

# 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"/> Jan 4-11  | <input type="checkbox"/> Jan 18-25   | <input type="checkbox"/> Feb 1-8    | <input type="checkbox"/> Feb 15-22   |
| <input type="checkbox"/> March 1-8 | <input type="checkbox"/> March 15-22 | <input type="checkbox"/> April 5-12 | <input type="checkbox"/> April 19-26 |
| <input type="checkbox"/> May 3-10  | <input type="checkbox"/> May 17-24   | <input type="checkbox"/> June 7-14  | <input type="checkbox"/> June 21-28  |

#### PROFESSIONAL PRACTICE COURSES

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

- |                                   |                                    |                                     |                                    |
|-----------------------------------|------------------------------------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Jan 4-11 | <input type="checkbox"/> Feb 15-22 | <input type="checkbox"/> April 5-12 | <input type="checkbox"/> May 17-24 |
|-----------------------------------|------------------------------------|-------------------------------------|------------------------------------|

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

- |                                    |                                    |                                      |                                    |
|------------------------------------|------------------------------------|--------------------------------------|------------------------------------|
| <input type="checkbox"/> Jan 18-25 | <input type="checkbox"/> March 1-8 | <input type="checkbox"/> April 19-26 | <input type="checkbox"/> June 7-14 |
|------------------------------------|------------------------------------|--------------------------------------|------------------------------------|

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

- |                                  |                                      |                                   |                                     |
|----------------------------------|--------------------------------------|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> Feb 1-8 | <input type="checkbox"/> March 15-22 | <input type="checkbox"/> May 3-10 | <input type="checkbox"/> June 21-28 |
|----------------------------------|--------------------------------------|-----------------------------------|-------------------------------------|

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

- |                                   |                                    |                                     |                                     |
|-----------------------------------|------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Jan 1-31 | <input type="checkbox"/> Feb 1-28  | <input type="checkbox"/> March 1-31 | <input type="checkbox"/> April 1-30 |
| <input type="checkbox"/> May 1-31 | <input type="checkbox"/> June 1-30 |                                     |                                     |

##### Eyebrow Lamination & Tint and Eyelash Lift & 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  
Spring 2021



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: January 4-11 or 18-25  
February 1-8 or 15-22  
March 1-8 or 15-22  
April 5-12 or 19-26  
May 3-10 or 17-24  
June 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; differences between hearing and active listening; and improving active listening.

Online: \$55  
Schedule: January 4-11  
February 15-22  
April 5-12  
May 17-24

#### ■ 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: January 18-25  
March 1-8  
April 19-26  
June 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: February 1-8  
March 15-22  
May 3-10  
June 21-28

#### ■ 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: January 1-31  
February 1-28  
March 1-31  
April 1-30  
May 1-31  
June 1-30

#### ■ 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 and uploading photos and videos 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. Your start date for this course will be based on your initial registration date.

Online: \$75  
Schedule: You will work at your own pace for this course. The course start date depends on when you register (specific dates listed on the website are not correct).

### 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 [Online Trainings](#) for all online course offerings. Credit or debit card is required for online registration.

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.*