

Program Name: Beauty Craze Lash Academy

Course Description:

This course will be teaching how to properly and safely apply individual eyelash extension based on the guidelines given by the Indiana Department of Health.

The full course will be 45 hours total. There will be 15 hours of educational theory and 30 hours of hands-on training.

This course will be taking place from 9am-5:30pm Monday-Saturday. Each day will include 2.5 hours of theory, a 1-hour break/lunch, and 5 hours of hands-on training.

A lash certification is granted upon passing a certification test completion of the 45 hours.

Course Content:

1. History:

- This section explains the origins of eyelash extensions and how they came about

2. Proper Lash techniques:

- Where to properly apply the extensions on a real eyelash to provide optimal retention
- Tape Methods
- Tweezer angles and how to hold properly
- Applying with the proper amount of space between the extension and lash line
- Proper tweezer/Lash pickup techniques

3. Materials:

- Single Use Material (Lash Brushes, Glue Rings, Eye Tape, Micro-brushes, etc.)
- Reusable Material (Lash Tweezers, Adhesive, Lash Trays, etc.)

4. Extension Types:

- Length (mm)
- Curls (b, c, cc, d, j, l, m)
- Diameter (.03, .05, .07, .10, .15, .20)
- Classic (1:1 1 single extension per real lash)
- Hybrid (1-5 eyelashes per real lash using single or fan lashes)
- Volume (Fan lashes only 2D-20D)
- Silk, mink, faux mink
- Flat/Ellipse & Classic
- Pre-made & Handmade Fans

5. Adhesive:

- Ingredients (Ethyl Cyanoacrylate, Poly Methyl Methacrylate, Hydroquinone, and Carbon Black)
- Main Ingredients and what they do
- How to properly store adhesive
- Glue life after opening
- Glue reactions and how to tell the difference between adhesive burns and allergic reactions

6. Polymerization:

- What causes glue to cure and how to keep ideal room conditions
- Temperature
- Humidity
- Outdoor Conditions
- Hygrometer and what it does

7. Tweezers:

- Tweezers Shapes and what each shape is used for
- How to properly hold a lash tweezer
- Tweezer Sanitation and Disinfection

8. Extension Pickup:

- Correct tweezer angle and how to properly pickup an eyelash extension

9. The science:

- Anatomy of eyelashes
- Number of eyelashes
- Lash Layers
- Lash Length and Strength
- 3 Layers to lash hairs (cortex, medulla, cuticle)
- Lash growth Phases (Anagen, Catagen, Telogen)
- Lash Shedding
- Growth Directions

10. Client Consultations:

- To identify indications and Contraindications
- To identify and address any client concerns
- To gain clients trust and confidence
- To see how previous treatments, affect the current growth and treatment plans

11. Client Record Keeping:

- How to keep track of client consultations and materials used for easy access
- Legal Reasons
- Reference for future appointments
- Monitor Client Loyalty
- Complies with data protection

12. Health and Safety:

- Disinfecting practices (Barbicide and Hot Bead Sterilization)
- Sanitizing practices (Clean Containers for eyelash material and tweezers, hand washing, and wiping down surfaces)

- Sterilization (How to remove and kill all microorganisms on any given surface)
- Preventing Cross Contamination and Infection Control
- Personal Protective Equipment

13. Cross Contamination Prevention:

- Single Use Disposable Tools
- Tools that can be used more than once (tweezers: Disinfect and Sanitation)
- Properly Sanitizing and Disinfecting tools/work station

14. Contraindications:

- The conditions that may prevent a client from being suitable to receive the procedure will be taught in this course
- (1) Lack of natural hair or very sparse natural hairs
- (2) Alopecia Areata
- (3) Chemotherapy hair loss
- (4) Mechanically damaged lashes
- (5) Trichotillomania
- (6) Poor lash health, including short thin or fragile lashes
- (7) Allergies to Adhesive or adhesive ingredients
- (8) Thyroid condition treated with medication
- (9) Eye infection
- (10) Recent Eye surgery or procedure

15. Patch Testing:

- Patch Test Procedure
- How to tell if a client is positive for an allergic reaction to adhesive

16. Eye Shapes:

- Almond, Closed Set, Round, Downturned, Deep Set/Hooded
- Curl placement on certain eye shapes

17. Set Up:

- Bed: Wipe, Sanitize, and Disinfect between every client
- Lamp: Sanitize with each use
- Trolley: Sanitize and Disinfect with each use and dispose of all single use products after being used on client immediately after using and sanitize/disinfect tweezers between each use

18. Lash Prep (Before lash treatment):

- Clean Lashes (How to properly do lash baths)
- Prime Lashes
- Taping bottom lashes (how to tape client bottom lashes without irritation)

19. Styling and Mapping:

- Teaches which styles go best with certain eye shapes

20. Eyepatch and Tape Methods:

- Eyepatch Application (plus tips and tricks)
- Properly tape bottom lashes
- Taping the inner corner
- Taping the middle section
- Taping the outer corner

21. Application Rules:

- Teaches how far you are allowed to place an extension from the client's skin
- The phases of lash growth that are healthy to apply extensions
- Placement area
- Direction/Angle

22. Lash Removal:

- Banana Peel Method
- Lash Remover and Lash bath
- Cream and Liquid gel removers

23. Lash Infills:

- Teaches how often a client should be coming back in for infills
(Every 1-3 weeks)

24. Client Aftercare:

- How to educate the client in good lash hygiene by brushing/washing their lashes and using a lash safe shampoo

25. Troubleshooting:

- The factors that can result in the early loss of extensions
 - old glue
 - improper lash application
 - improper lash hygiene
 - incorrect temperature or humidity conditions
 - client picking at lashes

Course Outline and Agenda:

Day 1: (2.5 hours of theory/5 hours of hands-on training)

Theory:

- History
- Proper Lash Techniques
- Materials (Disposable/Non-Disposable)
- Health and Safety

Hands on:

- practice proper sanitation and disinfection of lash bed/tools
- Practice a classic set a mannequin head
- learn how to hold lash tweezers
- practice lash placement
- practice proper lash isolation
- practice cross contamination prevention

Day 2: (2.5 hours of theory/5 hours of hands-on training)

Theory:

- Extension types
- Adhesive
- Polymerization
- Tweezers
- Extension Pickup

Hands on:

- Practice a Hybrid Set on a mannequin head
- Learn how to use different tweezers
- learn how to use pre-made fans
- practice proper lash placement
- practice proper lash isolation
- practice proper sanitation and disinfection

Day 3: (2.5 hours of theory/5 hours of hands-on training)**Theory:**

- The Science
- Client Consultations
- Client Record Keeping
- Contraindications
- Patch Testing

Hands On:

- Practice a Volume Set on a mannequin head
- learn how to make handmade fans
- learn proper volume lash placement
- Practice a patch test
- Practice proper sanitation and disinfection

Day 4: (2.5 hours of theory/5 hours of hands-on training)**Theory:**

- Eye shapes
- Set Up

- Lash Prep
- Styling and Mapping

Hands On:

- Pick a certain style and map to recreate on their mannequin head
- practice proper lash setup
- learn how to create different styles of lashes
- practice proper sanitation and disinfection

Day 5: (2.5 hours of theory/5 hours of hands-on training)

Theory:

- Eyepatch and Tape Methods
- Application Rules
- Lash Removal
- Final Exam Practice Test

Hands on:

- Do a lash removal on mannequin head
- learn how to do a proper lash bath
- practice removal method with tweezers only
- Practice Exit Exam on a live model

Day 6: (2.5 hours of theory/5 hours of hands-on training)

Theory:

- Lash Infills
- Troubleshooting
- End of course Final Test

Hands On:

- Perform a lash set on a live model
- Proper Sanitation and Disinfection

Evaluation:

Each student will take a final exam based on the 15 hours of theory material. A score of 75% or above must be obtained to be considered passing. A lash extension set must also be performed on a live model and will be judged by the teacher on isolation, technique, and lash placement.

Attendance and Makeup Policy:

Students must be in class at 9am for the Beauty Craze Lash Academy Education Course. Students arriving late to class must contact and inform the instructor 15 minutes prior to the class time. Any student who is up to an hour late will not be allowed to attend that day of class.

Students who need to leave before the end of class must inform the instructor ahead of time.

All absences and missed hours must be made up upon availability of the instructor and student. Made up hours are \$75 per hour outside regular class time. If more than 2 days are missed of the 6-day course, you will be subject to immediate removal of the Beauty Craze Lash Academy.

Student Withdrawal Policy: Students may choose to withdraw from the course before the start of the course or during the course. Students should inform the instructor upon immediate decision to withdraw from the course.

Re-Admission Policy: Students who have withdrawn from the Higher Education Course may return within six months from the first date of withdrawal. If students return after six months from date of withdrawal, students will be required to pay the full cost of the certification course and restart the course.

Hiring Policy:

When applying to become a trainer, you will be asked to demonstrate that you can apply 50 plus extensions on each eye in an hour (timed after eyes are covered and protected).

Great trainers are not only skilled eyelash extension professionals but are also great communicators and problem solvers. When working with a diverse group of students, with varying skill sets and personalities, you must be able to handle challenges with professionalism and a positive attitude.

To express your interest in becoming a lash instructor please email beautycrazebyariyal@gmail.com. You will also be asked to submit a minimum of five “before” and “after” photos exemplifying your fabulous talent for eyelash extensions. When this information has been received, the next step is to schedule an informational interview with the Director of Training. At the time of the interview, the Director of Training will discuss with you the next steps in the application process to join our exemplary team of trainers.

To apply as an instructor, you must be in one of these categories AND be able to provide evidence of training that complies with the new IDOH eyelash training law:

- Licensed Esthetician/Cosmetologist with a minimum of 2 years of experience in placing eyelash extensions
- Licensed Cosmetologist with Lash Certification through a IDOH program AND 2 years of experience
- Certified Eyelash Artist Certified by a IDOH program AND 2 years of practical experience

Non-Discrimination Policy: It is the policy of Beauty Craze Lash Academy to provide equal educational and employment opportunities for all people regardless of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity and expression, family responsibilities, political affiliation, disability, source of income, place of residence or business, and veteran status.

Grading Policy:

Theory/Theory Tests: A test will be given on theory at the end of the course.

Hands on Practice: Each day of class will have some form of hands on training working with mannequin heads

Final Exam/Exit Client: must take a final written exam over all topics covered in lash theory as well as perform an extension service on a live client

All tests may have a score of 75% or above to be considered passing. Any score below 75% will be subject to retaking the test again at a later date.

Final Grade Criteria/Composition:

Final Exam: 40% of overall grade

Exit Client: 60% overall grade