots of different things, including learner abilities, assessment methods, keeping your students motivated, different learning deficit requirements and so on.

Once all manuals are approved and you have downloaded the relevant templates, found online at <https://cosmetologycpd.com/templates%2Bpolicies> , we will have your academy portal up and running for you.

We will require a login of all students you have passed on completion of courses once monthly, so that we can update our own system to match yours. We will then require the yearly audit on the 12th/13th month of your registration with us. We will remind you that if new tutors have joined your academy, or somebody has left, that we need to know who they are and when they joined you or sadly left. This again, is to ensure that everything is above board, and nobody is able to slip certificates on the down low !! Protection for our academies and students ALWAYS.



Happy days, the final stage ..... On approval of all of the above, and please do bear in mind, we do ask for up to 4 weeks for all checks to be approved, you can now BEGIN teaching, with absolute peace of mind, when it comes to being approved with the best in the industry of cosmetology.

Necessary reminders of audits will be sent through to you yearly, so please don't worry if you think there is a lot to remember, we have done the ground work for you ! We will also explain to you how to fill out our 1/ lesson plan for each course you teach, 2/ our student profile, for both your file, and ours, and 3/ the yearly audit sheet which we promise is far easier then it sounds.



## How long will the accreditation process take?

We expect our team to have you up and running fully within 4 weeks, that's from the day you register with us, up to the day you have had everything signed off!

## How long does my accreditation plan last for?

We do require a minimum of 12 months sign up, however, if you are an independent trainer who does not consistently need an accreditation month in month out, we do offer a one month only option. You do still have to adhere to the programme above, but once you have passed initial assessment, you will remain on our data base, so that if you need a short term accreditation plan, we can renew you on our systems, after a few simple checks to ensure you have access to insurance cover, and remain teaching the same courses.

Other then out short term one month plan, we require a 12 month minimum contract.

This will automatically renew unless otherwise stated, for example , closure of business, which must be proved via a companies house document. This is basically a one year rolling contract, so we will require you to inform us if anything changes and termination of the rolling contract is required after the first initial 12 months agreement.



## What are the fees and what is included in the monthly/yearly fees?

We like to think we have the utmost benefits for our industry leading academies.

As we have already mentioned, we focus heavily on our GDPR services, also data base back up, offering students an easy option to replace certificates if an academy is to close down.

We also focus on additional learning needs, helping academies representing Cosmetology CPD, to continuously extend their own knowledge on learning deficits, coping with large groups, running one to one lessons, holding events for students to enhance morale and encouragement, how to maximise academy profits, maintaining a good rapport between all training members, materials to benefit students with different learning capabilities and so on.

We also offer two payment options, 1x up front 12 month payment or a pay monthly option.

We like to think we have included our academies and students in everything that we do, therefore, we have affiliate links to wholesale websites and recruitment websites, which is a brilliant added selling point for students to train and accredited via Cosmetology CPD.

Payments signed up on a yearly plan, will require payment up front for the upcoming year, on the 1st of the same month originally signed up upon.

If you are making payment via our direct debit monthly option, the contract will continue to run monthly, as roll-over status.



## What are the benefits of being accredited by industry lead professionals?

We focus ONLY about education and Cosmetology, therefore we absolutely specialise in this field. If you have questions relating to a treatment, we can give you your relevant industry-specific manager to help you ! Plus, if we are up to date with new courses and treatments, guess who is going to be first in line to accredit them, meaning you guys can get them on your academy list as soon as possible (within reason).

Also, taking advantage of our knowledge is just one thing, but the passion we all share for the industry is like no other, we don't just care that you are accredited, we care that all the academies accredited by us are top of their game, with continuous free opportunities to improve.



## CPD International Recognition

CPD in the UK, is expected by nearly all industries, ensuring that their workers or representatives are forever growing, therefore giving the best service and knowledge as an on-going commitment to their trade. Employers often contribute to cpd plans or training for their staff, they are specific in the cosmetology world, especially since so many of our cosmetology ambassadors are continuing learning up to a medical grade, due to their love for aesthetics and skin care. Following suit of the health care industry, it is a MUST that staff continue to grow their skills within their existing industry. Reasons for this include, new treatments that need to be studied, changes to treatments, updates to clinical licenses and so on.

CPD in Europe will differ from country to country, but generally follows suit to the UK and recent studies have shown, that whilst Western European countries have a large amount of regulating bodies, Eastern European countries have fewer, but are now starting to focus on setting up a similar path, and they are beginning to establish requirements within the region.

CPD in the USA is, like the UK, requires professionals to undertake continual improvement-style learning practice. It is known by different title, although very similar, from CE / CTD ? ATD. These depend on how assessment of the CPD learning takes place, and how the points are distributed. Bearing in mind, there may be different regulations depending on which American state you are in.

Australia and New Zealand run likewise to the UK, with different institutes and practices adhering to up to date training in different facility based industries, from medical to beauty,

to education and so on.

The African continent is now starting to emerge with a similar practice, this is more up and coming, and professionals are keen to undertake CPD and extend their knowledge and skills. We look forward to seeing the advances made in this region as it progresses.



## Who is COSMETOLOGY CPD suited too?

We welcome all different types of teaching style, for one reason; not every student can learn in the same way. Therefore, we open our doors to different styles of teaching and different styles of learner, with support for all.

Anyone in the cosmetology industry with the relevant background in beauty / hair / hair extensions / skin specialists / aesthetics can be accredited by us.

We DO require each trainer to have a minimum of Level 3 education (ptlls), you can see more info on this via [🌐 Cosmetology CPD](#) (accredit me?).

We also expect each trainer to have a minimum of 6 months experience in each treatment or service to an exceptional level, debuting their skills to be a suitable level of demonstration when teaching. We also require a minimum of 1 year experience in the aesthetics trade.

We are also suited to people who ultimately, have NO EXPERIENCE in the academy world, take a look at our mentorship programme. This is perfect for those specialists in the industry who are looking to extend out to something further then just a salon or clinic, but take on the roll as a private academy. We have everything set up for your new academy business to flourish. A lot of the hard work has already been done, so jump on board, get registered and learn the tricks of the trade now !





## What are the benefits for learners to gain CPD accreditation?

Let's keep this as a nice simple read, below are the benefits that learner's will receive from being CPD approved:

- . Certificates are considered of a high standard by insurance companies, and therefore can be put towards insurance policies/cover.
- . Personal progression for the certificate holder can be proved by showing our accredited logo on their certificates, meaning that they are constantly progressing in their area of expertise.
- . The government guideline do now require for continual professional development to be undertaken every year, this may not be necessary with Foundation/Beginner levels of beauty for example, but for those at a level 7 standard, are required to be update their learning yearly.
- . Client's can trust that the academy is regularly audited, and that they are guided by specialists in their industry of cosmetology.
- . Students also have the chance to contact us with complaints, if they feel an academy has not been up to standard, this will then be handled by us under an in-house investigation.
- . Flexible training schedules can be maintained by the student, instead of having to complete a qualification under a more formal deadline/ schedule.

**If you have any further questions, schedule a FREE phone consultation in now, simply pop us an email to**

[info@cosmetologycpd.com](mailto:info@cosmetologycpd.com) with the subject heading 'FREE CONSULTATION'

We look forward to working with you to create an elite education experience in the cosmetology industry.