

# DEPARTMENT OF LIFELONG LEARNING

SYLLABUS FOR SESSION 2026-27

ONE YEAR DIPLOMA IN COSMETOLOGY



## GURU NANAK DEV UNIVERSITY, AMRITSAR

The **Diploma in Cosmetology One-Year Course** is being run under the **Department of Lifelong Learning, Guru Nanak Dev University, Amritsar**. The course is of one-year duration and the examination is conducted only once at the end of the academic session. After successful completion of the course and passing the final examination, a candidate will be awarded the **Diploma in Cosmetology** by the **Department of Lifelong Learning, Guru Nanak Dev University, Amritsar**.

### Note:

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**One Year Diploma in Cosmetology (Session: 2026-27)**  
**(Department of Lifelong Learning, Guru Nanak Dev University, Amritsar)**

**PROGRAMME OBJECTIVES**

- Provide comprehensive knowledge of skincare, including advanced facial techniques, treatments, and skin analysis.
- Develop professional skills in makeup artistry, covering day, evening and bridal makeup applications.
- Train students in advanced hair care practices including cutting, styling and chemical treatments.
- Develop practical skills in hair removal techniques such as waxing and threading for different skin types.
- Enhance understanding of different skin and hair types along with suitable treatment methods.
- Promote high standards of hygiene, sanitation and safe handling of beauty equipment and products.
- Equip students with knowledge of modern cosmetology tools, technologies and cosmetic formulations.
- Develop effective communication and client consultation skills for professional service delivery.
- Introduce basic principles of salon management, customer service and entrepreneurship.

**PROGRAMME OUTCOMES**

After successful completion of this course, learners will be able to:

- Perform advanced skincare treatments and beauty therapies with confidence.
- Apply professional makeup techniques for various occasions including bridal and fashion makeup.
- Perform waxing and threading services safely and professionally.
- Analyse skin and hair conditions and recommend suitable treatments.
- Maintain professional hygiene and safety standards in a salon environment.
- Use advanced cosmetology tools and products effectively.
- Communicate professionally with clients and manage consultations.
- Establish and manage their own beauty salon or work as a freelance cosmetologist.

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**ORDINANCES**

**1) Duration of Course: -**

- a) Duration of the Course shall be One Year. Examination will be held once at the end of course after One Year as per GNDU schedule.

**2) Eligibility: -**

- a) Only for Girls.
- b) The candidate who has passed 12<sup>th</sup> Class examination with minimum 35% marks.

**3) Mode of Admission: -**

- a) The admission will be made by a committee constituted by the Worthy Vice-Chancellor strictly on the basis of the merit of the candidates in 12<sup>th</sup> class.
- b) If any of the admitted student remains absent consecutively for 15 working days without prior information and permission of heading authority from the commencement of the course, the name of such candidate shall be struck off from the rolls of the department and the next candidate on the waiting list in order of merit of the respective course shall be admitted in his/her place with the permission of the Director of the department.

**4) Attendance Instructions: -**

- a) The students admitted to One Year Diploma/Six Month Certificate Courses, who remain absent consecutively for fifteen working days during the duration of the course without any information to the department their name(s) shall be stuck of from rolls of the department with the permission of Dean Academic Affairs.
- b) The students admitted in One Year Diploma, if they attain less than 25% of the total attendance in six months their name(s) shall be stuck of from rolls of the department with the permission of Dean Academic Affairs.
- c) The students admitted in six-month certificate courses, if they attain less than 25% of total attendance in three months, the name(s) of such students shall be stuck off from rolls of the department with the permission of Dean Academic Affairs.
- d) Attended not less than 75% of the full course of lectures delivered and practical arranged for the class.
- e) The Director of the department shall have the power to condone shortage of lectures in each paper up to 15% of total taken separately.

**5) Fees: -**

- a) According to the schedule, every candidate shall pay such fees to the university, as per university rules.

**6) General Instructions: -**

- a) He/ She bears good moral character.
- b) The examination shall be held in accordance with the syllabus prescribed by the Department from time to time.
- c) The examination shall consist of Practical and Exhibit Display.
- d) The Practical paper shall be set by examiner on the spot.
- e) The medium of instruction/examination shall be English/Punjabi/Hindi in general.
- f) The marks of exhibit display shall be based on House Test and performance of the students.

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- g) The marks of exhibit display shall be submitted to the Director of the Department fifteen days before the commencement of the examination.
- h) Minimum number of marks required to pass the examination shall be 35% in each Practical/Exhibit Display separately.
- i) If the candidate Absent/Fails in one or more Practical Examination her result shall be declared Fail.
- j) The result shall be declared and published by the Department.
- k) The successful candidates shall be awarded division according to the following criteria:
  - (i) Those who obtain 60% or more marks – First division.
  - (ii) Those who obtain 50% or more but less than 60% marks – Second Division.
  - (iii) Those who obtain 35% or more marks but less than 50% - Third Division
- l) Each successful candidate shall be awarded a Certificate Signed by the Director of the Department showing the division and the Aggregate Marks obtained.
- m) Fee for issuing of duplicate certificate shall be decided from time to time by the approval of the worthy Vice-Chancellor.

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**CRITERIA FOR ADMISSION**

The Committee makes the following recommendations after deliberations: -

1.	<b>Name of the Course</b>	<b>Diploma in Cosmetology</b>	
2.	<b>Duration</b>	One Year	
3.	<b>Commencement of Course</b>	July, Every Year	
4.	<b>Eligibility</b>	10+2 pass female candidates from any recognized board.	
5.	<b>Venue</b>	Department of Lifelong Learning, Guru Nanak Dev. University, Amritsar	
6.	<b>No. of Seats</b>	40 seats	
7.	<b>Mode of Admission</b>	(i) The admission will be made by a committee duly constituted by the worthy Vice-Chancellor strictly on the basis of the merit of the candidates in 10+2. (ii) If any of the admitted student remains absent consecutively for fifteen days without prior information and permission of the heading authority, his/her name shall be struck off from the rolls of the Department and the next candidate on the waiting list in order of merit of the respective course shall be admitted in his/her place with the permission of the Director of the Department.	
8.	<b>Fee Structure</b>	Total Fee: Rs. 22450/-	
	<b>Total fee (July 2026- June 2027)</b>	Rs. 22450/- which includes: - (To be deposited at the time of admission) Admission Fee = Rs. 2200/- Examination Fee = Rs. 1400/- Tuition Fee: Rs. 1550 * 12 Months = Rs. 8600/- Identity Card Fee = Rs. 250/-	
9.	<b>Late fee at the time of admission</b>	<b>July 2026 to June 2027</b>	<b>Fees</b>
		May 8 <sup>th</sup> 2026 to July 31 <sup>st</sup> 2026	Nil
		Aug 3 <sup>rd</sup> 2026 to Aug 11 <sup>th</sup> 2026	Nil
		Aug 12 <sup>th</sup> 2026 to Aug 20 <sup>th</sup> 2026	Rs. 3000/-
		Aug 21 <sup>st</sup> 2026 to Aug 31 <sup>st</sup> 2026	Rs. 4000/-
		Sep 1 <sup>st</sup> 2026 to Sep 10 <sup>th</sup> 2026	Rs. 6000/-
		Sep 11 <sup>th</sup> 2026 to Sep 18 <sup>th</sup> 2026	Rs. 9000/-
		<b>Within 15 Days from the date of closing of admission.</b>	Rs. 10000/-
10.	<b>Review of Course of reading</b>	<b>The syllabus committee constituted by the worthy Vice-Chancellor will review the course of reading for the session.</b>	
11.	<b>Conduct of Examination Evaluation &amp; Award of Certificate.</b>	To be decided with the approval of worthy Vice-Chancellor.	

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**SCHEME OF STUDY AND EXAMINATION**

<b>COURSE CODE</b>	<b>SCHEME OF STUDY</b>		<b>SCHEME OF EXAMINATION</b>	
	<b>Name of Paper</b>	<b>Credits/Hrs. per week</b>	<b>Max. Marks</b>	<b>Examination Hrs.</b>
<b>COS101</b>	<b>Paper-I (Theory) Personal Grooming &amp; Health Management</b>	<b>6 Hrs.</b>	<b>75</b>	<b>3 Hrs.</b>
<b>COS102</b>	<b>Paper-II (Practical-I) Skin Care</b>	<b>5 Hrs.</b>	<b>100</b>	<b>4 Hrs.</b>
<b>COS103</b>	<b>Paper-III (Practical-II) Hair Care</b>	<b>5 Hrs.</b>	<b>100</b>	<b>4 Hrs.</b>
<b>COS104</b>	<b>Project/ Report on the visits</b>	<b>2 Hrs.</b>	<b>50</b>	
<b>COS105</b>	<b>Exhibit/Display</b>	<b>2 Hrs.</b>	<b>25</b>	
	<b>Total</b>		<b>350</b>	

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**PAPER – I (Theory)**  
**COS101: PERSONAL GROOMING & HEALTH MANAGEMENT**

**Time: 3Hrs.**

**Max Marks: 75**

**Instructions for the Paper Setters:**

The paper setter is required to set 9 questions in all and the students are required to attempt 05 questions. First question is compulsory and consists of 15 short answer type questions of one mark each. Section “A”, “B”, “C”, “D” consists of 2 questions. Each student is required to attempt 1 question from every section and all questions carry 15 marks each.

**Course Objectives:**

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- Develop professional skills in makeup artistry, covering day, evening, and bridal makeup applications.
- Train students in advanced hair care practices including cutting, styling, and chemical treatments.
- Develop practical skills in hair removal techniques such as waxing and threading for different skin types.
- Enhance understanding of different skin and hair types along with suitable treatment methods.
- Promote high standards of hygiene, sanitation, and safe handling of beauty equipment and products.
- Develop effective communication and client consultation skills for professional service delivery.
- Introduce basic principles of salon management, customer service, and entrepreneurship.

**SECTION-A**

**1. Cosmetology**

- What is cosmetology
- Importance of cosmetology
- Future of Cosmetology

**2. Personal Development**

- Visual Poises
- Basic Stance
- Correct Walking
- Correct Standing
- Correct Sitting
- Personal Hygiene
- Care of Yourself

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**SECTION-B**

**3. Skin Care**

- Introduction of skin
- Structure of Skin
- Types of Skin
- How to determine your skin type
- P.H Skin
- Common Skin problems (Their Do's and Don'ts) Enlarge Pores, Pigmentation, Sunburn, Pimples, Acne, Open Pores, Tanning, Pre-mature Skin and Wrinkles.
- Skin care tips for each skin type.

**4. Facial**

- Meaning
- Purpose of Facial
- Types of Facial
- Procedure and Advantages

**SECTION-C**

**5. Salon Management**

- Introduction to salon management
- Planning and Layout of Salon
- Role of Manager
- Common equipment's required for salon
- Sterilization and sanitation of salon
- Opening of your own Salon
- Personal Services Working

**6. Health and Fitness**

- Nutrition(Role of Nutrients for hair and skin, Basic 5 Food Groups, Role of water)
- Yoga (types and advantages)
- Aerobics (types and advantages)

**SECTION-D**

**7. Hair Problems**

- **Introduction to hair**
- **Histology of hair**
- Structure of hair
  - P.H. Hair
- Hair and scalp disorders and management:
  - Dandruff
  - Alopecia (Hair falling),
  - Split ends and Grey Hair.

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- **Hair Care Tips**
  - Deep conditioning (home remedies/chemicals)
- 8. Chemical Hair Treatment**
- Hair Polishing
  - Rebonding, Smoothing, Keratin
- 9. Hair Coloring.**
- Basic Principles of Color Theory
  - Global Techniques of Coloring
  - Streaking
  - Pre lightening

<b>Course Outcomes:</b>
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After completion of this section, students will be able to:
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- |  |
|--|
| <ul style="list-style-type: none"><li>• Perform advanced skincare treatments and beauty therapies with confidence.</li><li>• Apply professional makeup techniques for various occasions including bridal and fashion makeup.</li><li>• Execute hair cutting, styling, and basic chemical services efficiently.</li><li>• Perform waxing and threading services safely and professionally.</li><li>• Analyse skin and hair conditions and recommend suitable treatments.</li><li>• Maintain professional hygiene and safety standards in a salon environment.</li><li>• Use advanced cosmetology tools and products effectively.</li><li>• Communicate professionally with clients and manage consultations.</li><li>• Establish and manage their own beauty salon or work as a freelance cosmetologist</li></ul> |
|--|

**Reference Books:**

1. Healy, Text Book of Cosmetology, Prentice Hall PTR, 1993.
2. Norton, Instant Skin Care; How to have Health hassle free Skin, Anness Publishers, 2000.
3. Burke, Great Skin for Life, Hamlyn Publisher, 1996.
4. Benett, Science of Beauty Therapy. Hodder Education Publisher, 2004

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**(PRACTICAL– I)**  
**COS102: SKIN CARE**

**Time: 4Hrs.**

**Max Marks:100**

<b>COURSE OBJECTIVES:</b>
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- |  |
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| <ul style="list-style-type: none"><li>● Provide comprehensive knowledge of skincare, including advanced facial techniques, treatments, and skin analysis.</li><li>● Develop professional skills in makeup artistry, covering day, evening, and bridal makeup applications.</li></ul> |
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**1. Analysis of skin (with LED lamp)**

**2. Facial**

- Massage steps
- Motor Points/ Pressure Points
- Procedure
- Benefits
- Precautions

**3. Advance skin therapies using**

- Galvanic
- High frequency
- Ultrasonic

**4. Make up**

- Cosmetic/Product Knowledge
- Knowledge of Brushes
- Casual Make-up
- Formal Make-up
- Office Make-up
- Bridal Make-up
- How to drape Sari (Casual, Formal, Cultural)
- Dupatta Setting for Lehnga, Suits

**5. Mehandi**

- Simple
- Arabian
- Bridal Mehandi
- Tattoo Making

**6. Manicure/Pedicure**

- Cream
- Oil
- French
- Paraffin

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- Nail Art
- Nail Extension (gel, polygel, acrylic)

**Reference Books:**

1. Handa, Herbal Beauty Care, Orient Publishers, 2005.
2. Nordmann, Professional Beauty Therapy, 2<sup>nd</sup> Edition Level-3, Cengage Learning Vocational Publisher, 2010.
3. Dave, Make Up Album, Navneet Publications (India) Ltd, 2012.

<b>COURSE OUTCOMES:</b>
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After completing this course, the student will be able to:
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- |  |
|--|
| <ul style="list-style-type: none"><li>● Perform advanced skincare treatments and beauty therapies with confidence.</li><li>● Analyse skin and hair conditions and recommend suitable treatments.</li><li>● Establish and manage their own beauty salon or work as a freelance cosmetologist.</li><li>● Develop practical skills in hair removal techniques such as waxing and threading for different skin types.</li><li>● Develop professional skills in makeup artistry, covering day, evening, and bridal makeup applications.</li></ul> |
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**PAPER – III**  
**(PRACTICAL–II)**  
**COS103: HAIR CARE**

**Time: 4Hrs.**

**Max Marks:100**

<b>COURSE OBJECTIVES:</b>
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| <ul style="list-style-type: none"><li>● Enhance understanding of different skin and hair types along with suitable treatment methods.</li><li>● Promote high standards of hygiene, sanitation, and safe handling of beauty equipment and products.</li></ul> |
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**1. Hair problems & treatment**

- Herbal Treatments
- Electrotherapies

**2. Hair styling**

- Hair sectioning
- Thermal hair setting
- Hair styling (up to 10 with stuffies, donut/ 5 braids)

**3. Management of unwanted hair**

- Threading
- Bleaching
  - Cream bleach
  - Protein bleach
  - Leather bleach

- Full Body Waxing

**4. Chemical hair treatment**

- Rebonding
- Smoothing
- Keratin/Botox
- Hair Polishing

**5. Hair coloring**

- Global
- Root touch up
- Hair Highlights(OMBRE,BALAYAGE)
- Pre lightening
- Color Correction
- Heena Application

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**6. Yoga**

- Padam
- Vajar
- Dhanur
- Bhujang
- Facial exercise
- Eye exercise

<b>COURSE OUTCOMES:</b>
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|---|
| <ul style="list-style-type: none"><li>● Analyse skin and hair conditions and recommend suitable treatments.</li><li>● Maintain professional hygiene and safety standards in a salon environment.</li><li>● Train students in advanced hair care practices including cutting, styling, and chemical treatments.</li><li>● Promote high standards of hygiene, sanitation, and safe handling of beauty equipment and products.</li><li>● Develop effective communication and client consultation skills for professional service delivery.</li></ul> |
|---|

**Reference Books:**

1. Nordmann, Beauty Basics 1<sup>st</sup> Edition Level-I , Thomson Learning Publisher, 2004.
2. Piter, Professional Guide to Hair Dressing and Beauty Therapy, Thomson Learning Publisher,2003.
3. Regan, The Hair Colour Book: A Practical Guide to the Theory of Colouring Hair. Create Space Independent Publishing, 2018.
4. Milady, Practical Workbook for Milady Standard Cosmetology, Cengage Unlimited Publishers, 2016.

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**COS104**  
**PROJECT**

**Max Marks 50**

**Student will make Poster and File related to the syllabus.**

- Skin
- Hair
- Nail
- Mehendi
- Makeup product
- Hairstyle etc.
- A hard copy of the report based on practical work should be submitted

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**COS105**  
**SEMINAR/DISPLAY**

**Max Marks 25**

- Exhibit and Display
- Mehandi
- Nail Art
- Hairstyle

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**PANEL OF EXAMINERS**

The panel of examiners recommended by the syllabus committee for the Annual examination of One Year Diploma in Cosmetology at University Campus, Amritsar for the session 2026-27 and for the reappear examination to be held as per Ordinance.

1. Ms. Simranjit Kaur, Assistant Professor  
R.R. Bawa D.A.V. College for Women,  
[batalasimrankasr@gmail.com](mailto:batalasimrankasr@gmail.com)  
9417275874, 7009426341
2. Mrs. Seema, Assistant Professor  
S.G.T.B. College for Women, Amritsar  
[kamalkishore.chib84@gmail.com](mailto:kamalkishore.chib84@gmail.com)  
88475-94896
3. Monika Sharma, Assistant Professor  
Guru Gobind Singh Khalsa College, Tarn-Taran  
[s\\_mona3713@gmail.com](mailto:s_mona3713@gmail.com)  
9872853713
4. Mrs. Radhika Assistant Professor  
S.G.T.B. College, Amritsar  
[aggarwal.kunal@yahoo.com](mailto:aggarwal.kunal@yahoo.com)  
9781760280
5. Mrs. Deepika, Assistant Professor  
B.D. Arya College, Jalandhar  
[dipikaluthr91@gmail.com](mailto:dipikaluthr91@gmail.com)  
9872397568
6. Mrs. Mukti, Assistant Professor  
H.M.V. College, Jalandhar  
[muktiarora78@gmail.com](mailto:muktiarora78@gmail.com)  
9876613232