## Child Development

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Program Requirements Guide 2020 - 2021

Child Development Careers AAS DEGREE

Program Overview
This program is designed to prepare individuals for employment as a teacher in a variety of early childhood settings. Students will learn how to promote and communicate knowledge of child development; create healthy, respectful and challenging learning environments; create and maintain respectful and supportive relationships with children, families, staff, and community members; use observation skills to enhance teaching; and design and implement developmentally and culturally appropriate activities and curriculum. Lab and Practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities
Graduates of the Child Development AAS program will qualify to teach at a child care center, preschool program, before/after-school program, a family child care home or nanny, as well as a Lead Teacher in a Head Start program, a teacher assistant or education assistant (paraprofessional) in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (in a hospital setting). The AAS degree meets Minnesota Department of Human Services educational requirements for child care providers. The demand for trained child development professionals continues to increase as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2026.

Program Faculty
Students should consult with the Program Faculty each semester.

Kelly McKown
kelly.mckown@saintpaul.edu

Part-time/Full-time Options
Part-time and full-time options are available. Evening, Saturday, and online courses are also available.

Program Requirements
☐ Check off when completed

Course
☐ CDEV 1200 Introduction to Early Childhood Education ........................................... 3
☐ CDEV 1210 Child Growth and Development ......................................................... 3
☐ CDEV 1220 Health, Safety and Nutrition ................................................................. 3
☐ CDEV 1230 Guiding Children's Behavior ................................................................. 3
☐ CDEV 1250 Learning Environments & Experiences ............................................... 3
☐ CDEV 1270 Working with Diverse Children and Families ...................................... 3
☐ CDEV 1610 Observation and Assessment Not offered every semester, see Faculty
☐ CDEV 1640 Curriculum Planning Not offered every semester, see Faculty
☐ CDEV 1910 Practicum 1 ......................................................................................... 3
☐ CDEV 2300 Introduction to Language and Literacy ................................................. 3
☐ CDEV 2640 Working with Exceptional Learners .................................................... 3
☐ CDEV 2650 Organizational Leadership & Management ........................................... 3
Subtotal ...................................................................................................................... 40

General Education/MnTC Requirements Cr
Refer to the Minnesota Transfer Curriculum Course List for each Goal Area
☐ Goal 1: Communication ................................................................. 7
☐ ENGL 1711 Composition 1 – 4 cr
☐ COMM 17XX – 3 cr
☐ Goal 3 or Goal 4 .............................................................................. 3
☐ Goal 3: Natural Sciences OR
☐ Goal 4: Mathematical/Logical Reasoning
☐ Goal 5: History, Social Science and Behavioral Sciences ..................................... 3
☐ SOCI 1720 Social Problems OR SOCI 1730
☐ Sociology of Families & Relationships (recommended)
☐ Goal 6: Humanities and Fine Arts ......................................................... 3
☐ Goals 1-10 of the Minnesota Transfer Curriculum .................................................. 4
☐ Select a minimum of 4 additional credits
☐ General Education Requirements ................................................................ 20

Total Program Credits ................................................................................... 60

Program Start Dates
Fall, Spring, Summer

Course Sequence
The course sequence on the back of this guide is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

See back of this guide for Course Sequence & Transfer Opportunities

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 250+ or grade of “C” or better in READ 0722
Writing: Score of 250+ or grade of “C” or better in ENGL 0922
Arithmetic: Score of 225+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change.
This Program Requirements Guide is not a contract.
Course Sequence

The course sequence is recommended for a full-time student; however, this sequence is not required.
Not all courses are offered each semester; a selection of courses is offered summer term.
Students should consult with the Program Faculty each semester.

First Semester
CDEV 1200 Introduction to Early Childhood Education .............................................. 3
CDEV 1210 Child Growth and Development ............................................................... 3
CDEV 1220 Health, Safety and Nutrition .................................................................. 3
CDEV 1230 Guiding Children’s Behavior .................................................................. 3
CDEV 1250 Learning Environments & Experiences ...................................................... 3
Total Semester Credits ......................................................................................... 15

Second Semester
CDEV 1610 Observation and Assessment .................................................................. 3
Not offered every semester, see Faculty
CDEV 1640 Curriculum Planning ............................................................................ 3
Not offered every semester, see Faculty
Goal 1: ENGL 1711 Composition 1 ......................................................................... 4
Goal 1: COMM 17XX ............................................................................................... 3
Goal 3: Natural Sciences
OR Goal 4: Mathematical/Logical Reasoning ......................................................... 3
Total Semester Credits ......................................................................................... 16

Third Semester
CDEV 1270 Working with Diverse Children and Families ........................................ 3
CDEV 1910 Practicum 1 ............................................................................................ 3
CDEV 2640 Working with Exceptional Learners ......................................................... 3
Not offered every semester, see Faculty
Goal 5: History, Social Sciences and Behavioral Sciences ...................................... 3
Goal 6: Humanities and Fine Arts ........................................................................... 3
Total Semester Credits ......................................................................................... 15

Fourth Semester
CDEV 2300 Introduction to Language and Literacy .................................................. 3
Not offered every semester, see Faculty
CDEV 2620 Practicum 2 ............................................................................................ 4
Not offered every semester, see Faculty
CDEV 2650 Organizational Leadership & Management .......................................... 3
Goals 1-10: Minnesota Transfer Curriculum ............................................................ 4
Total Semester Credits ......................................................................................... 14

Total Program Credits ......................................................................................... 60

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.
For more information please go to saintpaul.edu/Transfer.

Child Development Careers AAS
BA Child Development
Concordia University, St. Paul
BA Family Science
Concordia University, St. Paul
BA Health Care Administration
Concordia University, St. Paul
BA Individualized Studies
Metropolitan State University
BS Healthcare and Human Service Management
Saint Mary’s University, Twin Cities Campus
Program Requirements Guide 2020 - 2021

Child Development Careers ASL AS DEGREE

Program Overview
This program is intended primarily for students who plan to transfer to another college or university to complete a bachelor's degree in Early Childhood or related field. Students will learn about child development, guidance, health and safety, cultural sensitivity, and professional relations, as well as liberal arts education. Lab and Practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities
Graduates of the Child Development Careers ASL AS Degree program may seek further education to earn a degree in early childhood education, early childhood special education, child development and family studies, psychology, or social work, but will also qualify to work at a child care center or preschool program, a family child care home or nanny, as well as a teacher in a Head Start program, a teacher assistant or education assistant in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (working with children in a hospital setting).

Since this degree has a focus on using ASL in an early childhood setting, it increases employability for our graduates. If students go on for more education, the career opportunities (and pay scale) also increase. The demand for trained child development professionals continues to increase as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2026.

Program Outcomes
1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.
6. Graduates will have hands-on training in a variety of Child Development settings.
7. Graduates will possess the knowledge and skills for immediate employment in the Child Development field.
8. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty
Students should consult with the Program Faculty each semester.
Kelly McKown
kelly.mckown@saintpaul.edu

Part-Time/Full-time Options
Part-time and full-time options are available. Evening, Saturday, and online courses are also available.

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 250+ or grade of "C" or better in READ 0722
Writing: Score of 250+ or grade of "C" or better in ENGL 0922
Arithmetic: Score of 250+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Program Requirements
☐ Check off when completed

Course                      Cr
☐ CDEV 1200 Introduction to Early Childhood Education                     3
☐ CDEV 1210 Child Growth and Development                                  3
☐ CDEV 1220 Health, Safety and Nutrition                                  3
☐ CDEV 1230 Guiding Children's Behavior                                   3
☐ CDEV 1250 Learning Environments and Experiences                           3
☐ CDEV 1270 Working with Diverse Children and Families                    3
☐ CDEV 1610 Observation and Assessment                                     3
☐ CDEV 2300 Introduction to Language and Literacy                           3
☐ CDEV 2640 Working with Exceptional Learners                             3
☐ CDEV 2630 Practicum 1: Special Settings/ASL                             3
Subtotal                                                                30

General Education/MnTC Requirements

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area
☐ Goal 1: Communication ........................................................................ 7
☐ Goal 3 or Goal 4 .................................................................................. 3
☐ Goal 5: History, Social Science and Behavioral Sciences .................... 3
☐ Goal 6: Humanities and Fine Arts .................................................... 3
☐ Goal 8: Global Perspective ................................................................ 6
☐ ASLS 1411 American Sign Language 1
☐ ASLS 1412 American Sign Language 2
☐ Goals 1-10 of the Minnesota Transfer Curriculum ............................ 8
Select a minimum of 8 additional credits
☐ ASLS 1413 American Sign Language 3
☐ ASLS 1414 American Sign Language 4
☐ ASLS 1435 Deaf Studies/Culture

General Education Requirements ................................................................ 30

Total Program Credits ........................................................................... 60

See back of this guide for Program Start Dates, Course Sequence & Transfer Opportunities
Course Sequence

The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term. Students should consult with the Program Faculty each semester.

First Semester
- CDEV 1200 Introduction to Early Childhood Education ............................... 3
- CDEV 1210 Child Growth and Development .............................................. 3
- CDEV 1220 Health, Safety and Nutrition .................................................... 3
- CDEV 1230 Guiding Children's Behavior .................................................... 3
- CDEV 1250 Learning Environment and Experiences .................................... 3
Total Semester Credits .................................................. 15

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1220, and 1230 must be completed before taking other CDEV courses.

Second Semester
- CDEV 1270 Working with Diverse Children and Families .......................... 3
- CDEV 1610 Observation and Assessment .................................................... 3
- ASLS 1411 American Sign Language 1 .................................................. 3
- Goal 1: ENGL 1711 Composition 1 .................................................. 4
- Goal 1: COMM 17XX .................................................. 3
Total Semester Credits .................................................. 16

Third Semester
- ASLS 1412 American Sign Language 2 .................................................. 3
- CDEV 2300 Introduction to Language and Literacy ........................................ 3
- CDEV 2640 Working with Exceptional Learners ........................................... 3
- Goal 3: Natural Sciences
  OR Goal 4: Mathematical/Logical Reasoning ........................................... 3
- Goal 5: History, Social Sciences and Behavioral Sciences ............................. 3
Total Semester Credits .................................................. 15

Fourth Semester
- CDEV 2630 Practicum 1: Special Settings/ASL ........................................... 3
- Goal 6: Humanities and Fine Arts .................................................. 3
- Goals 1-10: Minnesota Transfer Curriculum ............................................ 8
Total Semester Credits .................................................. 14

Total Program Credits .................................................. 60

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Child Development Careers ASL AS
BA  Health Care Administration
  Concordia University, St. Paul
BA  Individualized Studies
  Metropolitan State University
BS  Healthcare and Human Service Management
  Saint Mary’s University,
  Twin Cities Campus
**Program Overview**
This program is designed to prepare individuals for employment in entry-level early childhood education positions. Students will learn about child development, guidance, health and safety, professional relations, and strategies for promoting learning in young children.

Lab and practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma or GED and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

**Career Opportunities**
Graduates of the Child Development Diploma program will qualify to work at a child care center, preschool program, before/after-school program, a family child care home or nanny. This diploma meets Minnesota Department of Human Services educational requirements for child care providers. The demand for trained child development professionals continues to increase as more and more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2026.

**Program Outcomes**
1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.

**Program Faculty**
Students should consult with the Program Faculty each semester.

Kelly McKown  
kelly.mckown@saintpaul.edu

**Part-time/Full-time Options**
Part-time and full-time options are available. Evening, Saturday, and online courses are also available.

**Program Requirements**
- Check off when completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDEV 1200 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>CDEV 1210 Child Growth and Development</td>
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</tr>
<tr>
<td>CDEV 1220 Health, Safety and Nutrition</td>
<td>3</td>
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<tr>
<td>CDEV 1230 Guiding Children's Behavior</td>
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<tr>
<td>CDEV 1250 Learning Environments &amp; Experiences</td>
<td>3</td>
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<tr>
<td>CDEV 1270 Working with Diverse Children and Families</td>
<td>3</td>
</tr>
<tr>
<td>CDEV 1610 Observation and Assessment</td>
<td>3</td>
</tr>
<tr>
<td>CDEV 1640 Curriculum Planning</td>
<td>3</td>
</tr>
<tr>
<td>CDEV 1910 Practicum 1</td>
<td>3</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>27</strong></td>
</tr>
</tbody>
</table>

**General Education Requirements**

| Goal 1: Communication                       | 4  |
| Goal 5: History, Social Science and Behavioral Sciences | 4  |
| PSYC 1710 General Psychology (recommended)  | 3  |
| **General Education Requirements**          | **8** |

**Total Program Credits** 35

**Minimum Program Entry Requirements**
Students entering this program must meet the following minimum program entry requirements:
- **Reading**: Score of 250+ or grade of “C” or better in READ 0722
- **Writing**: Score of 250+ or grade of “C” or better in ENGL 0922
- **Arithmetic**: Score of 225+

**Assessment Results and Prerequisites**
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

**Program Start Dates**
Fall, Spring, Summer

**Course Sequence**
The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

**First Semester**
- CDEV 1200 Introduction to Early Childhood Education 3
- CDEV 1210 Child Growth and Development 3
- CDEV 1220 Health, Safety and Nutrition 3
- CDEV 1230 Guiding Children’s Behavior 3
- CDEV 1250 Learning Environments & Experiences 3
- **Total Semester Credits** 15

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1230, and 1250 must be completed before taking CDEV courses.

**Second Semester**
- CDEV 1270 Working with Diverse Children and Families 3
- CDEV 1610 Observation and Assessment 3
- CDEV 1640 Curriculum Planning 3
- CDEV 1910 Practicum 1 3
- Not offered every semester, see Faculty
- Goal 5: PSYC 1710 General Psychology (recommended) 4
- **Total Semester Credits** 13

**Third Semester**
- CDEV 1910 Practicum 1 3
- Goal 1: ENGL 1711 Composition 1 4
- **Total Semester Credits** 7

**Total Program Credits** 35

Information is subject to change.
This Program Requirements Guide is not a contract.
Program Overview

This program is designed to give students an introduction to the field of Early Childhood Education and the variety of possible career opportunities. Each of our other programs begin with the Certificate-level courses. Students will learn about child development, guidance, health and safety, professional relations, and strategies for promoting learning in young children.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development Certificate program will qualify to work at a child care center, preschool program, before/after-school program, a family child care home or nanny. This certificate meets Minnesota Department of Human Services educational requirements for child care provider. The demand for trained child development professionals continues to increase as more and more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2026.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.

Program Faculty

Students should consult with the Program Faculty each semester.

Kelly McKown
kelly.mkown@saintpaul.edu

Part-time/Full-time Options

Part-time and full-time options are available. Evening, Saturday, and online courses are also available.

Program Requirements

☑ Check off when completed

Course                      Cr
☐ CDEV 1200 Introduction to Early Childhood Education ........................................ 3
☐ CDEV 1210 Child Growth and Development ....................................................... 3
☐ CDEV 1220 Health, Safety and Nutrition ............................................................... 3
☐ CDEV 1230 Guiding Children’s Behavior .............................................................. 3
☐ CDEV 1250 Learning Environments & Experiences ............................................... 3
☐ CDEV 1270 Working with Diverse Children and Families .................................... 3
Total Program Credits ............. 18

Program Start Dates

Fall, Spring

Course Sequence

This certificate can be completed in one semester as shown in the following sequence. Not all courses are offered each semester; a selection of courses is offered summer term.

First Semester

CDEV 1200 Introduction to Early Childhood Education ........................................ 3
CDEV 1210 Child Growth and Development ....................................................... 3
CDEV 1220 Health, Safety and Nutrition ............................................................... 3
CDEV 1230 Guiding Children’s Behavior .............................................................. 3
CDEV 1250 Learning Environments & Experiences ............................................... 3
CDEV 1270 Working with Diverse Children and Families .................................... 3
Total Semester Credits .................. 18
Total Program Credits ................. 18

*This certificate can also be completed over two or more semesters.

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ on Reading Comprehension or grade of “C” or better in READ 0721

Arithmetic: Score of 225+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.
Program Requirements Guide 2020 - 2021

Early Childhood Education Transfer Pathway AS DEGREE

Program Overview
This program is intended primarily for students who plan to transfer to another college or university to complete a bachelor’s degree in Early Childhood or related field. It also prepares individuals for employment as a Teacher in a variety of early childhood settings. Students will learn about child development, guidance, health and safety, cultural sensitivity, professional relations, and curriculum planning, as well as liberal arts education. Internship opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities
Graduates of the Child Development AS program may seek further education to earn a degree in early childhood education, early childhood special education, child development and family studies, psychology, or social work, but will also qualify to work at a child care center or preschool program, a family child care home or nanny, as well as a teacher in a Head Start program, a teacher assistant or education assistant in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (hospital setting). If students go on for more education, the career opportunities (and pay scale) continue to increase.

The demand for trained child development professionals is increasing as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2026.

Program Outcomes
1. Create appropriate learning environments for each child.
2. Demonstrate effective collaboration to support families.
3. Utilize authentic assessment tools and approaches to support young children, families and inform practice.
4. Apply evidence-based, developmentally effective strategies to positively influence children’s behavior and learning.
5. Plan and implement developmentally effective curriculum to address developmental and learning outcomes of young children.
6. Comply with professional standards related to early childhood education.
7. Teach effectively in a variety of early care and education settings.

Program Faculty
Students should consult with the Program Faculty each semester.
Kelly McKown
kelly.mckown@saintpaul.edu

Part-time/Full-time Options
Evening, Saturday, and online courses are also available.

Program Requirements
☐ Check off when completed
Course                  Cr
☐ CDEV 1200 Introduction to Early Childhood Education ........ 3
☐ CDEV 1210 Child Growth and Development ........ 3
☐ CDEV 1220 Health, Safety and Nutrition .................. 3
☐ CDEV 1230 Guiding Children’s Behavior ............... 3
☐ CDEV 1250 Learning Environments and Experiences ......... 3
☐ CDEV 1270 Working with Diverse Children and Families ........ 3
☐ CDEV 1610 Observation and Assessment ............... 3
☐ Not offered every semester, see Faculty
☐ CDEV 1910 Practicum 1 .................................. 3
☐ CDEV 2300 Introduction to Language and Literacy ........ 3
☐ CDEV 2640 Working with Exceptional Learners ....... 3
☐ Subtotal ..................................................... 30

General Education/MnTC Requirements
☐ Check off when completed
Course                  Cr
☐ Goal 1: Communication ................................ 7
☐ ENGL 1711 Composition 1 – 4 cr
☐ COMM 17XX – 3 cr
☐ Goal 3 or Goal 4 ............................................. 3
☐ Goal 3: Natural Sciences OR
☐ Goal 4: Mathematical/Logical Reasoning
☐ Goal 5: History, Social Science and Behavioral Sciences ........................................ 4
☐ ANTH 1710, PSYC 1710, SOCI 1710, OR
☐ SOCI 1760 (recommended)
☐ Goal 6: Humanities and Fine Arts ................. 3
☐ Goals 1-10 of the Minnesota Transfer Curriculum ... 13
☐ Select a minimum of 13 additional credits
☐ General Education Requirements .................... 30

Total Program Credits ........................................ 60

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
Reading: Score of 250+ or grade of “C” or better in READ 0722
Writing: Score of 250+ or grade of “C” or better in ENGL 0922
Arithmetic: Score of 250+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Course Sequence
The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

Information is subject to change.
This Program Requirements Guide is not a contract.

Kelly McKown
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See back of this guide for Program Start Dates, Course Sequence & Transfer Opportunities

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Program Start Dates
Fall, Spring, Summer

Course Sequence
The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

First Semester
CDEV 1200 Introduction to Early Childhood Education ............................................. 3
CDEV 1210 Child Growth and Development ............................................................... 3
CDEV 1220 Health, Safety and Nutrition ................................................................. 3
CDEV 1230 Guiding Children’s Behavior ................................................................. 3
CDEV 1250 Learning Environments & Experiences .................................................. 3
Total Semester Credits .............................................................................................. 15

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1220, 1230, and 1250 must be completed before taking CDEV courses.

Second Semester
CDEV 1270 Working with Diverse Children and Families ............................................ 3
CDEV 1630 Observation and Assessment ................................................................. 3
Not offered every semester, see Faculty
CDEV 2300 Introduction to Language and Literacy .................................................... 3
Goal 1: ENGL 1711 Composition 1 ................................................................. 4
Goal 3: Natural Sciences
OR Goal 4: Mathematical/Logical Reasoning ...................................................... 3
Total Semester Credits .............................................................................................. 16

Third Semester
CDEV 1910 Practicum 1 .......................................................................................... 3
CDEV 2640 Working with Exceptional Learners .......................................................... 3
Goal 1: COMM 17XX ....................................................................................... 3
Goal 5: History, Social Sciences and Behavioral Sciences ....................................... 3
Goal 6: Humanities and Fine Arts ......................................................................... 3
Total Semester Credits .............................................................................................. 15

Fourth Semester
Goals 1-10: Minnesota Transfer Curriculum .......................................................... 14
Total Semester Credits .............................................................................................. 14

Total Program Credits .............................................................................................. 60

Transfer Opportunities
Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Child Development Careers AS
BA Child Development
Concordia University, St. Paul
BA Family Science
Concordia University, St. Paul
BA Health Care Administration
Concordia University, St. Paul
BA Individualized Studies
Metropolitan State University
BAS Urban Early Childhood Education
Metropolitan State University
BS Early Childhood Education
Southwest Minnesota State University
BS Healthcare and Human Service Management
Saint Mary’s University, Twin Cities Campus
Program Overview
The Cosmetology AAS degree meets the requirements for licensure by the Minnesota Board of Cosmetologist Examiners and provides transferrable credits towards a two- or four-year degree in liberal arts and sciences.

Cosmetology services include the cleaning, conditioning, shaping, reinforcing, coloring and enhancing of the body surface in the areas of head, scalp, face, arms, hands, legs and feet. Science courses provide a good background for the skills taught in hair analysis and treatment. Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations and artistic flair for creative design. The professional cosmetologist should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities
The job outlook is good for cosmetologists, estheticians and nail technicians. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full-service spas will generate numerous job openings for cosmetologists skilled in hair, skin, and nails.

After cosmetology students complete 1550 hours of skills and theory training and pass the written exam given through the State designated testing service and skills certification, they are eligible for licensure through the Minnesota Board of Cosmetologist Examiners. Cosmetologists work in a variety of settings including beauty salons and full-service spas.

Program Outcomes
1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State Cosmetology written exam and state law test administered through the State designated testing service (access through www.bceboard.state.mn.us).
3. Graduates will have knowledge and skills in cosmetology services (hair, nails and skin).
4. Graduates will have knowledge and skills in salon operations.
5. Graduates will be prepared for employment as Cosmetologists.
6. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty
Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Full-time
Students attend full-time and can complete the program in four semesters.

Licensure
This program meets Minnesota Board of Cosmetologist Examiners requirements.

Textbook and Supply Costs
Students should expect to spend approximately $3,700.00 for cosmetology kits, supplies, and books. This cost is in addition to tuition and fees.

Program Requirements
☑ Check off when completed
☐ Required Program Orientation. All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a orientation.

Courses

<table>
<thead>
<tr>
<th>Courses</th>
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</tr>
</thead>
<tbody>
<tr>
<td>CHSN 1698 Body Systems &amp; Diseases</td>
<td>3</td>
</tr>
<tr>
<td>CHSN 1699 Preclinic Introduction</td>
<td>3</td>
</tr>
<tr>
<td>COSM 1601 Preclinic Hair Care 1</td>
<td>3</td>
</tr>
<tr>
<td>COSM 1602 Preclinic Hair Care 2</td>
<td>3</td>
</tr>
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<td>3</td>
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<td>3</td>
</tr>
<tr>
<td>COSM 1605 Preclinic Hair Color</td>
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<td>COSM 1606 Preclinic Chemical Control</td>
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<tr>
<td>COSM 1620 Advanced Hair Care</td>
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<tr>
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<tr>
<td>COSM 1902 Clinic 2 for Cosmetology Majors</td>
<td>3</td>
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<tr>
<td>COSM 1903 Clinic 3 for Cosmetology Majors</td>
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<tr>
<td>COSM 1904 Clinic 4 for Cosmetology Majors</td>
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<tr>
<td>COSM 1905 Clinic 5 for Cosmetology Majors</td>
<td>3</td>
</tr>
<tr>
<td>COSM 1906 Clinic 6 for Cosmetology Majors</td>
<td>3</td>
</tr>
<tr>
<td>COSM 1907 Clinic 7 for Cosmetology Majors</td>
<td>3</td>
</tr>
</tbody>
</table>

General Education Requirements ............. 49

Required Technical Electives               3

Select 3 credits from the following Technical Electives to complete the required 1550 hours needed for licensure:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>COSM 1951 Salon Operations 1</td>
<td>1</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
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</tr>
<tr>
<td>COSM 1952 Salon Operations 2</td>
<td>2</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
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</tr>
<tr>
<td>COSM 1953 Salon Operations 3</td>
<td>3</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
<td></td>
</tr>
<tr>
<td>COSM 1954 Salon Operations 4</td>
<td>4</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
<td></td>
</tr>
<tr>
<td>COSM 1955 Salon Operations 5</td>
<td>5</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
<td></td>
</tr>
<tr>
<td>COSM 1956 Salon Operations 6</td>
<td>6</td>
</tr>
<tr>
<td>for Cosmetology/Nail Technician Majors</td>
<td></td>
</tr>
</tbody>
</table>

See back of this guide for Course Sequence & Transfer Opportunities

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area
☐ Goal 1: Communication .............................. 7
| Goal 2: Social Science and Cultural Diversity | 3   |
| Goal 3: Natural Sciences                     | 3   |
| Goal 4: Mathematical/Logical Reasoning       | 3   |
| Goal 5: History, Social Science and          | 3   |
| Behavioral Sciences                          |     |
| Goal 6: Humanities and Fine Arts            | 3   |

General Education Requirements ...... 16

Total Program Credits .................. 68

Additional Requirements
Be prepared to purchase student cosmetology kits the first day of class from the book store. Financial aid must have been completed.

All books MUST be purchased before classes begin.

Cosmetology Student Handbook/Agreement Form
All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you must print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester.

Please direct questions to the assigned instructor of your first class.

Course Sequence
The course sequence listed on the back of this guide is recommended for a full-time student; however, this sequence is not required. Contact Program Faculty with questions.
Program Start Dates
Fall, Spring,
Summer – online only CHSN 1698 & CHSN 1699

Course Sequence
Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology AAS Degree Program. The General Education courses (16 credits) may be taken during the Semester/Term of student’s choice or after completion of Technical Requirement courses.

IF YOU START THE PROGRAM
FALL OR SPRING SEMESTER:
Course Cr/HR
First Semester
CHSN 1698 Body Systems & Diseases .......... 3/80
CHSN 1699 Preclinic Introduction .......... 3/80
COSM 1601 Preclinic Hair Care .......... 3/96
COSM 1602 Preclinic Hair Care .......... 3/80
COSM 1603 Preclinic Nail Care .......... 3/80
COSM 1604 Preclinic Skin Care .......... 3/80
COSM 1901 Clinic 1 for Cosmetology Majors .... 3/96
COSM 1902 Clinic 2 for Cosmetology Majors .... 3/96
COSM 1903 Clinic 3 for Cosmetology Majors .... 3/96
Total Semester Credits . . . . . . . . . . . . . . 27/784

Second Semester
COSM 1605 Preclinic Hair Color .......... 3/80
COSM 1606 Preclinic Chemical Control .......... 3/80
COSM 1620 Advanced Hair Care .......... 4/128
COSM 1904 Clinic 4 for Cosmetology Majors .... 3/96
COSM 1905 Clinic 5 for Cosmetology Majors .... 3/96
COSM 1906 Clinic 6 for Cosmetology Majors .... 3/96
COSM 1951 Salon Operations 1 for Cosmetology/Nail .......... 1/32
Total Semester Credits . . . . . . . . . . . . . . 20/608

Third Semester
COSM 1907 Clinic 7 for Cosmetology Majors .... 3/96
COSM 1952 Salon Operations 2 for Cosmetology/Nail Tech Majors .......... 2/64
Total Semester Credits . . . . . . . . . . . . . . 5/160
Subtotal Program Credits . . . . . . . . . . . . . . 52/1552

Any Semester
Goal 1: ENGL 1711 Composition 1 .......... 4
Goal 1: COMM 17XX (COMM 1720 -Interpersonal Communication recommended) .......... 3
Goal 3 or 4: Natural Sciences
OR Mathematical/Logical Reasoning .......... 3
Goal 5: History, Social Science and Behavioral Sciences .......... 3
Goal 6: Humanities and Fine Arts .......... 3
General Education Requirements .......... 16
Total Program Credits: . . . . . . . . . . . . . . 68/1552

Transfer Opportunities
Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Cosmetology AAS
BA Health Care Administration
   Concordia University, St. Paul
BA Individualized Studies
   Metropolitan State University

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 250+ or grade of “C” or better in READ 0722
Writing: Score of 250+ or grade of “C” or better in ENGL 0922
Arithmetic: Score of 225+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change.
This Program Requirements Guide is not a contract.
Program Overview
The Cosmetology Diploma program meets the requirements for licensure by the Minnesota Board of Cosmetologist Examiners. Cosmetology services include the cleaning, conditioning, shaping, reinforcing, coloring and enhancing of the body surface in the areas of head, scalp, face, arms, hands, legs and feet. Science courses provide a good background for the skills taught in hair analysis and treatment. Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations and artistic flair for creative design. The professional cosmetologist should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities
The job outlook is good for cosmetologists. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full-service spas will generate numerous job openings for cosmetologists skilled in hair, skin, and nails.

After cosmetology students complete 1550 hours of skills and theory training and pass the written exam given through the State designated testing service (access through www.bceboard.state.mn.us). The State designated testing service (access through www.bceboard.state.mn.us) is administered through the Minnesota Board of Cosmetologist Examiners. Cosmetologists work in a variety of settings including beauty salons and full service spas.

Program Outcomes
1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State Cosmetology written exam and state law test administered through the State designated testing service (access through www.bceboard.state.mn.us).
3. Graduates will have knowledge and skills in cosmetology services (hair, nails and skin).
4. Graduates will have knowledge and skills in salon operations.
5. Graduates will be prepared for employment as Cosmetologists.
6. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty
Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Full-time
Students attend full-time and can complete the program in three semesters.

Licensure
This program meets Minnesota Board of Cosmetologist Examiners requirements.

Textbook and Supply Costs
Students should expect to spend approximately $3,700.00 for cosmetology kits, supplies, and books. This cost is in addition to tuition and fees.

Program Requirements
☐ Check off when completed
☐ Required Program Orientation. All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a location.

Courses              Cr
☐ CHSN 1698 Body Systems & Diseases .............. 3
☐ CHSN 1699 Preclinic Introduction ................. 3
☐ COSM 1601 Preclinic Hair Care 1 .................. 3
☐ COSM 1602 Preclinic Hair Care 2 .................. 3
☐ COSM 1603 Preclinic Nail Care ...................... 3
☐ COSM 1604 Preclinic Skin Care ...................... 3
☐ COSM 1605 Preclinic Hair Color ..................... 3
☐ COSM 1606 Preclinic Chemical Control ............ 3
☐ COSM 1620 Advanced Hair Care ..................... 4
☐ COSM 1901 Clinic 1 for Cosmetology Majors ...... 3
☐ COSM 1902 Clinic 2 for Cosmetology Majors ...... 3
☐ COSM 1903 Clinic 3 for Cosmetology Majors ...... 3
☐ COSM 1904 Clinic 4 for Cosmetology Majors ...... 3
☐ COSM 1905 Clinic 5 for Cosmetology Majors ...... 3
☐ COSM 1906 Clinic 6 for Cosmetology Majors ...... 3
☐ COSM 1907 Clinic 7 for Cosmetology Majors ...... 3

Subtotal ............................................ 49

Required Technical Electives
Select 3 credits from the following Technical Electives to complete the required 1550 hours needed for licensure:

COSM 1951 Salon Operations 1
for Cosmetology/Nail Technician Majors .............. 1
COSM 1952 Salon Operations 2
for Cosmetology/Nail Technician Majors .............. 2
COSM 1953 Salon Operations 3
for Cosmetology/Nail Technician Majors .............. 3
COSM 1954 Salon Operations 4
for Cosmetology/Nail Technician Majors .............. 4
COSM 1955 Salon Operations 5
for Cosmetology/Nail Technician Majors .............. 5
COSM 1956 Salon Operations 6
for Cosmetology/Nail Technician Majors .............. 6

Minimum Program Start Dates & Course Sequence

Program Faculty with questions.

See back of this guide for Program Start Dates & Course Sequence

Assessment Results and Prerequisites: Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change. This Program Requirements Guide is not a contract.
Program Requirements Guide

Cosmetology DIPLOMA (continued)

Program Start Dates
Fall, Spring,
Summer – online only CHSN 1698 & CHSN 1699

Course Sequence
Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology Diploma Program. The General Education Requirement (3 credits) may be taken during the Semester/Term of student’s choice.

IF YOU START THE PROGRAM
FALL OR SPRING SEMESTER:

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr/HR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
</tr>
<tr>
<td>CHSN 1698 Body Systems &amp; Diseases</td>
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</tr>
<tr>
<td>CHSN 1699 Preclinic Introduction</td>
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<td>COSM 1603 Preclinic Nail Care</td>
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</tr>
<tr>
<td><strong>Total Semester Credits</strong></td>
<td>27/784</td>
</tr>
</tbody>
</table>

| **Second Semester**                         |       |
| COSM 1605 Preclinic Hair Color              | 3/80  |
| COSM 1606 Preclinic Chemical Control        | 3/80  |
| COSM 1620 Advanced Hair Care                | 4/128 |
| COSM 1904 Clinic 4 for Cosmetology Majors   | 3/96  |
| COSM 1905 Clinic 5 for Cosmetology Majors   | 3/96  |
| COSM 1906 Clinic 6 for Cosmetology Majors   | 3/96  |
| COSM 1951 Salon Operations 1                | 1/32  |
| for Cosmetology/Nail                        |       |
| **Total Semester Credits**                  | 20/608|

| **Third Semester**                          |       |
| COSM 1907 Clinic 7 for Cosmetology Majors   | 3/96  |
| COSM 1952 Salon Operations 2                | 2/64  |
| for Cosmetology/Nail Tech Majors            |       |
| **Total Semester Credits**                  | 5/160 |
| **Subtotal Program Credits**                | 52/1552|

**ANY SEMESTER**
General Education Requirements (Semester of Choice)
Goal 1: COMM 17XX (COMM 1720 - Interpersonal Communication recommended) 3
**General Education Requirements** 3

**Total Program Credits** 55/1552
Program Overview
Nail Technician services include the cleaning, shaping, conditioning and care for the fingers, hands, toes and feet as well as the preparation and application of artificial nails.

Eyelash extensions will cover theoretical instruction and the practical application of eyelash extensions.

Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations, and artistic flair for creative design. The nail technician should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities
The job outlook is very good for nail technicians. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full service spas will generate numerous job openings for nail technicians.

After Nail Care Technician students complete 350 hours of skill and theory training and pass the written exam given through the State designated testing service, and skills certification they are eligible for licensure from the Minnesota Board of Cosmetologist Examiners. Nail technicians work in beauty salons, nail salons and spas.

Program Outcomes
1. Graduates will be prepared to perform natural nail services including manicuring and pedicuring.
2. Graduates will be prepared to perform the application and removal of eyelash extensions.
3. Graduates will be prepared to perform touch-up eyelash extensions applications.
4. Graduates will have knowledge of decontamination and sanitation procedures used for the protection of the client and the operator.
5. Graduates will be prepared to perform artificial services including tips, acrylic and free-forms.

Program Faculty
Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Full-time
Students may complete the program in one semester. Consult with Cosmetology Instructor to develop a plan.

Additional Costs
Students should expect to spend approximately $700.00 for nail care kits, supplies and books. This cost is in addition to tuition and fees. There is an additional fee to take the licensure exam.

Program Requirements
☐ Check off when completed
☐ Required Program Orientation
All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a orientation.

Course Course Cr/HR
☐ CHSN 1698 Body Systems & Diseases on-line 4/80
☐ CHSN 1699 Preclinic Introduction
Online COSM 4/80
☐ COSM 1603 Preclinic Nail Care 3/80
☐ COSM 1908 Clinic 1 for Nail Technicians 3/96
☐ COSM 1952 Salon Operations 2 for Cosmetology/Nail Technician Majors 2/64

Total Program Credits 16/400

☐ Select from the following electives as needed:
☐ CHSN 1951 Salon Operations 1 for Cosmetology/Nail Technician Majors 1
☐ CHSN 1953 Salon Operations 3 for Cosmetology/Nail Technician Majors 3

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
Reading: Score of 225+
Arithmetic: Score of 225+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

This Program Requirements Guide is not a contract.
**Program Requirements Guide**

**Nail Care Technician CERTIFICATE**

**Program Overview**
Nail Technician services include the cleaning, shaping, conditioning and care for the fingers, hands, toes and feet as well as the preparation and application of artificial nails.

Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations, and artistic flair for creative design. The nail technician should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

**Career Opportunities**
The job outlook is very good for nail technicians. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full service spas will generate numerous job openings for nail technicians.

After Nail Care Technician students complete 350 hours of skills and theory training and pass the written exam given through the State designated testing service, and skills certification they are eligible for licensure from the Minnesota Board of Cosmetologist Examiners. Nail technicians work in beauty salons, nail salons and spas.

**Program Outcomes**
1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State written exam and state law test administered through the State designated testing service (access through www.bceboard.state.mn.us).
3. Graduates will possess knowledge and skills for manicures, pedicures and application of artificial nails.

| Program Faculty | Marcie Smith-Fields  
marcie.smith-fields@saintpaul.edu |
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Full-time</td>
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</tr>
<tr>
<td>Additional Costs</td>
<td>Check off when completed</td>
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<tr>
<td></td>
<td>REQUIRED PROGRAM ORIENTATION</td>
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<tr>
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<tr>
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</tr>
<tr>
<td>Total Program Credits</td>
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</tr>
<tr>
<td></td>
<td>Select from the following electives as needed:</td>
</tr>
<tr>
<td></td>
<td>COSM 1952 Salon Operations 2 for Cosmetology/Nail Technician Majors</td>
</tr>
<tr>
<td></td>
<td>CHSN 1953 Salon Operations 3 for Cosmetology/Nail Technician Majors</td>
</tr>
</tbody>
</table>

**Minimum Program Entry Requirements**
Students entering this program must meet the following minimum program entry requirements:

- **Reading**: Score of 225+
- **Arithmetic**: Score of 225+

**Assessment Results and Prerequisites**
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change. This Program Requirements Guide is not a contract.
Program Overview
The Culinary Arts AAS degree prepares individuals for career opportunities in hotels restaurants, clubs and institutional food service facilities. Responsibilities may include menu planning, purchasing food, equipment, and supplies, selecting, and developing recipes, selecting and using various food preparation methods and techniques. Management duties may include, but are not limited to financial planning, hiring, training and supervising employees. Graduates will be eligible for Certified Culinarian award from the American Culinary Federation as well as more advanced certificates with requisite culinary industry work experience.

Career Opportunities
According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than $300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018. Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes
1. Graduates will have knowledge and skills in culinary arts.
2. Graduates will demonstrate knowledge and skills in restaurant operations.
3. Graduates will be experienced in food preparation and presentation for business and industry.
4. Graduates will be prepared for immediate employment in the food service industry.
5. Graduates will have mastered the general education program requirements for work and life roles.
6. Graduates will be eligible for Minnesota Food Manager Certification.
7. Graduates will be eligible for certification by ACF as a “Certified Culinarian.”
8. Graduates will create a professional career plan.
9. Graduates will apply analysis and problem solving to food production.

Program Faculty
Sara Johannes
sarah.johannes@saintpaul.edu
Sean Jones
sean.jones@saintpaul.edu
Nathan Sartain
nathan.sartain@saintpaul.edu

Textbook and Supply Costs
Students should expect to spend approximately $1,300.00 for books, uniform and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements
☐ Check off when completed
Course
☐ CULA 1405 Culinary Arts Foundations 1 ................ 2
☐ CULA 1415 Culinary Arts Foundations 2 ................ 4*
☐ CULA 1425 Fundamentals of Pastry .................... 1*
☐ CULA 1435 Butchery and Charcuterie ............... 2*
☐ CULA 1445 Food Service Practicum .................. 2
☐ CULA 1455 Food Safety and Sanitation ............. 2
☐ CULA 1465 Culinary Nutrition Theory .............. 2
☐ CULA 1505 Contemporary Bake Shop Production ........ 2*
☐ CULA 1515 Contemporary Pantry Production .......... 2*
☐ CULA 1525 Contemporary Range Production .......... 2*
☐ CULA 1545 Contemporary Quick Fare Production ........ 2*
☐ CULA 1555 Culinary Career Portfolio ............... 1
☐ CULA 1565 Principles of Culinary Leadership .... 2
☐ CULA 1575 Artisan Baking and Pastry ............... 2*
☐ CULA 1585 Introduction to Dining Room Service . 1
☐ CULA 1590 Café Dining Practicum ................ 2
☐ CULA 1700 Culinary Externship ................... 3
☐ CULA 1705 Sustainable Foods Practicum ............ 1
☐ CULA 2100 Menu Composition and Analysis .... 2
☐ CULA 2105 Applied Restaurant Operations 1 ........ 3*
☐ CULA 2110 Applied Restaurant Operations 2 ........ 3*
☐ CULA 2115 Contemporary Dining Room Service .... 1
☐ CULA 2220 Sensory Evaluation & Wine Pairing .... 2*
☐ CULA 2225 Garde Manger ......................... 1*
☐ CULA 2230 Food, Beverage, Labor Cost Control .... 3
☐ CULA 2235 Event Based Dining Capstone .... 2
Subtotal .............................................. 52

Information is subject to change. This Program Requirements Guide is not a contract.
Program Start Dates
Fall, Spring, Summer – only General Education courses

Course Sequence
The course sequence listed on the back is required for a full-time student.

Accreditation
This program is accredited by the American Culinary Federation Education Foundation's Accrediting Commission (ACFEF).

The following sequence is required for a full-time student starting in Fall semester.

First Semester
CULA 1405 Culinary Arts Foundations 1 ........... 2
CULA 1415 Culinary Arts Foundations 2 ........... 4
CULA 1425 Fundamentals of Pastry ............... 1
CULA 1435 Butchery and Charcuterie ............. 2
CULA 1445 Food Service Practicum .............. 2
CULA 1455 Food Safety and Sanitation ............ 2
CULA 1465 Culinary Nutrition Theory ............. 2
Goal 1: COMM 17XX ........................... 3
COMM 1720 Interpersonal Communication (recommended). Must be completed prior to starting third semester coursework.
Total Semester Credits ............................... 18

Second Semester
CULA 1505 Contemporary Bake Shop Production .... 2
CULA 1515 Contemporary Pantry Production ........ 2
CULA 1525 Contemporary Range Production ........ 2
CULA 1545 Contemporary Quick Fare Production .... 2
CULA 1555 Culinary Career Portfolio .............. 1
CULA 1565 Principles of Culinary Leadership ...... 2
CULA 1575 Artisan Baking and Pastry ............. 2
CULA 1585 Introduction to Dining Room Service ... 1
CULA 1590 Café Dining Practicum ................... 2
Goal 6: Humanities and Fine Arts ..................... 3
Total Semester Credits ............................... 19

Third Semester (Summer)
CULA 1700 Culinary Externship ........................ 3
CULA 1705 Sustainable Foods Practicum ............ 1
Goal 1: ENGL 1711 Composition 1 .................. 4
Goal 3 or 4: Natural Sciences or Mathematical/
Logical Reasoning .................................. 3
Total Semester Credits ............................... 11

Fourth Semester
CULA 2100 Menu Composition and Analysis ....... 2
CULA 2105 Applied Restaurant Operations 1 ........ 3
CULA 2110 Applied Restaurant Operations 2 ........ 3
CULA 2115 Contemporary Dining Room Service .... 1
CULA 2220 Sensory Evaluation & Wine Pairing ....... 2
CULA 2225 Garde Manger ............................ 1
CULA 2230 Food, Beverage, Labor Cost Control .... 3
CULA 2235 Event Based dining Capstone .......... 2
Goal 5: History, Social Sciences and Behavioral
Sciences ........................................... 3
Total Semester Credits ............................... 20

Total Program Credits ............................... 68

Transfer Opportunities
Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to www.saintpaul.edu/Transfer.

Culinary Arts AAS
BA Individualized Studies
Metropolitan State University
BS Culinology
Southwest Minnesota State University

EXEMPLARY STATUS
Saint Paul College's Culinary Arts AAS degree and Culinary Arts Diploma programs are the only exemplary culinary programs in public education in Minnesota.

Exemplary Programs symbolize the highest educational standards recognized by the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC). The award is presented to programs that have proven full compliance with all ACFEFAC accreditation requirements in the last visiting team report along with excellent management of the program.
Program Overview
The Culinary Arts Diploma prepares individuals for career opportunities in hotels, restaurants, clubs and institutional food service facilities. Responsibilities may include menu planning, purchasing food, equipment, and supplies, selecting, and developing recipes, selecting and using various food preparation methods and techniques. Management duties may include, but are not limited to financial planning, hiring, training and supervising employees.

Career Opportunities
According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than $300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes
1. Graduates will have knowledge and skills in culinary arts.
2. Graduates will demonstrate knowledge and skills in restaurant operations.
3. Graduates will be experienced in food preparation and presentation for business and industry.
4. Graduates will be prepared for immediate employment in the food service industry.
5. Graduates may be eligible for Minnesota Food Manager Certification.
6. Graduates will create a professional career plan.
7. Graduates will apply analysis and problem solving to food production.

Program Faculty
Sara Johannes
sarah.johannes@saintpaul.edu

Sean Jones
sean.jones@saintpaul.edu

Nathan Sartain
nathan.sartain@saintpaul.edu

Textbook and Supply Costs
Students should expect to spend approximately $1,300.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements
☐ Check off when completed

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr</th>
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<tbody>
<tr>
<td>CULA 1405 Culinary Arts Foundations</td>
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<tr>
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<td>CULA 1445 Food Service Practicum</td>
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<td>CULA 1455 Food Safety and Sanitation</td>
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<td>CULA 1465 Culinary Nutrition Theory</td>
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<td>CULA 1505 Contemporary</td>
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<td>Pantry Production</td>
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<td>CULA 1545 Contemporary</td>
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<td>Quick Fare Production</td>
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<td>CULA 1555 Culinary Career Portfolio</td>
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<tr>
<td>CULA 1565 Principles of Culinary Leadership</td>
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<td>CULA 1575 Artisan Baking and Pastry</td>
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<td>CULA 1700 Culinary Externship</td>
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<td>CULA 2100 Menu Composition and Analysis</td>
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<td>CULA 2115 Contemporary</td>
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<td>Dining Room Service</td>
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<td>CULA 2220 Sensory Evaluation &amp; Wine Pairing</td>
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<td>CULA 2230 Food, Beverage, Labor Cost Control</td>
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<tr>
<td>CULA 2235 Event Based Dining Capstone</td>
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<td>Subtotal</td>
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Total Program Credits: 58

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ on Reading Comprehension or grade of “C” or better in READ 0721

Writing: Score of 240+ or grade of “C” or better in ENGL 0921

Arithmetic: Score of 250+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

General Education/MnTC Requirements
☐ Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

☐ Goal 1: Communication.................................. 3
  COMM 17XX COMM 1720 Interpersonal Communication – 3 cr (recommended)

☐ Goal 3 or Goal 4........................................ 3
  Goal 3: Natural Sciences
  OR Goal 4: Mathematical/Logical Reasoning
  General Education Requirements.......................... 6

See back of this guide for Program Start Dates, Course Sequence & Transfer Opportunities
Program Start Dates
Fall, Spring, Summer – only General Education courses

Course Sequence
The course sequence listed on the back is required for a full-time student.

Accreditation
This program is accredited by the American Culinary Federation Education Foundation’s Accrediting Commission (ACFEF)

The following sequence is required for a full-time student starting in Fall semester.

First Semester
CULA 1405 Culinary Arts Foundations 1 ........... 2
CULA 1415 Culinary Arts Foundations 2 ........... 4
CULA 1425 Fundamentals of Pastry ................... 1
CULA 1435 Butchery and Charcuterie ............... 2
CULA 1445 Food Service Practicum ................. 2
CULA 1455 Food Safety and Sanitation ............. 2
CULA 1465 Culinary Nutrition Theory ............... 2
Goal 1: COMM 17XX .................................. 3
COMM 1720 Interpersonal Communication (recommended). Must be completed prior to starting third semester coursework
Total Semester Credits .................................. 18

Second Semester
CULA 1505 Contemporary Bake Shop Production .... 2
CULA 1515 Contemporary Pantry Production ....... 2
CULA 1525 Contemporary Range Production ........ 2
CULA 1545 Contemporary Quick Fare Production .... 2
CULA 1555 Culinary Career Portfolio ................ 1
CULA 1565 Principles of Culinary Leadership ........ 2
CULA 1575 Artisan Baking and Pastry ............... 2
CULA 1585 Introduction to Dining Room Service .... 1
CULA 1590 Café Dining Practicum ................... 2
Total Semester Credits .................................. 16

Third Semester (Summer)
CULA 1700 Culinary Externship ..................... 3
CULA 1705 Sustainable Foods Practicum ........... 1
Goal 3 or 4: Natural Sciences or Mathematical/ Logical Reasoning ........................................ 3
Total Semester Credits .................................. 7

Fourth Semester
CULA 2100 Menu Composition and Analysis .......... 2
CULA 2105 Applied Restaurant Operations 1 ......... 3
CULA 2110 Applied Restaurant Operations 2 ......... 3
CULA 2115 Contemporary Dining Room Service .... 1
CULA 2220 Sensory Evaluation & Wine Pairing ....... 2
CULA 2225 Garde Manger ................................ 1
CULA 2230 Food, Beverage, Labor Cost Control .... 3
CULA 2235 Event Based dining Capstone .......... 2
Total Semester Credits .................................. 17

Total Program Credits ............................... 58

EXEMPLARY STATUS
Saint Paul College’s Culinary Arts AAS degree and Culinary Arts Diploma programs are the only exemplary culinary programs in public education in Minnesota.

Exemplary Programs symbolize the highest educational standards recognized by the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC). The award is presented to programs that have proven full compliance with all ACFEFAC accreditation requirements in the last visiting team report along with excellent management of the program.
Program Overview
Graduates will have completed training in cooking, baking, and pastry fundamentals, learning techniques in the production of various hot and cold foods as well as butchery.

Graduates will be prepared for positions in casual dining, quick service, cafeteria, healthcare institutional/commercial foods, butchery, and as pastry assistants. Course work will also provide the nutrition, sanitation, and food safety training necessary for entry level and managerial food service positions.

Career Opportunities
According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than $300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018. Opportunities are available in restaurants, catering/corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Pastry assistant positions are available in hotels, casinos, private clubs, and resorts.

Program Outcomes
1. Graduates will have knowledge and skills in restaurant production line service and commercial food operations.
2. Graduates will demonstrate knowledge of pastry, hot and cold food preparations.
3. Graduates will be prepared for immediate employment in the food service industry.
4. Graduates will demonstrate knowledge of culinary nutrition as applied to all facets of the food service and hospitality industry.
5. Graduates will have demonstrated and applied proper sanitation, food and kitchen safety.
6. Graduates will be eligible for ServSafe Certification and Minnesota Food Manager Certification.

Program Faculty
Sara Johannes
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Sean Jones
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Nathan Sartain
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Textbook and Supply Costs
Students should expect to spend approximately $1,000.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements

Program Start Dates
Fall, Spring

Course Sequence
The following sequence is recommended; however, this sequence is not required.

First Semester
CULA 1405 Culinary Arts Foundations 1 ........ 2
CULA 1415 Culinary Arts Foundations 2 ........ 4
CULA 1425 Fundamentals of Pastry ............. 1
CULA 1435 Butchery and Charcuterie ........... 2
CULA 1445 Food Service Practicum ............. 2
CULA 1455 Food Safety and Sanitation ........... 2
CULA 1465 Culinary Nutrition Theory .......... 2
Subtotal ........................................ 15

Total Program Credits ................. 18

General Education/MnTC Requirements

Goal 3 or 4: Natural Sciences or Mathematical/Logical Reasoning

Total Semester Credits ....................... 18

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ on Reading Comprehension or grade of “C” or better in READ 0721

Writing: Any

Arithmetic: Score of 250+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change.
This Program Requirements Guide is not a contract.
Pastry and Baking  CERTIFICATE

Program Overview
Chefs and cooks prepare a variety of foods in many different environments, from preparation of a la carte (prepared to order) to banquets for hundreds of people. Responsibilities include sanitation, maintaining an accounting and inventory control system, estimating the amount of food needed, purchasing food supplies, and planning menus. Nutritional aspects of healthy cooking are increasingly incorporated into the chefs menu.

This certificate will allow the student to gain sufficient knowledge and skill to become employable in a commercial baking and cake decorating environment. Bakeries, pastry shops and candy shops are potential employers. Many large department stores, grocery stores, hotels and private clubs also hire our graduates. Entrepreneurs that are interested in having these skills to support their own plan are also welcome.

A good general education, good reading ability, and a working knowledge of mathematics is important so that students can interpret weights and measures, calculate recipes, and understand cost control, inventory control and forecasting.

Career Opportunities
According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than $300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes
1. Graduates will demonstrate professional skills of a Certified Pastry Culinarian.
2. Graduates will apply learned pastry skills to any working pastry shops or commercial bakery settings.
3. Graduates will demonstrate the best practices in baking production in accordance with the National Food Safety and Sanitation guidelines.
4. Graduates will create, write and cost pastry recipes.
5. Graduates will compose a post-graduation career trajectory plan in food & hospitality industry (choice content goal).

Program Faculty
Sara Johannes
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Nathan Sartain
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Professional Focus
This program offers a focused, hands-on, professional approach to baking breads, cakes and pastries, including development of marketable cake decorating skills.

Transferable Credits
The majority of credits completed in the Pastry and Baking Certificate program apply to the Culinary Arts Diploma and AAS Degree programs.

Textbook and Supply Costs
Students should expect to spend approximately $1,000.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements
☐ Check off when completed
Course                  Cr
☐ CULA 155 Food Safety and Sanitation.................. 2
☐ CULA 1465 Culinary Nutrition Theory .............. 2
☐ CULA 1555 Culinary Career Portfolio ............... 1
☐ CULA 1565 Principles of Culinary Leadership .... 2
☐ CULA 1600 Pastry Foundations ..................... 3*
☐ CULA 1610 Introduction to Baking ................. 2
☐ CULA 1620 Pastry Basics .......................... 2
☐ CULA 1630 Introduction to Breads ................... 2
☐ CULA 1640 Baking Externship 1 ...................... 1
☐ CULA 1650 Pastry Externship 1 ..................... 1
☐ CULA 1650 Pastry Externship 1 ..................... 1
☐ CULA 1660 Baking Externship 2 ...................... 1
☐ CULA 1670 Viennoiserie ................................ 2
☐ CULA 2310 Entremets & Specialty Cakes ........... 2
☐ CULA 2320 Advanced Decorating and Pastry ...... 3
☐ CULA 2330 Showpieces and Confiserie ............. 3
☐ CULA 2340 Baking Externship 2 ...................... 1
☐ CULA 2350 Pastry Externship 2 ...................... 1

Total Program Credits . . . . . . . . . . . . . . . . . . . . . 30

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

Program Start Dates
Fall

Course Sequence
This certificate can only be started in the first (fall) semester and completed in the second (spring) semester.

First Semester (Fall)
CULA 1600 Pastry Foundations ....................... 3*
CULA 1610 Introduction to Baking ................... 2
CULA 1620 Pastry Basics ................................ 2
CULA 1630 Introduction to Breads ................... 2
CULA 1640 Baking Externship 1 ...................... 1
CULA 1650 Pastry Externship 1 ..................... 1
CULA 1455 Food Safety and Sanitation ........... 2
CULA 1465 Culinary Nutrition Theory ............. 2
Total Semester Credits ................................ 15
Total Program Credits ................................. 30

Second Semester (Spring)
CULA 2300 Viennoiserie ................................. 2
CULA 2310 Entremets & Specialty Cakes .......... 2
CULA 2320 Advanced Decorating and Pastry ...... 3
CULA 2330 Showpieces and Confiserie ............. 3
CULA 2340 Baking Externship 2 ...................... 1
CULA 2350 Pastry Externship 2 ...................... 1
CULA 1555 Culinary Career Portfolio ............... 1
CULA 1565 Principles of Culinary Leadership .... 2
Total Semester Credits ................................ 15
Total Program Credits ................................. 15

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ on Reading Comprehension or grade of “C” or better in READ 0721
Writing: Any
Arithmetic: Score of 250+ or grade of “C” or better in MATH 0745

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.
Wine Professional CERTIFICATE

Program Overview
The Wine Professional Certificate provides the graduate with a strong knowledge of wine, wine service skills, and wine marketing strategies.

Career Opportunities
The wine industry is rapidly expanding within the United States, where wine sales represent the largest wine consumer market in the world. A new report published by Allied Market Research, titled, “Luxury Wines and Spirits Market by Product Type, Distribution Channel and Geography: Global Opportunity Analysis and Industry Forecast, 2014 - 2022,” projects that the global luxury wines and spirits market was valued at $812,108 million in 2015, and is expected to reach $1,122,578 million by 2022, growing at a CAGR of 4.8 percent from 2016 to 2022. Wine sales have now surpassed beer sales, with millennials rapidly adapting to wine over beer. Wine sales are an important profit center for the restaurant/hospitality industry, and thus a comprehensive knowledge of wine is critical for maximizing outcomes.

Opportunities are available in hotels, restaurants, resorts, clubs, and corporate dining.

Graduates of the Wine Professional Certificate will be prepared for careers in the restaurant/hospitality industry, wine distribution, and wholesale/retail wine trade.


Program Faculty
Nikki Erpelding
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Program Requirements
☐ Check off when completed
• All credits must be completed in one semester.
• Must be 21 years of age**

Course		Cr
☐ WINE 1600 Professional Introduction to Wine ........... 2
☐ WINE 1610 Flavor Dynamics of Wine ............ 2*
☐ WINE 1620 Professional Wine Service** ......... 1**
☐ WINE 1630 Strategies for Pairing Food and Wine .... 2
☐ WINE 1640 Wine Marketing .................... 2

Total Program Credits ........................... 9

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.
**Alcohol awareness/server training is part of WINE 1620

Program Start Dates
Fall

Course Sequence
The following sequence is required.
• All courses must be completed within the same semester.
• Program is not eligible for financial aid.

One Semester
WINE 1600 Professional Introduction to Wine .......... 2
WINE 1610 Flavor Dynamics of Wine ............ 2
WINE 1620 Professional Wine Service .......... 1
WINE 1630 Strategies for Pairing Food and Wine . 2
WINE 1640 Wine Marketing .................... 2

Total Semester Credits ......................... 9
Total Program Credits ......................... 9

Program Start Dates
Fall

Course Sequence
The following sequence is required.
• All courses must be completed within the same semester.
• Program is not eligible for financial aid.

One Semester
WINE 1600 Professional Introduction to Wine .......... 2
WINE 1610 Flavor Dynamics of Wine ............ 2
WINE 1620 Professional Wine Service .......... 1
WINE 1630 Strategies for Pairing Food and Wine . 2
WINE 1640 Wine Marketing .................... 2

Total Semester Credits ......................... 9
Total Program Credits ......................... 9

Information is subject to change. This Program Requirements Guide is not a contract.

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
Must be 21 years of age.
Esthetician Advanced Practice AAS DEGREE

Program Overview
Advanced Practice (AP) Esthetics AAS degree includes the complete basic esthetics certification program, the complete AP esthetics certificate program, and the general education requirements required for completion of a two year AAS degree. AP Esthetics service include specialized training and clinical practice in four AP esthetics categories: chemical exfoliation of the skin, exfoliation of the skin using a machine or device, advanced skin care techniques, and skin needling. The Advanced Practice Esthetics AAS Degree is designed to be the next level of training for the esthetician or cosmetologist that wishes to specialize in the above mentioned categories including advanced understanding of skin anatomy and physiology, skin history, skin care products and ingredients, pre and post treatment regimens, client consultation including skin analysis and skin typing, and risk management. Students learn to perform chemical peels, microdermabrasion, dermaplaning, skin needling, and facial utilizing machines, electrical devices and lymphatic drainage.

Career Opportunities
After AP Esthetics students complete all theory, practical training and state testing as defined in Rule by the State of Minnesota and the Minnesota Board of Cosmetology, they are eligible for licensure through the Minnesota Board of Cosmetology. AP estheticians work in a variety of settings including salons, spas, fitness centers, medi-spa's, and skin clinics. AP estheticians may also have their own Advanced Practice Esthetics business.

Final licensing and/or state testing are independent of graduation requirements.

Program Outcomes
1. Graduates will be prepared to take the basic and AP esthetics practical skills test.
2. Graduates will be prepared to take the Minnesota State basic and AP esthetics written practical, theory, and state law test administered through the State designated testing service (access information at http://mn.gov/boards/cosmetology)/.
3. Graduates will have advanced knowledge and skills in AP esthetician services.
4. Graduates will possess advanced knowledge and skills for personal care of the skin.
5. Graduates will have advanced knowledge and skills in products and ingredients.
6. Graduates will have advanced knowledge and skills in licensed salon operations focusing on AP esthetics services.
7. Graduates will have the advanced knowledge and skills for work and life roles.
8. Graduates will have prepared for employment as an AP esthetician.
9. Graduates will have completed general education requirements.

Program Faculty
Julie Evans
julie.evans@saintpaul.edu

Textbook and Supply Costs
Students should expect to spend approximately $1,900.00 for esthetics books and supplies (first or third semester) and $2,000.00 for AP esthetics books and supplies (second or fourth semester). Tuition, college fees and books for remaining courses are not included in this cost. Items can be purchased in the College Bookstore. Be prepared to purchase all Esthetics kits with the instructor on the second day of class during the corresponding semester.

Financial aid must have been completed. In addition, there are fees to take the Minnesota licensure exam and obtain a Minnesota license.

Program Requirements
☐ Check off when completed

☐ Required Program Orientation
All Cosmetology, Esthetics, Advanced Practice Esthetician, and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic Receptionist at 651.846.1292 to reserve your space at an orientation.

Course Cr/HR
☐ CHSN 1698 Body Systems & Diseases (online) ............................... 3
☐ CHSN 1699 Preclinic Introduction (online) ................................... 3
☐ ESTH 1645 Cosmetic Chemistry & Makeup Applications ............. 4/80
☐ ESTH 1650 Skin Analysis & Massage ....................... 4/112
☐ ESTH 1651 Clinic 1 for Estheticians .......................... 4/128
☐ ESTH 1652 Clinic 2 for Estheticians ....................... 4/128
☐ ESTH 1710 Risk Management for Estheticians (online) ....... 2/40
☐ ESTH 1712 Advanced Exfoliation ....................... 4/112
☐ ESTH 1714 Advanced Skin Care Techniques .............. 5/128
☐ ESTH 1716 Advanced Clinic 1 for Estheticians ............... 4/128
☐ ESTH 1718 Advanced Clinic 2 for Estheticians ............... 4/128
Subtotal ........................................ 41

See back of this guide for Course Sequence & Transfer Opportunities

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ or grade of "C" or better in READ 0721
Writing: Score of 240+ or grade of "C" or better in ENGL 0921
Quant. Reasoning, Algebra & Stats:
Score of 250+ or Adv. Algebra & Functions:
Score of 215+ or grade of "C" or better in MATH 0910

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change.
This Program Requirements Guide is not a contract.

391A
Course Sequence

The course sequence listed below is required. There are two options for course sequence:

OPTION ONE

First Semester
CHSN 1698 Body Systems and Disease (online) 3
This course is a prerequisite to or must be taken concurrently with CHSN 1699, ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652. 
CHSN 1699 Preclinic Introduction (online) 3
This course is a prerequisite to or must be taken concurrently with CHSN 1698, ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652. 
ESTH 1645 Cosmetic Chemistry & Makeup Applications 4
This course is a prerequisite to ESTH 1650
ESTH 1650 Skin Analysis & Massage 4
May be taken the semester prior to FIRST SEMESTER, including summer.
ESTH 1651 Clinic 1 for Estheticians 4
ESTH 1652 Clinic 2 for Estheticians 4
Total Semester Credits 22

Second Semester
All 17XX level classes run concurrently in the same semester. In order to register for Advanced level esthetics classes series ESTH 17XX, students must have verification of: completion of all training and passing results of all state written and practical skills testing for basic esthetics or cosmetology in accordance with Law and Rule of the Minnesota Board of Cosmetology; or current/active Minnesota basic esthetician or Minnesota cosmetology license.
ESTH 1710 Risk Management for Estheticians (online) 2
ESTH 1712 Advanced Exfoliation 4
ESTH 1714 Advanced Skin Care Techniques 5
ESTH 1716 Advanced Clinic 1 for Estheticians 4
ESTH 1718 Advanced Clinic 2 for Estheticians 4
Total Semester Credits 19

Third Semester
Goal 1: COMM 1720 Interpersonal Communication 3
Goal 1: ENGL 1711 Composition 1 4
Goal 3: CHEM 1711 Principles of Chemistry 4
Goal 5: History, Social Science, Behavioral Sciences 4
Goal 6: Humanities and Fine Arts 4
Goal 5: History, Social Science, Behavioral Sciences 4
Goal 6: Humanities and Fine Arts 4
Total Semester Credits 19

Fourth Semester
Goal 1: ENGL 1711 Composition 1 4
Goal 1: COMM 1720 Interpersonal Communication 3
Goal 3: CHEM 1711 Principles of Chemistry 4
Goal 5: History, Social Science, Behavioral Sciences 4
Goal 6: Humanities and Fine Arts 4
Total Semester Credits 19

Total Semester Credits 60

OPTION TWO

First Semester
CHSN 1698 Body Systems and Disease (online) 3
This course is a prerequisite to or must be taken concurrently with CHSN 1699, ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652. 
CHSN 1699 Preclinic Introduction (online) 3
This course is a prerequisite to or must be taken concurrently with CHSN 1698, ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652. 
ESTH 1645 Cosmetic Chemistry & Makeup Applications 4
This course is a prerequisite to ESTH 1650
ESTH 1650 Skin Analysis & Massage 4
May be taken the semester prior to FIRST SEMESTER, including summer.
ESTH 1651 Clinic 1 for Estheticians 4
ESTH 1652 Clinic 2 for Estheticians 4
Total Semester Credits 22

Second Semester
All 17XX level classes run concurrently in the same semester. In order to register for Advanced level esthetics classes series ESTH 17XX, students must have verification of: completion of all training and passing results of all state written and practical skills testing for basic esthetics or cosmetology in accordance with Law and Rule of the Minnesota Board of Cosmetology; or current/active Minnesota basic esthetician or Minnesota cosmetology license.
ESTH 1710 Risk Management for Estheticians (online) 2
ESTH 1712 Advanced Exfoliation 4
ESTH 1714 Advanced Skin Care Techniques 5
ESTH 1716 Advanced Clinic 1 for Estheticians 4
ESTH 1718 Advanced Clinic 2 for Estheticians 4
Total Semester Credits 16

Third Semester
ESTH 1645 Cosmetic Chemistry & Makeup Applications 4
This course is a prerequisite to ESTH 1650
ESTH 1650 Skin Analysis & Massage 4
ESTH 1651 Clinic 1 for Estheticians 4
ESTH 1652 Clinic 2 for Estheticians 4
Total Semester Credits 22

Fourth Semester
All 17XX level classes run concurrently in the same semester. In order to register for Advanced level esthetics classes series ESTH 17XX, students must have verification of: completion of all training and passing results of all state written and practical skills testing for basic esthetics or cosmetology in accordance with Law and Rule of the Minnesota Board of Cosmetology; or current/active Minnesota basic esthetician or Minnesota cosmetology license.
ESTH 1710 Risk Management for Estheticians (online) 2
ESTH 1712 Advanced Exfoliation 4
ESTH 1714 Advanced Skin Care Techniques 5
ESTH 1716 Advanced Clinic 1 for Estheticians 4
ESTH 1718 Advanced Clinic 2 for Estheticians 4
Total Semester Credits 19

Total Program Credits 60

Cosmetology Student Handbook/ Agreement Form
All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you MUST print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form, Property and Equipment Form, and Rollabout Form and return them to your instructor on the FIRST DAY of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester. Please direct questions to the assigned instructor of your first class.

Advanced Esthetics Classes Prerequisite
In order to register for Advanced level esthetics classes series ESTH 17XX, students must have verification of: completion of all training and passing results of all state written and practical skills testing for basic esthetics or cosmetology in accordance with Law and Rule of the Minnesota Board of Cosmetology; or current/active Minnesota basic esthetician or Minnesota cosmetology license.

All necessary documents must be submitted to the program faculty for verification prior to registration.

Transfer Opportunities
Saint Paul College has a transfer articulation agreement between the following program and post-secondary institutions for the baccalaureate degree programs listed below.

For more information please go to saintpaul.edu/Transfer.

Esthetician Advanced Practice AAS
BA Health Care Administration
Concordia University, St. Paul
BA Individualized Studies
Metropolitan State University
BS Healthcare and Human Service Management
Saint Mary’s University, Twin Cities Campus
Program Overview
Advanced Practice (AP) esthetics services include specialized training and clinical practice in four AP esthetics categories: chemical exfoliation of the skin, xfoliation of the skin using a machine or device, advanced skin care techniques, and skin needling.

The Esthetician Advanced Practice Certificate is designed to be the next level of training for the esthetician or cosmetologist that wishes to specialize in the aforementioned categories including advanced understanding of skin anatomy and physiology, skin histology, skin care products and ingredients, pre and post treatment protocols, client consultation including skin analysis and skin typing, and risk management. Students learn to perform chemical peels, microdermabrasion, dermaplaning, skin needling, and facial treatments using machines, electrical devices and lymphatic drainage.

This certificate is for the student who has a current/active Minnesota basic esthetician license, Minnesota cosmetology license; or for the student who has completed all theory, practical training and state testing as defined in Rule by the State of Minnesota and the Minnesota Board of Cosmetology and is progressing onto the next level of esthetics licensure.

Career Opportunities
After AP Esthetics students complete all theory, practical training and state testing as defined in Rule by the State of Minnesota and the Minnesota Board of Cosmetology, they are eligible for licensure through the Minnesota Board of Cosmetology. AP estheticians work in a variety of settings including salons, spas, fitness centers, medi-spa’s, and skin clinics. AP estheticians may also have their own Advanced Practice Esthetics business.

Program Outcomes
1. Graduates will be prepared to take the AP esthetician practice skills test.
2. Graduates will be prepared to take the Minnesota State AP Esthetics written practical, theory, and state law test administered through the state designated testing service (access information at https://mn.gov/boards/cosmetology/).
3. Graduates will have advanced knowledge and skills in AP esthetician services.
4. Graduates will possess advanced knowledge in skin care products and ingredients.
5. Graduates will have advanced knowledge of Pharmaceutical Grade Chemical Peels.
6. Graduates will have advanced knowledge and skills in licensed salon operations focusing on AP esthetics services.
7. Graduates will have the advanced knowledge and skills for work and life roles.
8. Graduates will be prepared for employment as an AP esthetician.

Program Faculty
Julie Evans
julie.evans@saintpaul.edu

Textbook and Supply Costs
Students should expect to spend approximately $2,000.00 for Advanced Practice esthetics books and supplies. Tuition, college fees and books for remaining courses are not included in this cost. Items can be purchased in the College Bookstore. Be prepared to purchase all esthetics kits with the instructor on the second day of class.

Financial aid must have been completed. In addition, there are required fees to take the Minnesota licensing exams and obtain a Minnesota license.

Cosmetology Student Handbook/ Agreement Form
All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology Student Handbook. After you have read the handbook, you MUST print and sign the Student Agreement Form, Hepatitis B Vaccination/Declination Form, Property and Equipment Form, and Rollabout form and return them to your instructor the FIRST DAY of class before you will be admitted to class. You will need to perform this task prior to the first day of EACH semester. Please direct questions to the assigned instructor of your first class.

Program Requirements
☐ Check off when completed
☐ Required Program Orientation
All Cosmetology, Esthetics, Advanced Practice Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic Receptionist at 651.846.1329 to reserve your space at orientation.

Course Cr/HR
☐ ESTH 1710 Risk Management for Estheticians (online) .......................... 2/40
☐ ESTH 1712 Advanced Exfoliation .................................................... 4/112
☐ ESTH 1714 Advanced Skin Care Techniques ..................................... 5/128
☐ ESTH 1716 Advanced Clinic 1 for Estheticians .............................. 4/128
☐ ESTH 1718 Advanced Clinic 2 for Estheticians .............................. 4/128
Subtotal .................................................. 19/536

Total Program Credits ........................................... 19

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
Reading: Score of 240+ or grade of “C” or better in READ 0721
Writing: Score of 240+ or grade of “C” or better in ENGL 0921
Arithmetic: Score of 250+ or grade of “C” or better in MATH 0745

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses to meet the assessment results of the program and any prerequisite requirements. Students are encouraged to complete MATH, READ, and ENGL courses in addition to completing any prerequisites.

Info is subject to change.
This Program Requirements Guide is not a contract.
Esthetician DIPLOMA

Program Overview
Esthetician services include specialized work with skin care products, analysis of skin, massage techniques and facials. Students learn to tint brows and lashes, apply makeup, provide temporary hair removal and to use machines designed to administer skin treatments.

The Esthetic diploma program prepares the student for the CIDESCO examination.

Career Opportunities
After esthetician students complete 600 hours of skills and theory training and pass the written exam through the State designated testing service and skills certification, they are eligible for licensure through the Minnesota Board of Cosmetologist Examiners. Estheticians work in a variety of settings including salons, spas, fitness centers, dermatologist, plastic surgeon offices and hospitals.

CIDESCO certification holders are able to license as an esthetician technician, certify as a massage therapist, and license as a nail technician upon completion of clinic nail hours. Cross trained therapists are able to work in Spas, Medical Offices, Cruise Ships and 5 Star Resorts.

Licensing or certification exams are independent of graduation requirements.

Program Outcomes
1. Graduates will perform skin care services.
2. Graduates will recommend skin care products to clients.
3. Graduates will perform brow & lash tinting, lash extensions, waxing, and body treatments.
4. Graduates will be able to perform Massage in a professional setting.
5. Graduates will be able to perform nail care services.
6. Graduates will demonstrate the skills necessary for the practical skills test.

Program Faculty
Lyubov Babina
lyubov.babina@saintpaul.edu

Textbook and Supply Costs
Students should expect to spend approximately $2,200.00 for esthetics books and supplies (first semester). Tuition, college fees and books for remaining courses are not included in this cost. Items can be purchased in the College Bookstore. In addition, there is a fee to take the Minnesota licensure exam.

Be prepared to purchase all Esthetics kits with the instructor on the second day of class. Financial aid must have been completed.

CIDESCO Certification Exam
Graduates of this diploma program are eligible to take the CIDESCO certification exam. The cost of this exam is approximately $660.00. After passing the CIDESCO exam a fee of $65.00 is charged for the CIDESCO diploma and pin.

The Esthetician Diploma will meet the criteria for the CIDESCO exam requirement of 1200 hours of training in skin, massage and nail services.

The CIDESCO examination includes:
- a facial examination
- a body examination
- a waxing examination
- a make-up examination
- a tinting examination
- a massage examination
- an additional subject, and
- a written examination.

Program Start Dates
Fall, Spring
Summer – online CHSN 1698 & CHSN 1699 only

Cosmetology Student Handbook/Agreement Form
All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you must print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form, Property and Equipment Form, and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester. Please direct questions to the assigned instructor of your first class.

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
- Reading: Score of 240+ or grade of “C” or better in READ 0721
- Writing: Score of 240+ or grade of “C” or better in ENGL 0921
- Arithmetic: Score of 250+ or grade of “C” or better in MATH 0745

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

CIDESCO
Saint Paul College – A Community and Technical College Esthetician Program is a CIDESCO school. This means the program is allowed to prepare candidates for the CIDESCO examination. CIDESCO is the World’s Major International Beauty Therapy Association:
- Founded in 1946 with its Head Office in Zurich, Switzerland.
- CIDESCO is represented in over 37 countries.
- The CIDESCO Diploma is the world’s most prestigious qualification in the field of Aesthetics and Beauty Therapy.
- Since 1957, the CIDESCO qualification has set standards that have been initiated over the five continents of the globe.
Program Requirements

☐ Check off when completed
☐ Required Program Orientation

All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at an orientation.

Course | Cr
--- | ---
CHSN 1698 Body Systems & Diseases (online) | 3
CHSN 1699 Preclinic Introduction (online) | 3
COSM 1603 Preclinic Nail Care | 3
COSM 1908 Clinic 1 for Nail Technicians | 3
COSM 1951 Salon Operations 1 for Nails | 1
ESTH 1645 Cosmetic Chemistry & Makeup Applications | 4
ESTH 1650 Skin Analysis and Massage | 4
ESTH 1651 Clinic 1 for Estheticians | 4
ESTH 1652 Clinic 2 for Estheticians | 4
ESTH 1671 CIDESCO Exam Preparation | 4

This course is offered only Summer Term
ESTH 1672 CIDESCO Exam | 2
This course is offered only Summer Term
HLTH 1410 Medical Terminology | 1
HLTH 1421 Anatomy & Physiology for the Somatic Practitioner | 4
HLTH 1425 Clinical Applications in Kinesiology | 3
MASS 1400 Introduction to Therapeutic Massage | 4
MASS 1421 Massage Spa Techniques | 2
MASS 1422 Massage Clinical Techniques | 4
MASS 1480 Massage Therapy Practicum | 4

Subtotal | 56

General Education/MnTC Requirements | Cr
Refer to the Minnesota Transfer Curriculum Course List for each Goal Area
☐ Goal 1: Communication | 3
COMM 17XX (COMM 1720 Interpersonal Communication recommended) | 3 cr
☐ Goal 3: Natural Sciences | 3
BIOL 1760 Nutrition | 3 cr
☐ Goals 1-10 of the Minnesota Transfer Curriculum | 3
Select a minimum of 3 additional credits
General Education Requirements | 9

Total Program Credits | .65
Esthetician CERTIFICATE

Program Overview
Esthetician services include specialized work with skin care products, analysis of skin, skin exfoliation, massage techniques, and facials. Students learn to tint brows and lashes, apply makeup, provide temporary hair removal, and use machines designed to administer skin treatments.

Career Opportunities
After esthetician students complete 600 hours of skills and theory training and pass the written exam through the State designated testing service and skills certification, they are eligible for licensure through the Minnesota Board of Cosmetologist Examiners. Estheticians work in a variety of settings including salons, spas, fitness centers, as well as dermatology and plastic surgeon’s offices and hospitals.

Licensing or certification exams are independent of graduation requirements.

Program Outcomes
1. Graduates will perform skin care services.
2. Graduates will recommend skin care products to clients.
3. Graduates will perform brow & lash tinting, lash extensions, waxing, and body treatments.
4. Graduates will demonstrate the skills necessary for the practical skills test.

Program Faculty
Lyubov Babina
lyubov.babina@saintpaul.edu

Program Length
Full-time students can complete the program in one semester provided the 3-credit General Education requirement has also been met.

Full-time Options
Full-time students can complete the program in one semester by attending 32 hours per week (Tuesday – Friday, 8:00am–4:30pm).

Textbook and Supply Costs
Students should expect to spend approximately $2,200.00 for books and supplies. This cost is beyond the cost of tuition and fees. In addition, there is a fee to take the Minnesota licensure exam.

Items can be purchased in the College Bookstore. Be prepared to purchase all esthetics kits with the instructor on the second day of class. Financial aid must have been completed.

Program Requirements
☐ Check off when completed
☐ Required Program Orientation
All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at an orientation.

Course Sequence
- CHSN 1698 Body Systems & Diseases (online) .... 3
- CHSN 1699 Preclinic Introduction (online) ........ 3
- ESTH 1645 Cosmetic Chemistry & Makeup Applications ......... 4
- ESTH 1650 Skin Analysis & Massage ............ 4
- ESTH 1651 Clinic 1 for Estheticians ............ 4
- ESTH 1652 Clinic 2 for Estheticians ............ 4
- Makeup Applications ............................. 4
- CHSN 1699 Preclinic Introduction (online) ........ 3
- ESTH 1645 Cosmetic Chemistry & Makeup Applications ......... 4
- ESTH 1650 Skin Analysis & Massage ............ 4
- ESTH 1651 Clinic 1 for Estheticians ............ 4
- ESTH 1652 Clinic 2 for Estheticians ............ 4
- Total Semester Credits ....................... 22
- Total Program Credits ....................... 22

Cosmetology Student Handbook/ Agreement Form
All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you must print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form, Property and Equipment Form, and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester. Please direct questions to the assigned instructor of your first class.

CIDESCO
Saint Paul College – A Community and Technical College Esthetician Program is a CIDESCO school. This means the program is allowed to prepare candidates for the CIDESCO examination.

Comite International d’ Esthetique et de Cosmetologie
e-mail: info@cidesco.com
website: www.cidesco.com

Information is subject to change.
This Program Requirements Guide is not a contract.
Esthetics for Cosmetologist CERTIFICATE

Program Overview
This certificate will provide advanced education for the licensed cosmetologist who would like to expand their knowledge of skin care services. The certificate can be completed within one semester. Program enrollment requires current Minnesota Esthetics or Cosmetology license.

Career Opportunities
The licensed cosmetologist would now be able to seek employment in a setting specializing in skin care. Employment opportunities include: salons, spas and fitness centers.

Program Outcomes
1. Graduates will have accrued an additional 320 hours of education focused on skin care.
2. Graduates will have demonstrated knowledge of skin care services.
3. Graduates will have demonstrated practical application of skin care services.
4. Graduates will have knowledge of cosmetic product ingredients.
5. Graduates will be prepared for employment offering skin care services.

Program Start Dates
Fall, Spring

Course Sequence
The following sequence is recommended. Full-time students can complete the program in one semester.

First Semester
- ESTH 1645 Cosmetic Chemistry & Makeup Applications ............................... 4
- ESTH 1650 Skin Analysis & Massage ............................... 4
- ESTH 1651 Clinic 1 for Estheticians ............................... 4

Total Program Credits ........................................... 12

Textbook and Supply Costs
Students should expect to spend approximately $1,850.00 for books and supplies. This cost is beyond the cost of tuition and fees. Items can be purchased in the College Bookstore.

Program Requirements
☐ Check off when completed
☐ Required Program Orientation
  All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at an orientation.

Course Cr
- ESTH 1645 Cosmetic Chemistry & Makeup Applications ........................................... 4
- ESTH 1650 Skin Analysis & Massage ........................................... 4
- ESTH 1651 Clinic 1 for Estheticians ........................................... 4

Total Program Credits ........................................... 12

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ or grade of “C” or better in READ 0721
Writing: Score of 240+ or grade of “C” or better in ENGL 0921
Arithmetic: Score of 237+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

Information is subject to change. This Program Requirements Guide is not a contract.

Lyubov Babina
lyubov.babina@saintpaul.edu
Program Overview
This certificate is designed for the licensed esthetician or licensed cosmetologist who wants to examine for the International CIDESCO certification. It provides the course work to support the CIDESCO exam prep class and CIDESCO examination. With CIDESCO certification, the licensed esthetician is able to complete a massage program, certify as a massage therapist, complete a nail technician program and obtain a nail technician license. CIDESCO is the world’s largest major International Beauty Association. Program enrollment requires a current Minnesota Cosmetology or Esthetics license.

Career Opportunities
The CIDESCO certification holder is cross trained in esthetics, massage therapy, body assessment and body treatment and nail care. Cross trained therapists are able to work in spas, medical offices, fitness centers, 5 star resort spas, and on cruise ships.

Program Outcomes
1. Graduates will have knowledge and skills in esthetician services.
2. Graduates will have knowledge and skills needed for body assessment and body treatments.
3. Graduates will have knowledge and skills to assist clients with diet and exercise.
4. Graduates will have knowledge in cosmetic product ingredients.
5. Graduates will have knowledge and skills for work and life roles.
6. Graduates will have determined a topic for the CIDESCO special project.
7. Graduates will have prepared their CIDESCO special project for presentation during the exam.
8. Graduates will be prepared to take the International CIDESCO practical and written exam.

Program Faculty
Lyubov Babina
lyubov.babina@saintpaul.edu

Program Requirements
☐ Check off when completed
☐ Required Program Orientation
All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at an orientation.

Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHSN 1698 Body Systems &amp; Diseases (online)</td>
<td>3</td>
</tr>
<tr>
<td>CHSN 1699 Pre-Clinic Intro (online)</td>
<td>3</td>
</tr>
<tr>
<td>ESTH 1645 Cosmetic Chemistry &amp; Makeup Applications</td>
<td>4</td>
</tr>
<tr>
<td>ESTH 1650 Skin Analysis &amp; Massage</td>
<td>4</td>
</tr>
<tr>
<td>ESTH 1651 Clinic 1 for Estheticians</td>
<td>4</td>
</tr>
<tr>
<td>ESTH 1652 Clinic 2 for Estheticians</td>
<td>4</td>
</tr>
<tr>
<td>ESTH 1671 CIDESCO Exam Prep*</td>
<td>4</td>
</tr>
<tr>
<td>ESTH 1672 CIDESCO Exam*</td>
<td>2</td>
</tr>
</tbody>
</table>

*Classes offered only summer term
Subtotal ........................................................................... 28

Textbook and Supply Costs
Students should expect to spend approximately $1,900.00 for esthetics books and supplies (ESTH 1645, 1650 & 1651). Tuition, college fees, and books required for remaining courses are not included in this cost. Items can be purchased in the College Bookstore. Financial aid must have been completed.

Current Minnesota Esthetics or Cosmetology License:
Students must bring a copy of their license on the first day of class. A copy will be added to the students’ permanent file.

Program Start Dates
Fall, Spring

Course Sequence
The following sequence is recommended. Not all courses are offered during summer session.

Full-time students can complete the program in two semesters.

First Semester
CHSN 1698 Body Systems & Diseases (online) .................................. 3
This course is a prerequisite to or must be taken concurrently with ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652
CHSN 1699 Pre-Clinic Intro (online) .................................................. 3
This course is a prerequisite to or must be taken concurrently with ESTH 1645, ESTH 1650, ESTH 1651 and ESTH 1652
ESTH 1645 Cosmetic Chemistry & Makeup Applications ................... 4
ESTH 1650 Skin Analysis & Massage .................................................. 4
ESTH 1651 Clinic 1 for Estheticians .................................................. 4
ESTH 1652 Clinic 2 for Estheticians .................................................. 4
ESTH 1671 CIDESCO Exam Prep* .................................................... 4
ESTH 1672 CIDESCO Exam* ......................................................... 2

Second Semester
ESTH 1671 CIDESCO Exam Prep* .................................................. 4
ESTH 1672 CIDESCO Exam* ......................................................... 2
*Classes offered only summer term
Total Semester Credits ......................................................... 22
Total Semester Credits .......................................................... 6
Total Program Credits ............................................................ 28

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 240+ or grade of “C” or better in READ 0721
Writing: Score of 240+ or grade of “C” or better in ENGL 0921
Arithmetic: Score of 237+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

This advanced certificate is designed for the licensed esthetician or licensed cosmetologist.
Program Requirements Guide 2020 - 2021

Sign Language Interpreter/Transliterator  AAS DEGREE

Program Overview
The Sign Language Interpreter/Transliterator AAS Degree program prepares individuals to work as interpreter transliterators facilitating and mediating communication between Deaf/Hard of Hearing/Deaf-Blind and hearing people. Interpreters must convey accurate messages, feelings and attitudes of participants, whether those messages are spoken or signed. To accomplish this, competency in English and in American Sign Language are necessary. A strong academic background, traits that demonstrate maturity, responsibility, flexibility, and the ability to work well under pressure, are assets.

The curriculum requires both general education courses as well as courses specifically related to the Deaf Community and interpreting. The program covers a variety of subject areas which include: ASL linguistics and language development, interpreting process theory and application, interpreter roles/responsibilities, interpreter’s Code of Professional Conduct, history of deaf people and their culture, and the historical evolution of the interpreting profession. Interpreting and Transliterating skills courses provide guided practice in developing the skills necessary to effectively interpret/transliterate. Students will experience a variety of learning environments including classroom work, laboratory practice and field placement. Students will be required to have both in-class and out-of-class experiences with members of the Deaf Community to further develop ASL fluency and cultural awareness.

Career Opportunities
Graduates will be qualified for careers as entry-level sign language interpreters with social service agencies, educational programs, community-based settings, or recreational situations. The employment outlook, due to accessibility legislation, has increased the need for interpreters.

Graduates will have opportunities to further their education and to specialize in their work through professional affiliations or by obtaining national certification. Graduates who plan to work in K-12 educational settings must hold a Provisional Certificate which allows them to become a practitioner for a maximum of two years or until they obtain national certification.

Program Outcomes
1. Graduates will have an understanding and knowledge about the theoretical, ethical, and practical foundations of the interpreting field needed to pass the NAD-RID National Interpreter Certification (NIC) written test
2. Graduates will have the knowledge and skills to interpret between American Sign Language and English.
3. Graduates will have the knowledge and skills to transliterate between spoken English and a signed form of English.
4. Graduates will have the knowledge and skills to function as cross-cultural mediators in order to transmit and transfer culturally-based linguistic and non-linguistic information.
5. Graduates will be informed of the necessary employment knowledge, and professional behaviors that are requisite for employment as Sign Language Interpreters/Transliterators.
6. Graduates will sit for national certification within two years of graduation.

Program Faculty
Linda Gill
linda.gill@saintpaul.edu

Special Features
The Sign Language Interpreter/Transliterator Program is one of the original six interpreter programs in the United States. It was established in 1972.

Program Requirements
☐ Check off when completed

Program Prerequisites
ASLS 1411 American Sign Language 1 (3 cr) with a grade of “C” or better
ASLS 1412 American Sign Language 2 (3 cr) with a grade of “C” or better
ASLS 1413 American Sign Language 3 (3 cr) with a grade of “C” or better
ASLS 1414 American Sign Language 4 (3 cr) with a grade of “C” or better

Pre-Core Program General Education Courses
Prior to Official Acceptance into Program

Program Start Dates
Fall

See back of this guide for Course Sequence & Transfer Opportunities

Information is subject to change. This Program Requirements Guide is not a contract.
Course Sequence

The following sequence is recommended for a full-time student. Students are encouraged to take a portion of their general education requirements in the summer term during their program in order to lessen their academic load during the school year.

Part-time day courses are available during the fall and spring of the first year of the 2-year program. The summer course between first and second year is day programming. The second year of the program must be taken full-time, days. Not all courses are offered each semester; a selection of courses are offered summer term.

Required General Education Courses to be taken prior, or in progress, to submitting Program Major Application:
- Goal 1: ENGL 1711 Composition 1 .......................... 4
- Goal 5: PSYC 1720 Psychology Throughout the Lifespan preferred .................................................. 3
- ASLS 1435 Deaf Studies/Culture .......................... 3
- INTP 1442 English Grammar for Sign Language Interpreters .................................................. 2
- ASLS 1420 and INTP 1442 must be taken concurrently with ASL 1-4
- INTP 1442 English Grammar for Sign Language Interpreters .................................................. 2
- Total Semester Credits .................................................. 14

Second Semester
- ASLS 1430 ASL Linguistics .................................................. 4
- INTP 1440 Orientation to Interpreting .................................................. 3
- INTP 1512 Consecutive Interpreting 1 .......................... 4
- Goal 3: Natural Sciences
- Goal 4: Mathematical/Logical Reasoning .......................... 3
- Total Semester Credits .................................................. 13

Third Term
- INTP 1513 Consecutive Interpreting 2 .......................... 2
- Technical Electives .................................................. 2
- Goal 6: Humanities and Fine Arts .................................................. 3
- Total Semester Credits .................................................. 7

Fourth Semester
- INTP 2411 Sign to Voice Interpreting 1 .......................... 4
- INTP 2421 Voice to Sign Interpreting 1 .......................... 4
- INTP 2431 Transliterating 1 .................................................. 4
- INTP 2585 Internship Orientation .................................................. 1
- Total Semester Credits .................................................. 13

Fifth Semester
- INTP 2412 Sign to Voice Interpreting 2 .......................... 2
- INTP 2422 Voice to Sign Interpreting 2 .......................... 2
- INTP 2432 Translating 2 .................................................. 2
- INTP 2592 Interpreter Internship .................................................. 5
- Total Semester Credits .................................................. 13

Total Program Credits .................................................. 67

All INTP core courses as well as ASLS courses require a grade of “C” or better.

Program-Specific Admission Process

The Sign Language Interpreter/Transliterator program has a program-specific admission process. Admission requirements include completing the following course work before submitting the Program Major Application:
- American Sign Language 1 with a “C” or better
- American Sign Language 2 with a “C” or better
- American Sign Language 3 with a combined GPA of 3.0 in ASL 3 & ASL 4
- American Sign Language 4 with a combined GPA of 3.0 in ASL 3 & ASL 4
- ENGL 1711 Composition 1 (or equivalent) with a “C” or better
- PSYC 1720 Psychology Throughout the Lifespan preferred; PSYC 1710 General Psychology accepted. Course must be completed with a “C” or better

Program Major Application Form Submission

The Program Major Application form is called the “Application to Sign Language Interpreter/Transliterator AAS Degree Major” and is available on the program Web page. On the Program Major Application form, students verify satisfactory completion or courses in progress of the above requirements.

Minimum Program Entry Requirements

Complete prerequisite ASL 1 and ASL 2 with grade of “C” or better, ASL 3 and ASL 4 with a combined GPA of 3.0. Complete prerequisite of Composition 1 (ENGL 1711) and Psychology Throughout the Lifespan (PSYC 1720) preferred; General Psychology (PSYC 1710) accepted. Course must be completed with “C” grade or better.

It is necessary for students in the Sign Language Interpreter/Transliterator Program to be able to process auditory and visual information.

Reading: Score of 250+ or grade of “C” or better in READ 0722

Writing: Score of 250+ on Reading Comprehension or grade of “C” or better in ENGL 0922

Arithmetic: Score of 250+ or grade of “C” or better in MATH 0745

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.