DOUGLAS
Education Center

130 Seventh Street
Monessen, PA 15062
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Articulation Agreement Between Douglas Education Center And

Butler County Area Vocational-Technical School (BCAVTS)
210 Campus Ln. Butler, PA 16001

Purpose:

In order to provide secondary school students with a continuation of education devoid of unnecessary duplication of instruction and delay in attaining educational career objectives, Douglas Education Center and **BCAVTS** have entered into this articulation agreement for the programs and/or courses listed below.

Awarding of Credit – Cosmetology Program

Before advanced standing can be awarded in the Cosmetology Program at Douglas Education Center, the following conditions must be met.

1. Applicants must have attained at least 450 reported hours to the State Board of Cosmetology and verification must be submitted to Douglas Education Center.
2. Applicants must meet all of Douglas Education Center's requirements for admission.
3. Students must have received a B (3.0) or higher to receive advanced standing.
4. Students will need a letter of recommendation from one instructor in their program of study.
5. Application for advanced standing must be made within two (2) years of graduation from **BCAVTS**. If more than two (2) years have lapsed, acceptance of credit will be at the discretion of Douglas Education Center.
6. Upon review of the student's proficiency levels on the attached form, the student **may** be given advanced standing for one or both of the following semesters, as outlined below:

		Semester 1			Semester 2
Credits	**Hours**	**Course**	**Credits**	**Hours**	**Course**
7	195	CO101 Chemicals I	2	75	CO106 Chemicals II
1	45	CO102 Professional Practices/Salon Management I	1	45	CO107 Professional Practices/Salon Management II
1	45	CO103 Science I	4	105	CO108 Hair Design/Hair Sculpture II
3	105	CO104 Hair Design/Hair Sculpture I	7	225	CO109 Clinic I
2	60	CO105 Nails and Skin			

7. This agreement will commence upon the date of execution of this agreement and shall continue until such time as the agreement is terminated. This agreement may be terminated in whole or in part by either party serving the other with written notice one semester in advance.

Curriculum:

Curriculum, including competencies, is subject to review annually by **BCAVTS** and Douglas Education Center. Each school may determine it to be necessary to revise their curriculum to maintain up-to-date content.

Signatures:

Chief Academic Officer, Douglas Education Center — Date: 4/7/25

~~Principal~~/ School Official of High School or Technical School Executive Director — Date: MAY 05 2025

Douglas Education Center

Competency List for

CO101 Chemicals I

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. **Not introduced**
2. **Knowledge**
3. **Application**
4. **Competency**
5. **Proficiency**

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Possess the basic skills needed to prepare and understand the formulas and methods to formulate and/or understand hair color, relaxers, and chemical processes.
					2. Perform applications of hair color.
					3. Understand universal safety precautions when applying color.
					4. Possess the skills necessary to execute a double process blonde.
					5. Understand when and why fillers are used.
					6. Perform basic highlighting techniques including cap and foils.
					7. Understand the cycle of hair growth and its structure.
					8. Be able to identify different hair disorders and how to treat them.
					9. Be able to identify hair diseases.
					10. Possess the skills necessary to perform any type of shampoo service.
					11. Be able to execute multiple perm wraps.
					12. Students should have completed a complete permanent wave on a mannequin following manufacturer's instructions.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO102 Professional Practices/Salon Management I

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. **Not introduced**
2. **Knowledge**
3. **Application**
4. **Competency**
5. **Proficiency**

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Understand how to effectively manage his or her clientele in the salon.
					2. Act in a professional manner in the workplace and with clients.
					3. Handle aspects of maintaining clients.
					4 Understand how your values and your clients' values allow you to provide better service.
					5. Understand the service cycle.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO103 Science I

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. **Not introduced**
2. **Knowledge**
3. **Application**
4. **Competency**
5. **Proficiency**

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Possess the basic understanding in Microbiology.
					2. Identify bones, muscle and nerves that pertain to cosmetology.
					3. Understand the reasoning behind the skills needed to perform cosmetology functions as applied to the human body.
					4. Know how chemicals used in cosmetology react and interact and what chemicals may be used in conjunction with other chemicals
					5. Recognize the structure and function of bacteria and viruses by their types.
					6. List simple safety and first aid applications for minor burns, cuts, choking, eye injury, and fainting procedures.
					7. Identify the procedures and precautions for infection control procedures used in schools and salons.
					8. Explain the relationship and function of cells, tissues, and primary organs within the human body.
					9. Identify the structure, function and primary cosmetological significance, where appropriate, of 8 major body systems.
					10. Define and discuss electricity; describe the safety measures to be followed when using electrical appliances.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO104 Hair Design/Hair Sculpture I

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. **Not introduced**
2. **Knowledge**
3. **Application**
4. **Competency**
5. **Proficiency**

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Correctly identify and handle all types of hair shaping implements. (shears, razor, clippers)
					2. Possess the skills necessary to execute basic haircuts and finishing designs.
					3. Understand the components of design and how to complete a client consultation.
					4. Understand the parts of a pin curl and their uses.
					5. Correct use of a marcel curling iron, and blow dryer.
					6. Understand the different types of rollers and their uses.
					7. Demonstrate proper applications of molding and finger waving.
					8. Understand the four basic haircuts. (0',90',45', 180')
					9. Demonstrate proper cutting procedures with shears, razor or clippers.
					10. Demonstrate how to do a comb-out.
					11. Understand different hair textures and how to execute a press and curl.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO105 Nails and Skin

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. **Not introduced**
2. **Knowledge**
3. **Application**
4. **Competency**
5. **Proficiency**

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Understand the fundamentals of nail care, its disorders and diseases, what we can treat and what we must refer to a physician.
					2. Understand the fundamentals of skin care, its disorders and diseases, what we can treat and what we must refer to a physician.
					3. Understand the fundamentals of makeup and be able to apply a basic makeup application.
					4. Understand the functions of the skin and apply a basic facial with a makeup application.
					5. Understand the various skin types and proper maintenance of each skin type.
					6. Understand and successfully execute a basic manicure and pedicure.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO106 Chemicals II

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. Not introduced
2. Knowledge
3. Application
4. Competency
5. Proficiency

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Possess the skills needed to formulate and apply color based on corrective color scenarios.
					2. Perform advanced highlighting techniques including Balayage, Hombre', and different foiling techniques.
					3. Perform chemical relaxer services including, sodium and thio based products as well as reformation curl.
					4. Know the PA state laws for cosmetology.
					5. Know Pa Title 49 Pa code as it pertains to cosmetology.
					6. Successfully pass a state law exam.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO107 Professional Practices/Salon Management II

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The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. Not introduced
2. Knowledge
3. Application
4. Competency
5. Proficiency

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Students must know how to design a salon following Pa state law.
					2. Students must understand the cost of equipment.
					3. Students must analyze the costs involved when performing each service.
					4. Students should have created a service menu for their salon.

Instructor **Date** **Counselor/Administrator** **Date**

Douglas Education Center

Competency List for

CO108 Hair Design/Hair Sculpture II

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
Douglas Education Center
130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. Not introduced
2. Knowledge
3. Application
4. Competency
5. Proficiency

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Correctly identify and handle all types of hair shaping implements. (shears, razor, clippers)
					2. Possess the skills necessary to execute advanced mens haircutting.
					3. Understand the components of design and how to complete a client consultation.
					4. Possess the skills necessary to execute different types of braiding techniques.
					5. Possess the skills and knowledge to execute different types of hair extensions, including sewn in tracks, hair fusions, and glued in tracks.
					6. Possess skills necessary to execute wedding, prom and more formal updos.

Instructor **Date** **Counselor/Administrator** **Date**

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Competency List for

CO109 Clinic I

Please assess each competency by checking appropriate box, sign and date, then forward to:

The Admissions Office
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130 Seventh Street
Monessen, PA 15062

Student Name **S/S Number**

1. Not introduced
2. Knowledge
3. Application
4. Competency
5. Proficiency

Student must have reached proficiency level five (5) in each skill area to receive advanced standing for the course:

1	2	3	4	5	
					1. Understand how to correctly set up a work station.
					2. Know how to greet clients in a professional manner.
					3. Know how to do a complete client consultation.
					4. Possess the skills necessary to execute all hair care services learned

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Instructor **Date** **Counselor/Administrator** **Date**