BRENTWOOD
OPEN LEARNING COLLEGE

DIPLOMA IN

# BEAUTY THERAPY & SALON MANAGEMENT

Web: www.bolc.co.uk Email: admissions@bolc.co.uk

# Course Introduction:

**If the idea of working in a salon inspires you or you want to start your own Salon as a qualified beautician, whatever is your goal, this course is ideal for you.**

On this course you will learn all that is needed to work in Beauty industry.

| Course Benefits | BOLC Diploma |
|---|---|
| Accredited Course | ✓ |
| Full Tutor Support | ✓ |
| Delivered through distance learning | ✓ |
| Self paced, no fixed schedules | ✓ |
| Available to students any where in the world | ✓ |
| Interest Free Fee Instalments | ✓ |

> "Level 4 Beauty Therapy Diploma with BOLC is amazing. I have just completed the course. It is very thorough and covers all that you really need to know. Though before taking the course I was bit hesitant of studying beauty therapy through distance learning but the course structure is excellent and the exercises and projects we complete on the course are very practical."
>
> **Sadaf Saeed**



**Course Duration:** 1 Year (Flexible)

**Entry Requirement:**
There is no particular entry requirement for this course.

**Course Accreditation:**
Diploma in Beauty Therapy and Salon Management (Level 4)

**Awarding Body:** NCFE

**Fee Schedule:**
Total Fee: **£560** (Including Admission Fee)
Admission Fee: **£104**
**12** Monthly Instalments: **£38** / Month

There is **£100** discount if fee is paid in full.
**Discounted fee: £460**



## UNIT 1

**The Work Place Environment**

Beauty Therapy (Introduction)
Personal Hygiene and Appearance
Hygiene at the Work Place
General Hygiene Rules in a Salon
Health and Safety Rules

## UNIT 2

**Related Anatomy and Physiology**

The Work Place Environment
Skin
The Bones of Head, Neck and Shoulders
Blood
Functions of the Blood
The Lymphatic System

## UNIT 3

**Consultation and Skin Analysis**

Questioning
Visual Examination Manual
Examination The Consultation
Recognising the Skin Types
Additional Characteristics
Facial Products and Their Functions

## UNIT 4

**How to Improve and Maintain Facial Skin Conditions 1**

Preparing the Client for a Facial Treatment Carrying out a Facial Cleansing Treatment
Toning
Moisturising
Removing Skin Blockages Exfoliation

## UNIT 5

**How to Improve and Maintain Facial Skin Conditions 2**

Facial Massage
Facial Massage Movements
Step by Step Facial Massage Routine
Mask Therapy
Types of Face Mask
Applying the Mask

## UNIT 6

**Preparing Work Area and the Client for the Application of Makeup**

The Consultation
Basic Trolley Equipment for a Makeup Procedure
Concealing Cosmetics Eye Cosmetics
Lip Cosmetics
Contouring

## UNIT 7

**Professional Make Up Procedures**

Corrective Make Up for Different Face Shapes and Features
Facial Problem Areas
Using False Eye lashes Recurling Strip Lashes
Special Occasion Makeup
Photographic Makeup

## UNIT 8

**Manicure and Pedicure**

Manicure Consultation
Manicure Procedure
Nail Polish Application
Pedicure Treatment
Foot Treatments

## UNIT 9

**Hair Care**

Types of Hair
Shampooing and Conditioning the Hair and Scalp
Setting the Hair
Client's Satisfaction

## UNIT 10

**Remove and Lighten Hair Using Temporary Methods**

Temporary Measures
Wax Depilation
Warm Wax Application
Sugaring
Step by Step Sugaring Depilation Strip Sugar

## UNIT 11

**Salon Management**

The Training Process
Employee Relations
Motivating Your Employees
Essentials of Client Psychology
Attracting Salon Clients
Advertising, Marketing and promotion
Pricing strategies

# Your Learning Experience - FAQs

## How is the course delivered?

Guided learning hours for the course are 200 to 250. The course is flexible you can work according to your own schedule. The course is assignment based after each course unit you will complete an assignment which you will submit to your tutor for marking. The tutor will mark the assignment and will upload feedback on the portal within 10 working days of the assignment being submitted. On successful completion of the unit you will move on to the next unit and this you will complete your course. There is no formal exam to take at the end.

## How will I study?

When you enrol on this course you are assigned a personal expert tutor, to guide and encourage you throughout your studies with the College. Your tutor will be available throughout your course to give you help with specific issues, and difficult topics.

Relevant practical exercises and projects are introduced throughout the course aimed at applying the theory and skills learnt.

## What is so special about this course?

This is a unique course. We start from the very basics and give you all the essential knowledge required for working in the field successfully.

## What support do students get?

### Learning Material

All the core learning material will be provided to you from the college. You don't have to buy any text books. However we encourage our students to conduct their own further reading.

### Additional Supporting Material

Additional support material and useful links are available on the LMS (Learning Management System) for further reading.

### Tutor Support

When you enroll on any of our courses you are assigned a personal tutor to support you with your studies. You complete all this work under the supervision and guidance of your tutor who provides you feedback on your assignments and course work on regular basis throughout your course.

### Online Discussion Forum

Our online forums enable you to share ideas with other students and support each other throughout your studies. Tutor's regularly review the forums and reply to student's questions or concerns.

## Is the course accredited?

Yes, the course is accredited at level 4 from NCFE. NCFE is recognised as an Awarding Organisation by the qualification regulators ('regulators') for England, Wales and Northern Ireland. The regulators are the Office of Qualifications and Examinations Regulation (Ofqual) in England, the Welsh Government and the Council for the Curriculum, Examinations and Assessment (CCEA) in Northern Ireland.

The course can be taken from anywhere around the world. As long as you able to study the course that is written in and delivered via the medium of English, it does not matter where you live. Further the course does not include any activities requiring all the students to log in and interact in real time, so time zone differences does not matter either.

## How much does it cost?

The full course fee is **£560**

There are two Options available for you.

**Option 1**

When paying full fee in advance you will get **£100** fee discount and will pay **£460** for the complete course.

**Option:2**

When paying in instalments you will pay **£560** for the complete course. This fee will be paid according the following schedule:

At the time of admission **£104**. Then **12** instalments of **£38** each.

**The fee covers complete cost of your course which includes: the cost of registration, course study material, tutor support and certification fee.**

## Payment Methods

We at BOLC offer you the variety of payment methods to make the payment process easily manageable. You can choose any of the following methods to pay your fee:

- **Credit or Debit Card**
- **PayPal**
- **Bank Transfer**
- **Western Union**

## Can I pay my fees in instalments?

Yes, you can pay your fee in up to 12 interest free monthly instalments. However there is special fee discount available for those paying in full at the time of admission.

**Career opportunities**

Beauty Therapists work in beauty salons or spas, or can practice independently. There are also opportunities to work in hotels, medical clinics, sports injuries clinics, fitness and health clubs. Make-up specialists may also find work in the areas of fashion, media and the performing arts. There are even opportunities to work overseas, in holiday resorts or on cruise ships.

**How to Apply?**

**Online:**

You can enroll online by completing the **Apply Online** form on **www.bolc.co.uk**

**OR**

**Email:**

You can contact us on **admissions@bolc.co.uk** and we will send you all the course information along with the application form which you can fill in and return to us on the same email. After processing your application form we will send you an invoice for the payment of your fee along with guidance on making payment.



**Apply Now!**

# CONTACT US

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