

# Cosmetology

## Continuing Education Registration Form

We are collecting your email address for communication, class confirmation notices and marketing purposes.

Email addresses are not distributed.

### COURSES OFFERED (check appropriate boxes)

#### Core (online): \$55

- |                                    |                                     |                                   |                                    |
|------------------------------------|-------------------------------------|-----------------------------------|------------------------------------|
| <input type="checkbox"/> July 6-13 | <input type="checkbox"/> July 20-27 | <input type="checkbox"/> Aug 3-10 | <input type="checkbox"/> Aug 17-24 |
| <input type="checkbox"/> Sept 8-15 | <input type="checkbox"/> Sept 21-28 | <input type="checkbox"/> Oct 5-12 | <input type="checkbox"/> Oct 19-26 |
| <input type="checkbox"/> Nov 2-9   | <input type="checkbox"/> Nov 16-23  | <input type="checkbox"/> Dec 7-14 | <input type="checkbox"/> Dec 21-28 |

### PROFESSIONAL PRACTICE COURSES

#### Customer Relations (online): \$55

- |                                    |                                    |                                   |                                    |
|------------------------------------|------------------------------------|-----------------------------------|------------------------------------|
| <input type="checkbox"/> July 6-13 | <input type="checkbox"/> Aug 17-24 | <input type="checkbox"/> Oct 5-12 | <input type="checkbox"/> Nov 16-23 |
|------------------------------------|------------------------------------|-----------------------------------|------------------------------------|

#### Work-Life Balance (online): \$55

- |                                     |                                    |                                    |                                   |
|-------------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| <input type="checkbox"/> July 20-27 | <input type="checkbox"/> Sept 8-15 | <input type="checkbox"/> Oct 19-26 | <input type="checkbox"/> Dec 7-14 |
|-------------------------------------|------------------------------------|------------------------------------|-----------------------------------|

#### Millennials in the Workplace (online): \$55

- |                                   |                                     |                                  |                                    |
|-----------------------------------|-------------------------------------|----------------------------------|------------------------------------|
| <input type="checkbox"/> Aug 3-10 | <input type="checkbox"/> Sept 21-28 | <input type="checkbox"/> Nov 2-9 | <input type="checkbox"/> Dec 21-28 |
|-----------------------------------|-------------------------------------|----------------------------------|------------------------------------|

#### Eyebrow Lamination & Tint and Eyelash Lift & Tint Theory (Online): \$55

- |                                     |                                    |                                     |                                    |
|-------------------------------------|------------------------------------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> July 20-27 | <input type="checkbox"/> Aug 17-24 | <input type="checkbox"/> Sept 21-28 | <input type="checkbox"/> Oct 19-26 |
|-------------------------------------|------------------------------------|-------------------------------------|------------------------------------|

- |                                    |                                    |
|------------------------------------|------------------------------------|
| <input type="checkbox"/> Nov 16-23 | <input type="checkbox"/> Dec 21-28 |
|------------------------------------|------------------------------------|

#### Work-Life Fusion Workshop (Moorhead): \$55

- ☐ Nov 17

#### Lamination & Tint and Eyelash Lash & Tint w/kit (online): \$75

Course begins after registration is completed

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: \_\_\_\_\_

Email: \_\_\_\_\_

A unique email address is required for online courses

- ☐ Payment enclosed

- ☐ Charge my Visa/MasterCard/Discover

Mail this form or call 218.846.3733 to pay by credit card.

Card#: \_\_\_\_\_

Exp date: \_\_\_\_\_ Code: \_\_\_\_\_

Name on card: \_\_\_\_\_

Billing Zip code: \_\_\_\_\_

Minnesota State Community and Technical College  
Workforce Development Solutions  
900 Hwy 34 East  
Detroit Lakes, MN 56501

# Cosmetology

## Continuing Education

Core and Professional Practice Courses  
Fall 2020



Workforce  
Development  
Solutions

## Minnesota Cosmetology Continuing Education Courses

Since 2017, the Minnesota Board of Cosmetology has required that each licensee must complete two courses totaling 8 hours of continuing education to renew or reactivate an operator or salon manager license.

**M State offers the **Core** course and **Professional Practice** courses to satisfy the 8-hour requirement. Continuing education classes are offered online and on campus.**

### 4-hour Core course

Three credits must pertain to health, safety and sanitation, and one hour must pertain to laws and rules.

Online: \$55  
Schedule: July 6-13 or 20-27  
August 3-10 or 17-24  
September 8-15 or 21-28  
October 5-12 or 19-26  
November 2-9 or 16-23  
December 7-14 or 21-28

### 4-hour Professional Practice courses

These courses cover a wide variety of topics, from product chemistry to business management. Courses we offer:

#### ■ Customer Relations

Defining interpersonal communications and improving communication skills, starting and maintaining conversations and the differences between hearing and active listening as well as how to improve active listening.

Online: \$55  
Schedule: July 6-13  
August 17-24  
October 5-12  
November 16-23

#### ■ Work-Life Balance

Managing personal and work responsibilities by getting the tools to develop a plan to create work-life balance by making small shifts in daily routines. Work-life balance helps reduce stress and prevent burnout in the workplace.

Online: \$55  
Schedule: July 20-27  
September 8-15  
October 19-26  
December 7-14

#### ■ Millennials in the Workplace

How to maximize your working relationship with millennials (those born between 1980 and 2000) by learning the characteristics of each generation and how to effectively manage millennials.

Online: \$55  
Schedule: August 3-10  
September 21-28  
November 2-9  
December 21-28

#### ■ NEW COURSE: Eyebrow Lamination & Tint and Eyelash Lift & Tint Theory

Licensees will learn BCE requirements in safety, sanitation, and disinfection procedures, product knowledge, growth cycles, preparation for eyebrow lamination and tints, eyelash lifts and tints, and proper hands on application through manuals and videos.

Wadena: \$55  
Schedule: July 20-27 August 17-24  
September 21-28 October 19-26  
November 16-23 December 21-28

#### ■ Work-Life Fusion Workshop

Introduce concepts and provide practical processes and tools for maintaining a healthy fusion between personal and professional responsibilities and opportunities in order to best serve customers/clients in a salon setting.

Moorhead: \$55  
Schedule: 8 am - 12 pm, Tuesday, November 17

#### ■ NEW COURSE: Eyebrow Lamination & Tint and Eyelash Lift & Tint w/kit

Licensees will learn BCE requirements in safety, sanitation, and disinfection procedures, product knowledge, growth cycles, preparation for eyebrow lamination and tints, eyelash lifts and tints, and proper hands on application through manuals and videos. Students will watch demonstrations and then perform the techniques, taking pictures/videos and uploading them to the course website.

A kit including the cosmetics and disposable implements to perform at least one lash lift/tint and brow lamination/tint will be mailed upon registration. This independent course will begin based on initial registration date.

Online: \$75  
Schedule: This course is a work-at-your-own pace. The start date of your course depends on when you register (the website will list specific dates – these dates will change after you register)

### Requirements for Online Courses

Internet Explorer is not supported by our online course platform, D2L. Please use Chrome, Firefox or Safari. Participants must register using a unique email address and have access to email and to a computer (laptop, desktop or tablet).

**These courses cannot be completed on a smartphone.**

Online courses open at 8 am on the first day of the class and close at 3 pm on the last day of the class.

## Course Policies

**Class cancellations:** M State reserves the right to cancel classes due to lack of enrollment. Registration and associated fees will be refunded.

**Refund request:** Refund requests must be submitted at least three business days before the start of a class.

**No-shows and missed classes:** Refunds will not be issued to anyone who does not attend class without prior notification.

**Accommodations:** Please notify M State at time of registration if special accommodations are needed.

## Registration Information

**Payment is due at time of registration.**

Online: [www.minnesota.edu/wds](http://www.minnesota.edu/wds)  
Click **Specialized Trainings** for all in-person course offerings  
Click **Online Trainings** for all online course offerings  
(payment with credit or debit card required)

Mail: Make checks payable to M State  
Attn: Jamon Friendshuh

Phone: 218.846.3733 to use MC/Visa/Discover

## Contact Information/Questions

Workforce Development Solutions  
Jamon Friendshuh  
900 Hwy. 34 East, Detroit Lakes, MN 56501  
218.846.3733 or 800.492.4836 ext. 3733  
Fax: 218.846.3732  
[jamon.friendshuh@minnesota.edu](mailto:jamon.friendshuh@minnesota.edu)

Participants will receive a certificate of completion after successful completion of each course. M State does not report completion dates or provide certificates of completion to the Board of Cosmetology. It is up to the individual to verify they have completed the necessary courses.

 **Minnesota State**  
Community and Technical College  
Workforce Development Solutions

A member of the Northwest Minnesota  
Workforce Development Solutions

**LEARN** more. **EARN** more. [minnesota.edu/wds](http://minnesota.edu/wds)



**MINNESOTA STATE**

Minnesota State Community and Technical College.  
A member of the Minnesota State system, is an affirmative  
action, equal opportunity educator and employer.

*M State is a participating institution only, providing this training opportunity to professionals across the state. We do not have any connection to the Minnesota Board of Cosmetology, nor were we involved in the enactment of this law.*