Course Document

Course title: Level 3 Diploma in Hairdressing
Course code: S0057

Duration:
- Full Time: 12 months, 5 days per week & 8 hours a day
- Part Time: 18.3 months, 5 days per week & 3 hours a day

Type: Full-time or part-time

Commencement date and end date: See course schedules http://www.spatec.com.sg/courseschedule.aspx

Proprietor of course, person conferring award and country established: ITEC (UK) DIPLOMA

Progress Pathway:
- Advance Certificate/other ITEC Diploma: Spa Treatments, Aromatherapy Massage, Reflexology, On site massage, Indian Head massage, Lymphatic Drainage, Sports Massage. Alternatively, they may apply for other Advanced Certificate/other ITEC Diploma L3,L4,L5
- BTEC L5

Description of course and structure (number of modules, sequence, etc):
- Style and Dress Hair using a Variety of Techniques
- Cut Women’s Hair to Create a Variety of Looks
- Colour Hair to Create a Variety of Looks
- Hairdressing Consultation Support for Colleagues
- Monitor and Maintain Health and Safety Practice in the Salon
- Human Resource Management
- Promote Products and Services to Clients in the Salon
- Creative Hairdressing Design Skills
- Perm Hair to Create a Variety of Looks
- Bridal Hairstyling
- Make and Style a Hair Addition

Content of modules / Learning outcomes:

Learn different kinds of cutting, styling and treatments:
- Style & dress hair
- Cut women’s hair to create variety of look
- Colouring hair
- Creative hairdressing design skills
- Bridal Hairstyling
- Hair Services
- Hair Extensions & additions
- Wig services
- Perming to create variety of looks
- Styling hair additions

Practical:
- Efficient preparation of workplace.
- Procedure & techniques on creative styling, dressing and hair services.
- Perform different Haircuts, hairstyles, colouring & treatments.
- Common diseases & contraindications.
- Client assessment & consultation.
- Proper hygiene & professional image.
- Records keeping.

Case studies & Creative Projects:
- 5 sets of case studies needed. Each client to be performed with different hairdressing services with outcomes recorded.
- Should include full consultation process, hairdressing services, contraindications & reactions, aftercare to include home advice.
Course Document

Course title: Level 3 Diploma in Hairdressing
Course code: S0057

Requirement for Industrial attachment (if any) NO

Admission requirements:
- 18 years old and above
- Obtained at least a C6 at GCE N Levels in any three subjects or Equivalent
- At least a C6 at GCE N Level English/Chinese or Equivalent

Manner of teaching: Lecture, Practical, Case Study

Attendance requirements:
Student Pass holders: >90%  
Locals & Others: >75%

Manner of assessment:
(This should include final and continual assessment frequency and schedule; assessment modes; criteria for grading and awards; assessment weighting)
- Case Study: Pass or Refer
- Theory: 60%
- Practical: 60%

Refer to: http://www.itecworld.co.uk/

Dates of examinations:

Expected date of release of results of final exam:
60 days after the Theory exam

Graduation requirements:
Student must submit 5 case studies and pass both theory and practical assessments

Expected date of conferment of award:
60 days after the Theory exam

Teacher-student ratio:
Theory: 1:50
Practical: 1:20

Fees payable & components:
- Course Fee: S$6800.00 (full amount)
- PIC claim available up to 40%
- ITEC Examination fees: S$300
- Materials fees#: Up to S$35.00
- Medical Insurance: S$70.00 (only if applicable)
- ITEC Examination Late Booking Fees: S$35.00 (only if applicable)
- Re-taking Examination Fees: S$200.00 (only if applicable)
- Result Appeal/Complaints Fees: S$110.00 (only if applicable)
- Replacement of Student ID: S$5.00 (only if applicable)
- Re-print of ITEC Certificate Fees: S$150.00 (only if applicable)
- Course Fee Late Payment Fees (1%): S$18.00 (only if applicable)

#Material fees include School uniform.

Fee collection schedule:
For cheque payments are payable to: SPATEC ACADEMY PTE LTD
For escrow payments cheque payments are payable to: SPATEC ACADEMY PTE LTD – FPS ESCROW

Fee refund policy:
Refer to Refund Policy

Additional Remarks (if any):
Level 3 Diploma in Hairdressing
Module:

- Practical in Chinese Language
- Theory – Anatomy and Physiology in Chinese Language