



FEDERAL MINISTRY OF EDUCATION

# **National Skills Qualifications FOR COSMETOLOGY AND BEAUTY THERAPY**

**LEVEL 1, 2 & 3**

**February, 2025**



**Innovation Development  
and Effectiveness in the  
Acquisition of Skills  
(IDEAS) Project**

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**National Board for Technical Education**

Plot B, Bida Road, P.M.B. 2239, Kaduna, Nigeria



**NATIONAL SKILLS QUALIFICATION**

**COSMETOLOGY  
AND  
BEAUTY THERAPY  
  
LEVEL 1-3**

**FEBRUARY, 2025**

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**NATIONAL SKILLS QUALIFICATION**

**COSMETOLOGY  
AND  
BEAUTY THERAPY**

**LEVEL 1**

**FEBRUARY, 2025**



## **QUALIFICATION PURPOSE**

The level 1 NSQ in Cosmetology and Beauty Therapy is designed for beginners who will practice the act of beautifying the face, hair, and skin of the customer.

## **QUALIFICATION REQUIREMENTS**

All Candidates must:

- a. Be at least 14 years of age or JSSCE equivalent
- b. Be medically fit
- c. Be physically fit
- d. Be mentally fit (Mental alertness)
- e. Have achieved all the mandatory units in the qualification
- f. Be a Nigerian citizen.

## **QUALIFICATION OBJECTIVES**

The learner should be able to:

- a. Conduct basic hair styling for all hair types.
- b. Carry out basic nail art, manicure and pedicure services.
- c. Demonstrate basic skill in hair cutting, grooming and styling.
- d. Acquire the basic knowledge and skill of skin treatment.
- e. Conduct basic makeup services to enhance facial features.
- f. Acquire the skill of body painting in its basic form. e. g Henna

### **Unit assessment requirements/evidence requirements:**

Assessment must be carried out in real workplace environment in which learning and human development is carried out. Simulation is allowed in this unit and level.

### **Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Witness Testimony (WT)
4. Personal statement (PS) or Reflective Practice (RP)
5. Assignment (ASS)
6. Recognition of Prior Learning

**Mandatory Units**

<b>S/No. /Unit No.</b>	<b>Reference Number</b>	<b>NOS Title</b>	<b>Credit Value</b>	<b>Guided Learning Hours</b>	<b>Remark</b>
<b>1</b>	<b>CBT/COS/001/L1</b>	<b>Customer Relations</b>	<b>2</b>	<b>20</b>	<b>Level 1</b>
<b>2</b>	<b>CBT/COS/002/L1</b>	<b>Communication skills</b>	<b>2</b>	<b>20</b>	<b>Level 1</b>
<b>3</b>	<b>CBT/COS/003/L1</b>	<b>Health and Safety</b>	<b>2</b>	<b>20</b>	<b>Level 1</b>
<b>4</b>	<b>CBT/COS/004/L1</b>	<b>Team work</b>	<b>2</b>	<b>20</b>	<b>Level 1</b>
<b>TOTAL</b>			<b>8</b>	<b>80</b>	

**Optional Units**

<b>S/No /Unit No</b>	<b>Reference Number</b>	<b>NOS Title</b>	<b>Credit Value</b>	<b>Guided Learning Hours</b>	<b>Remark</b>
<b>5</b>	<b>CBT/COS/005/L1</b>	<b>Hairdressing</b>	<b>5</b>	<b>50</b>	<b>Level 1</b>
<b>6</b>	<b>CBT/COS/006/L1</b>	<b>Barbing services</b>	<b>3</b>	<b>30</b>	<b>Level 1</b>
<b>7</b>	<b>CBT/COS/007/L1</b>	<b>Makeup artistry</b>	<b>4</b>	<b>40</b>	<b>Level 1</b>
<b>8</b>	<b>CBT/COS/008/L1</b>	<b>Spa treatment and skincare</b>	<b>4</b>	<b>40</b>	<b>Level 1</b>
<b>9</b>	<b>CBT/COS/009/L1</b>	<b>Nail care services</b>	<b>3</b>	<b>30</b>	<b>Level 1</b>
<b>10</b>	<b>CBT/COS/010/L1</b>	<b>Body art and design</b>	<b>2</b>	<b>20</b>	<b>Level 1</b>
<b>TOTAL</b>			<b>21</b>	<b>210</b>	

**Unit 1: CUSTOMER RELATIONS****Unit Reference Number: CBT/COS/001/L1**

<b>Level:</b>	<b>1</b>
<b>Credit Value:</b>	<b>2</b>
<b>Guided Learning Hours:</b>	<b>20</b>

**Unit Purpose:** This Unit is aimed at equipping the learner with knowledge and skills to be able to establish quality customer relations that is beneficial within the Beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is not allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)

**Unit 1: CUSTOMER RELATIONS**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1:</b>  <b>Understand basic customer relations.</b>	1.1	Explain customer relations.								
	1.2	Explain the activities of customer relations.								
	1.3	Perform customer relations: - <ul style="list-style-type: none"> <li>• Meet and welcome customers with proper body language e.g. brilliant smile, eye contact etc.).</li> <li>• Offer the customers comfort within the treatment area.</li> <li>• Request for the customers' needs in the beauty area.</li> <li>• Identify and confirm the customer needs.</li> <li>• Carry customers along in carrying out their request.</li> <li>• Check with customers that they are comfortable with the actions being carried out.</li> </ul>								
<b>LO 2:</b>  <b>Identify customer service problems and options for solving them</b>	2.1	Explain customer service.								
	2.2	Identify customer service problems.								
	2.3	Explain the options for solving customer service problems.								
<b>LO 3:</b>	3.1	Gather customers complain and pacify the customer								

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>					<b>Evidence Ref Page number</b>			
<b>The learner will:</b>		<b>The learner can:</b>									
<b>Identify actions to avoid the repetition of customer service problems</b>	3.2	Report customer's complain to appropriate authority.									
	3.3	Carryout action on superior's directive and monitor the changes made.									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 2: COMMUNICATION SKILLS****Unit Reference Number: CBT/COS/002/L1****NSQ Level: 1****Credit Value: 2****Guided Learning Hours: 20**

**Unit Purpose:** This Unit is aimed at equipping the learner with the skills and knowledge to be able to communicate effectively in the beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)



**Unit 2: COMMUNICATION SKILLS**

<b>LEARNING OBJECTIVE (LO)</b>  <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>	<b>Evidence Ref. Page No.</b>
<b>LO 1:</b>  understand communication.	1.1	Define communication.		
	1.2	Identify the different forms of communication e.g. verbal communication, non-verbal communication, written communication.		
	1.3	Identify communication tools and their uses e.g. tablets, phones, magazines etc.		
	1.4	List the different channels of communication e.g. notice board, flyers, stickers, flyers, etc.		
<b>LO 2:</b>  Understand communication style	2.1	Define communication style.		
	2.2	Explain communication styles		
	2.3	Select the right style for your job role.		
	2.4	Communicate appropriately.		
<b>LO 3:</b>  Know the art of effective communication	3.1	Apply verbal communication appropriately.		
	3.2	Apply non-verbal communication appropriately.		
	3.3	Apply written communication appropriately.		

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 3: HEALTH AND SAFETY****Unit Reference Number: CBT/COS/003/L1****NSQ Level: 1****Credit Value: 2****Guided Learning Hours: 20**

**Unit Purpose:** This Unit is aimed at equipping the learner with the skills to be able to maintain safe, hygienic and secure environment.

**Unit Assessment Requirements/Evidence Requirements:** Assessment must be carried out in real workplace environment in which learning and human capacity development is practised.

**Simulation is allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)

**Unit 3: HEALTH AND SAFETY**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref Page number</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO1: understand personal health and hygiene</b>	1.1	Explain personal health and hygiene.								
	1.2	List the requirement of personal health and hygiene in line with professional standard.								
	1.3	Demonstrate the requirement of personal health and hygiene in line with professional standard.								
<b>LO2: Understand and awareness of health and safety</b>	2.1	Describe your responsibilities under the health and Safety rules of your organisation								
	2.2	Identify safety procedures to follow when attending to clients								
	2.3	Explain the procedure in handling tools and equipment								
<b>LO 3: know control and report of hazards in the Workplace.</b>	3.1	Explain the importance of working in a healthy, safe and hygienic way.								
	3.2	Identify some hazards or potential hazards in your work environment and act appropriately.								
	3.3	Describe likely causes of hazards that may occur in your work place.								
	3.4	Demonstrate ways of preventing these hazards in your workplace.								
<b>LO4: know emergency procedures.</b>	4.1	Explain emergency procedures.								
	4.2	Describe organisational security procedures and their importance								
	4.3	Describe the type of emergencies that may happen in the Workplace and how to handle them.								
	4.4	Carryout emergency procedures.								
<b>LO5: know compliance with Health and Safety Regulations</b>	5.1	Identify first aid equipment and the registered first-aider in the workplace								
	5.2	Explain ways of lifting and handling items safely								
	5.3	Describe infection control in the work place. E.g., sterilisation, disinfection etc.								
	5.4	Sterilise all equipment for multiple use after each usage.								

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>					<b>Evidence Ref Page number</b>			
<b>The learner will:</b>		<b>The learner can:</b>									
	5.6	State the importance of reporting all unusual/non-routine incidents to the appropriate persons.									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 4: TEAM WORK****Unit reference number: CBT/COS/004/L1****NSQ level: 1****Credit value: 2****Guided learning hours: 20**

**Unit Purpose:** The purpose for this qualification is to impact onto the learner, skills and knowledge required to develop team spirit and positive working relationship.

**Unit assessment requirements/evidence requirements**

Assessment must be carried out in real workplace environment in which automotive services and repair operations are carried out. Simulation is not allowed in this unit and level.

**Assessment method will include:**

1. Direct Observation / oral questions (DO)
2. Question and Answer (QA)
3. Practical assessment
4. Witness Testimony (WT)
5. Personal statement (PS)

**Unit 4: TEAM WORK**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>	<b>Evidence Ref. Page No.</b>
<b>The learner will:</b>		<b>The learner can:</b>		
<b>LO 1:</b>  understand positive working relationship	1.1	Define team work		
	1.2	Explain the importance of team work		
	1.3	Assist team members when requires		
	1.4	Communicate to the appropriate personnel when request for assistance fallen outside area of responsibility		
<b>LO 2:</b>  Know responsibilities within the team	2.1	Describe ones role and responsibilities within the team		
	2.2	Perform individual task in line with the team rules and regulations		
	2.3	Participate effectively in team work.		
<b>LO 3:</b>  Understand compliance with organisational policies	3.1	Explain professional code of practice.		
	3.2	Explain professional code of practice.		
	3.3	Describe industry standard and structure		

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date



**Unit 5: HAIR DRESSING****Unit Reference Number: CBT/COS/005/L1****NSQ Level: 1****Credit Value: 5****Guided Learning Hours: 50**

**Unit Purpose:** This Unit is aimed at providing the learner with knowledge and basic skills of hairdressing.

**Unit Assessment Requirements/ Evidence Requirements:** Assessment must be carried out in real workplace environment in which learning and human development takes place. Simulation is allowed.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence

**Unit 5: HAIR DRESSING**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1: Understand hairdressing</b>	1.1	Define hairdressing.								
	1.2	Explain the techniques of hairdressing.								
	1.3	Explain the different hair types.								
	1.4	Identify the types of hair texture.								
	1.5	Identify health and safety measures in the workspace.								
<b>LO 2: understanding and skill of tools care</b>	2.1	Identify the tools needed for hairdressing.								
	2.2	Use tool appropriately in hairdressing.								
	2.3	Demonstrate after care service of tools used in hair dressing								
	2.4	Store hair dressing tools appropriately								
<b>LO 3: Understand hair shampooing, conditioning &amp; scalp massage.</b>	3.1	Describe the client parathion for the service.								
	3.2	Carryout shampooing and conditioning of client's hair.								
	3.3	Perform scalp massage'								
	3.4	Perform scalp drying								
	3.4	Style and finish hair of client.								
<b>LO 4: know hair drying.</b>	4.1	Explain the different methods of hair drying.								
	4.2	Describe hair drying using a blow dryer or diffuser.								

LEARNING OBJECTIVE (LO)		PERFORMANCE CRITERIA	Evidence Type					Evidence Ref. Page No.				
The learner will:		The learner can:										
	4.3	Describe hair drying using a hooded dryer.										
	4.4	Carryout hair drying procedure using any.										
<b>LO 5: Understand two stranding</b>	5.1	Select appropriate tools to use for two strand twist.										
	5.2	Prepare client before service.										
	5.3	Carry out hair service to the required style and agreed technique.										
	5.4	Clean tools, equipment and work area.										
<b>LO 6: Carry out weaving &amp; matting.</b>	6.1	Prepare the client's hair for weaving or matting										
	6.2	Identify the various scalp and hair disorders on client's head.										
	6.3	Carryout scalp massage.										
	6.4	Perform Weaving or matting for client's hair to an agreed style and store appropriately.										

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 6: BARBING SERVICES****Unit Reference Number: CBT/COS/006/L1****NSQ Level: 1****Credit Value: 3****Guided Learning Hours: 30**

**Unit Purpose:** This Unit is aimed at equipping the learner with basic knowledge and skills which involves achieving a desired look with a neat, beautiful outline finishing for a client using the appropriate tool.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in a real work environment where learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO) (Observation is mandatory).
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence

**Unit 6: BARBING SERVICES**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>					<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>									
<b>LO 1:</b> Know concept of barbing	1.1	Define barbing.									
	1.2	Explain the requirements for setting up a barbing salon.									
	1.3	Identify the tools used for barbing.									
	1.4	Describe the barbing procedure.									
	1.5	Prepare clients hair prior to barbing.									
<b>LO 2:</b> Carry out hair cutting.	2.1	Carryout preparation of clients hair prior to cutting:  <ul style="list-style-type: none"> <li>• Drape your client.</li> <li>• Select appropriate tools</li> </ul>									
	2.2	Perform the head cutting on client: <ul style="list-style-type: none"> <li>• Massage the client's scalp with warm towel.</li> <li>• Apply appropriate hairspray.</li> </ul>									
	2.3	Clean up client									
	2.4	Clean up tools and work area.									
<b>LO 3:</b> know sterilizing barbing tools	3.1	Define sterilization.									
	3.2	Identify types of sterilization methods e.g. dry-heat and antiseptic.									
	3.3	Identify items for sterilization e.g. clipper.									
	3.4	Carryout sterilization of tools and store appropriately									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 7: MAKEUP ARTISTRY****Unit Reference Number:** CBT/COS/007/L1**NSQ Level:** 1**Credit Value:** 4**Guided Learning Hours:** 40**Prerequisite:** interest.

**Unit Purpose:** This Unit is aimed at acquainting the learner with basic knowledge and skills in makeup application.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. Simulation is allowed.

**/Assessment Methods To Be Used Include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence



**Unit 7: MAKEUP ARTISTRY**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1:</b>  <b>understand basic principles of makeup</b>	1.1	Define makeup.								
	1.2	Describe types of makeup.								
	1.3	Sketch and label facial structure as it relates to makeup.								
	1.4	Explain make up application (for different skin types).								
	1.5	Identify the tools and products for makeup application.								
<b>LO 2:</b>  <b>Know preparation for makeup service</b>	2.1	Explain the process of preparing client for makeup service.								
	2.2	Determine the client's needs: Ensure the makeup objectives are clear, realistic and agreed with the client.								
	2.3	Prepare for makeup service: <ul style="list-style-type: none"> <li>• Drape the client.</li> <li>• Ensure lighting conditions are appropriate.</li> <li>• Ensure reachable display of products and items.</li> </ul>								
<b>LO 3:</b>  <b>Use foundation and concealer products to suit client's skin needs.</b>	3.1	Describe types of foundation.								
	3.2	Prepare clients for foundation application.								
	3.3	Use foundation shade that is suitable for the client skin tone.								
	3.4	Use concealer to disguise any skin blemishes.								
	3.5	Apply powder to get a finished smooth look.								

LEARNING OBJECTIVE (LO)		PERFORMANCE CRITERIA	Evidence Type				Evidence Ref. Page No.			
The learner will:		The learner can:								
<b>LO 4: know brow grooming and shaping</b>	4.1	Explain the different method of brow grooming								
	4.2	Explain the different shapes in brow grooming.								
	4.3	Describe the tools for brow grooming and shaping (tweezer, wax, blade, scissors)								
	4.4	Prepare the client for brow grooming and shaping: <ul style="list-style-type: none"> <li>Brush brow through.</li> <li>Shape brow to desired look.</li> </ul>								
	4.5	Use brows pencil or colour to fill the brows								
	4.6	Use the highlighter to define the brow bone.								
	4.7	Applying powder to smoothen the brow bone.								
<b>LO 5: Know eyeliner to enhance client's eye features.</b>	5.1	Explain different eyeliners (gel eyeliner, pencil eyeliner, liquid eyeliner).								
	5.2	Apply eyeliners to enhance the eyes.								
	5.3	Use mascara to coat eyelashes.								
<b>LO 6: Know lip products in makeup</b>	6.1	Explain the different types of lip products e.g. (lip gloss, lip liners, lip sticks, lip stain, lip pencil).								
	6.2	Apply the lip liners after moisturizing to define and frame the shape of the lips.								
	6.3	Use lip colours to warm, brighten or pop the lips as desired by the client.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 8: SPA TREATMENT AND SKINCARE****Unit Reference Number: CBT/COS/008/L1****NSQ Level: 1****Credit Value: 4****Guided Learning Hours: 40**

**Unit Purpose:** This Unit is aimed at providing the learner with the knowledge and skill of how to carry out basic spa services.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Simulation is allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence

**Unit 8: SPA TREATMENT AND SKINCARE**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evidence Type	Evidence Ref. Page No.
<b>LO 1:</b>  understand spa treatment.	1.1	Explain spa treatment.		
	1.2	List different spa treatment		
	1.3	Identify equipment and products used in spa treatment.		
<b>LO 2:</b>  understanding massaging.	2.1	Define massage.		
	2.2	Explain types of massage.		
	2.3	Prepare for massage service (massage room and self)		
	2.4	Explain client preparation and positioning to the client.		
	2.5	Apply massage oil using effleurage.		
	2.6	Perform massage manipulation. e.g. petrissage, tapotement etc and clean excess oil from client body.		
<b>LO 3:</b>  Understand body treatment.	3.1	Define body treatment.		
	3.2	Explain types of body treatment.		
	3.3	Identify tools and products for body treatments.		
	3.4	Prepare for body treatment (work area, self, and client)		
	3.5	Preform desired body treatment: <ul style="list-style-type: none"> <li>• Apply rose water to open pores.</li> <li>• Use steam or Sauna for the client.</li> <li>• Scrub the body in circular motions both hands.</li> </ul>		
	3: 6	Apply appropriate mask where required.		
	3.7	Use Moisturiser to suit clients need and Rehydrate the client.		
<b>LO 4:</b>  know facials treatment and skin analysis.	4.1	Define facial treatment.		
	4.2	Identify the tools and products for facial treatment.		
	4.3	Prepare for facial treatment (self, client, room).		

LEARNING OBJECTIVE (LO)		PERFORMANCE CRITERIA  The learner can:	Evidence Type					Evidence Ref. Page No.			
The learner will:											
	4.4	Carry out skin analysis on client.									
<b>LO 5:</b>  Perform the act of removing hair from the body.	5.1	Prepare for hair removing service (client, self and room)									
	5.2	Perform hair removing service: <ul style="list-style-type: none"> <li>Clean skin surface.</li> <li>Apply pre-wax treatment to surface.</li> <li>Apply wax gel in in the direction of the hair growth.</li> <li>Apply wax strips to identified area.</li> <li>Hold strip down on skin and pull against the direction of hair growth.</li> </ul>									
	5.3	Apply post wax treatment e.g. (oil, wax gel).									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 09: NAIL CARE SERVICES****Unit Reference Number: CBT/COS/009/L1****Level: 1****Credit Value: 3****Guided Learning Hours: 30**

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge and skill to render basic nail services.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development is carried out. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence



**LO 2: Unit 09: NAIL CARE SERVICES**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evidence Type	Evidence Ref. Page No.
<b>LO 1: know nail care</b>	1.1	Define nail care.		
	1.2	Explain the importance of nail care.		
	1.3	List tools for nail care.		
<b>LO 2: understand pedicure services</b>	2.1	Prepare (self, client, and room)		
	2.2	Prepare the client's for pedicure services. <ul style="list-style-type: none"> <li>Remove any existing nail polish.</li> <li>Apply cuticle removing liquid.</li> <li>Add disinfectant in warm water and soak feet.</li> <li>Take foot out of warm water and dab with towel.</li> <li>Remove cuticle using cuticle trimmer.</li> <li>Remove excessive hard skin using a foot rasp, without discomfort to the client.</li> <li>Cut and file the client's nails.</li> <li>Rinse and dry client's feet.</li> </ul>		
	2.3	Use foot and nail treatment where applicable.		
<b>LO 3: Demonstrate the skills of manicure services</b>	3.1	Prepare for self, client, and room		
	3.2	Prepare client's for manicure services (Prep and file nails)		
	3.3	Perform manicure service on client and use treatment where applicable.		
	3.4	Apply hand cream and massage on clients hand		
<b>LO 4: understand Nail Art design</b>	4.1	Prepare work area, self, and client.		
	4.2	Discuss and agree on client's needs.		
	4.3	Select working tools.		
	4.4	Perform nail art designed to client satisfaction. <ul style="list-style-type: none"> <li>Create nail patterns.</li> <li>Apply base coat.</li> <li>Perform agreed design to client's satisfaction</li> </ul>		

LEARNING OBJECTIVE (LO)		PERFORMANCE CRITERIA	Evidence Type	Evidence Ref. Page No.
The learner will:		The learner can:		

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 10: BODY ART AND DESIGN****Unit Reference Number: CBT/COS/010/L1****NSQ Level: 1****Credit Value: 2****Guided Learning Hours: 20**

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge, skills and competences in the basic forms of body art and design.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment where learning and human capacity building takes places. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Product Evidence

**Unit 10: BODY ART AND DESIGN**

<b>LEARNING OBJECTIVE (LO)</b> <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>LO 1:</b>  <b>know body art and design</b>	1.1	Explain body art and design.								
	1.2	Identify the types of body art and design e.g. henna, tattoo								
	1.3	Identify the tools and equipment used for body art and design.								
	1.4	Explain care and maintenance of body art, design tools and equipment.								
<b>LO 2:</b>  <b>Understand henna</b>	2.1	Define henna.								
	2.2	Identify types of henna e.g. Indian, Arabian, housa etc.								
	2.3	Identify the tools used for henna.								
	2.4	Identify client's skin type for henna services.								
	2.5	Select the design that suits client's needs.								
	2.6	Use henna to make selected patterns on clients desired body part.								
<b>LO 3:</b>  <b>Understand tattoo design.</b>	3.1	Define tattoo.								
	3.2	Identify different types of tools and equipment used for tattooing.								
	3.3	Identify client's skin for design.								
	3.4	Carryout design to client satisfaction.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**NATIONAL SKILLS QUALIFICATION**

**COSMETOLOGY  
AND  
BEAUTY THERAPY**

**LEVEL 2**

**FEBRUARY, 2025**

## **GENERAL INFORMATION**

### **QUALIFICATION PURPOSE**

The level 2 NSQ in Cosmetology and Beauty Therapy is designed for people with basic knowledge who want to progress in the act of beautifying the face, hair, and skin.

### **QUALIFICATION OBJECTIVES**

**The learner should be able to:**

- g. Carry out hair styling for all hair style and textures.
- h. Carry out nail design, manicure and pedicure services.
- i. Demonstrate skills in various hair barbing, treatment and coloring.
- j. Demonstrate skills in various waxing.
- k. Perform different body Massage and relaxation skills.
- l. Perform the art of different makeup application styles.
- m. Demonstrate the skill of body painting.

**MANDATORY Units**

S/No /Unit No	Reference Number	NOS Title	Credit Value	Guided Learning Hours	Remark
1	CBT/COS/001/L2	Customer Relations	2	20	Level 2
2	CBT/COS002/L2	Communication Skills	2	20	Level 2
3	CBT/COS003/L2	Health and Safety	2	20	Level 2
4	CBT/COS004/L2	Team Work	2	20	Level 2
<b>TOTAL</b>			<b>8</b>	<b>80</b>	

**OPTIONAL Units**

S/No /Unit No	Reference Number	NOS Title	Credit Value	Guided Learning Hours	Remark
5.	CBT/COS005/L2	HAIR DRESSING 2	5	50	Level 2
6.	CBT/COS006/L2	BARBING SERVICES 2	2	20	Level 2
7.	CBT/COS007/L2	MAKEUP ARTISTRY 2	4	40	Level 2
8.	CBT/COS008/L2	SPA TREATMENT AND SKINCARE 2	5	50	Level 2
9.	CBT/COS/09/L2	NAIL CARE SERVICES 2	3	30	Level 2
10.	CBT/COS/010/L2	BODY ART AND DESIGN 2	2	20	Level 2
<b>TOTAL</b>			<b>21</b>	<b>210</b>	

**Unit 1: CUSTOMER RELATIONS****Unit Reference Number: CBT/COS/001/L2**

<b>Level:</b>	<b>2</b>
<b>Credit Value:</b>	<b>2</b>
<b>Guided Learning Hours:</b>	<b>20</b>

**Unit Purpose:** This Unit is aimed to further equip the learner with knowledge and skills to be able to establish quality customer relations that is beneficial within the cosmetology and beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is not allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)



**Unit 1: CUSTOMER RELATIONS**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1:</b>  <b>Understand delivering service to clients.</b>	1.1	Describe the importance of customer service delivery.								
	1.2	Determine and handle client's needs in a knowledgeable and friendly way.								
	1.3	Communicate to clients, approximated response time of delivery and meet deadlines in a timely manner.								
<b>LO 2:</b>  <b>Know how to identify repeated customer service problems and options for solving them</b>										
	2.1	Use customer feedback forms.								
	2.2	Assemble and review clients feedback to help improve service delivery e.g. feedback forms, word of mouth etc.								
	2.4	Address customer issues/request based on feedback received.								
<b>LO 3:</b>  <b>Carry out telephone etiquette.</b>										
	3.1	Describe the importance of phone calls in customer relation service								
	3.2	Identify self politely to the caller with a smile.								
	3.3	Address the caller's request and assist accordingly or transfer to appropriate person.								
	3.4	Indicate the end of conversation in a courteous and professional way thanking the caller and waiting for the caller to hang up first.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 2: COMMUNICATION SKILLS****Unit Reference Number: CBT/COS/002/L2****Level: 2****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** Level 1 Communication Skills

**Unit Purpose:** This Unit is aimed at equipping the learner with further skills and knowledge to be able to communicate effectively in the cosmetology and beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is not allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 2: COMMUNICATION SKILLS**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1: Understand types of workplace communication.</b>	1.1	Explain the importance of communication in a workplace								
	1.2	Differentiate the forms of transactional communication e.g. verbal and nonverbal communication in workplace								
	1.3	Identify workplace communication tools e.g. tablets, phones etc.								
	1.4	Describe the different channels of communication in a workplace e.g. conversations, events, messages, graphics, audio, video, meetings etc.								
<b>LO 2: Demonstrate communication style</b>	2.1	Describe the most common communication styles in the workplace i.e. open, reserved, direct and indirect.								
	2.2	Use the common elements of communication e.g. body language, eye contacts, sign language, facial expressions, posture etc.								
	2.3	Communicate appropriately in the workplace.								
<b>LO 3: Demonstrate the art of effective communication</b>	3.1	Communicate verbally.								
	3.2	Communicate nonverbally.								
	3.3	Use appropriate communication tools.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 3: HEALTH AND SAFETY IN COSMETOLOGY AND BEAUTY THERAPY****Unit Reference Number: CBT/COS/003/L2****Level: 2****Credit Value:****Guided Learning Hours: 20****Prerequisite:** Level 1 Health and Safety.

**Unit Purpose:** This Unit is aimed at equipping the learner with the relevant skills to maintain safe, hygienic and secure environment.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (APL)
7. Work Product (WP)

**Unit 3: HEALTH AND SAFETY IN COSMETOLOGY AND BEAUTY THERAPY**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1: carry out risk management In the workplace</b>	1.1	Explain risks in cosmetology and beauty therapy.								
	1.2	Identify and classify workplace hazards in cosmetology and beauty therapy.								
	1.3	Communicate any possible dangerous situations to control the risk in cosmetology								
<b>LO 2: understand chemical, physical, and biological hazards in the workplace.</b>	2.1	Describe potential sources of biological, physical, and chemical hazards e.g. (blood borne diseases, skin infections, hazardous chemicals)								
	2.2	Explain the various health problems associated with exposures to hazards in the workplace.								
	2.3	Prepare and keep up to date Hazardous Chemical Register about chemicals stored, handled or used at the workplace.								
<b>LO 3: Understand skills of health and safety measures in risk control.</b>	3.1	Explain electrical installation in the workplace.								
	3.2	Identify risk associated with electrical installation workplace.								
	3.3	Carryout Control on electrical equipment by tagin.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 004: TEAM WORK****Unit reference number: CBT/COS/004/L2****NSQ level: 2****Credit value: 2****Guided learning hours: 20****Prerequisite:** level 1 Team Work**Unit Purpose:**

The purpose for this qualification is to impact onto the learner, skills, knowledge and understanding required to develop team spirit and positive working relationship

**Unit assessment requirements/evidence requirements**

Assessment must be carried out in real workplace environment in which automotive services and repair operations are carried out. Simulation is not allowed in this unit and level.

**Assessment method will include:**

8. Direct Observation /oral questions (DO)
9. Question and Answer (QA)
10. Witness Testimony (WT)
11. Personal statement (PS)
12. Work product (WP)
13. Recognition of Prior Learning (RPL)

**Unit 004: TEAM WORK**

LO (Learning outcome)		Criteria:-	Evidence Type				Evidence Ref Page number			
<b>LO 1</b> <b>Demonstrate positive working relationship with colleagues</b>	1.1	Describe team work.								
	1.2	Explain the merits of good team work.								
	1.3	work effectively in a team.								
<b>LO 2</b> <b>understand organizational code of practice</b>										
	2.1	Define organizational code of practice.								
	2.2	Perform in line with organizational ethics or requirement.								
	2.3	Maintain effective participation in a team.								
<b>LO 3</b> <b>know organizational code of conduct</b>										
	3.1	Explain code of conduct as it relates to cosmetology and beauty therapy industry.								
	3.2	Use organizational code of conduct in own practice.								
	3.3	Carryout review of organizational code of conduct in own practice.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 5: HAIR DRESSING****Unit Reference Number: CBT/COS/005/L2****Level: 2****Credit Value: 5****Guided Learning Hours: 50****Prerequisite:** Level 1 Hair dressing.

**Unit Purpose:** This Unit is aimed at providing the learner with the progressive knowledge and skills in hairdressing.

**Unit Assessment Requirements/ Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **STIMULATION IS NOT ALLOWED.**

**Assessment Methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT}
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Wok Product (WP)



**Unit 5: HAIR DRESSING**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1:</b>  <b>understand the hair Textures.</b>	1.1	Define hair textures.								
	1.2	Identify natural hair texture.								
	1.3	Identify chemically treated hair texture (e.g. relaxed hair)								
	1.4	Explain products for Natural hair texture								
	1.5	Explain products for chemically treated hair types.								
<b>LO 2:</b>  <b>Demonstrate hair weaving with extensions.</b>	2.1	Describe the process of hair weaving with extensions.								
	2.2	Prepare work area, and self								
	2.3	Select with the client hair weaving extension style.								
	2.4	Prepare client for hair weaving. <ul style="list-style-type: none"> <li>• Drape client.</li> <li>• Look out for the scalp disorders in relation to hair weaving.</li> <li>• Section the hair to determine the structure, growth pattern and density for hair weaving with extensions.</li> </ul>								
	2.5	Perform hair weaving extension to client desired length								
	2.6	Carryout hair styling and Style client's attached hair extensions as agreed.								
<b>LO 3:</b>  Demonstrate hair braiding with extension.	3.1	Describe hair braiding with extension.								
	3.2	Prepare work area, self, and client								
	3.3	Prepare extension to client desired length.								
	3.4	Perform braiding with extension as agreed with clients.								

[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 6: BARBING SERVICE****Unit Reference Number: CBT/COS/006/L2****NSQ Level: 2****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** Basic knowledge in Barbing.

**Unit Purpose:** This Unit is aimed at equipping the learner with progressive knowledge and skills to achieve a desired neat, beautiful outline finishing for clients' hair using required equipment and tools.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in a real work environment where learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO) (Observation is mandatory).
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 6: BARBING SERVICE**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>			<b>Evidence Type</b>		<b>Evidence Ref. Page No.</b>
<b>The learner will:</b>		<b>The learner can:</b>					
<b>LO1:</b>  <b>Understand barbing techniques.</b>	1.1	Define the term barbing techniques and barbing styles.					
	1.2	Identify the tools for each barbing technique.					
	1.3	Carryout barbing styles.					
<b>LO 2:</b> know <b>scissors and comb haircut Techniques.</b>	2.1	Describe scissor over comb haircut techniques					
	2.2	Prepare oneself, client and area for scissor over comb haircut techniques					
	2.3	Communicate with your client on the look and agreed length for scissor over comb haircut Technique.					
	2.4	Carry out a client scissor over comb haircut Technique.					
	2.5	Carryout cleaning service on: <ul style="list-style-type: none"> <li>Client after scissor over comb haircut techniques.</li> <li>Tools and sterilize after scissor over comb haircut.</li> <li>Technique on a client.</li> <li>Work area after carrying out scissor over comb haircut.</li> </ul>					
<b>LO3:</b> know  <b>clipper and comb haircut Techniques.</b>	3.1	Describe clipper over comb haircut Technique.					
	3.2	Prepare oneself, client, and work area to carry out clipper over comb haircut					
		Technique on a client.					
	3.3	Carry out a client clipper over comb haircut technique using desired length and style.					
	3.4	Carryout cleaning up service on:					

[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 7: MAKEUP****Unit Reference Number: CBT/COS/007/L2****NSQ Level: 2****Credit Value: 4****Guided Learning Hours: 40****Prerequisite:** Knowledge in basic makeup application.

**Unit Purpose:** This Unit is aimed at acquainting the learner with further knowledge and skill of the application of various makeup types.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Stimulation isn't allowed.**

**Assessment Methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 7: MAKEUP**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evidence Type	Evidence Ref. Page No.
<b>LO1:</b>  understand different makeup looks.	1.1	Explain different makeup looks and face shapes.		
	1.2	Describe the different face shapes.		
	1.3	Identify different tools for makeup services.		
	1.4	Carry out any makeup look on a client.		
<b>LO 2:</b> understand brow grooming by shaping.	2.1	Describe the tools for carrying out brow grooming and shaping (tweezer, wax...etc).		
	2.2	Prepare oneself and client for brow grooming and shaping.		
	2.3	agree with client on method to use for brow grooming service.		
	2.4	Carry out client brow shaping as a method of grooming the brows.		
	2.5	clean up self, client and tools after brow shaping service.		
<b>LO 3:</b> know makeup application	3.1	Explain the term basic makeup application.		
	3.2	Explain colour theory in basic make up application.		
	3.3	Describe types of foundations in basic makeup application.		
	3.4	Explain the process for basic makeup application.		
	3.5	Prepare oneself, client and work area for makeup application.		
	3.6	Prepare the client's skin for basic makeup application service.		
	3.7	Carry out complete basic makeup on a client.		

<b>LO 4:</b>  Understand false eye lash Application (Strip)	4.1	Describe the term false eye lash.																	
	4.2	Describe types of false eye lash.																	
	4.3	Describe how to carry out false eye lash application.																	
	4.4	Prepare oneself and work area to carry out false eye lash application																	
	4.5	Prepare client, false eye lashes to carry out false eye lash application service.																	
	4.6	Carry out false eye lashes application on a client using agreed length and type of false eye lashes.																	
	4.7	Apply eye liner to finished false eye lashes on a client.																	
	4.8	Clean up, oneself, client, work area and tools after false eye lashes application service.																	

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date



**Unit 08: SPA TREATMENT AND SKINCARE****Unit Reference Number: CBT/COS/008/L2****NSQ Level: 2****Credit Value: 5****Guided Learning Hours: 50****Prerequisite:** Basic knowledge in Spa treatment and skincare.

**Unit Purpose:** This Unit is aimed at providing the learner with the knowledge and skill to carry out exfoliation, waxing, massage, body treatment and facials.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 08: SPA TREATMENT AND SKINCARE**

<b>LEARNING OBJECTIVE (LO)</b>  <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>					<b>Evidence Ref. Page No.</b>			
<b>LO 1: know steamer and sauna.</b>	1.1	Define sauna.									
	1.2	Describe the process of the sauna use.									
	1.3	Define steamer.									
	1.4	Describe the process of the steamer use.									
	1.5	Explain the benefits of the steaming and sauna use.									
	1.6	Identify items found in a sauna/stream room.									
<b>LO 2: understand body message to relax and its benefits</b>	2.1	Describe the term massage.									
	2.2	Explain types of massage e.g. head message, full body message, back etc.									
	2.3	Determine the method of massage. Manual and Machine.									
	2.4	Explain the benefits of massage (psychological, physiological).									
	2.5	Determine the appropriate massage for each individual by consultation e.g. deep tissue message, relaxation, pregnancy, Swedish etc.									
	2.6	Set up work area, client, and self for full body message.									
	2.7	Carryout cleaning services after for oneself, client and work area.									
<b>LO 3: underarm waxing</b>	3.1	Explain the term waxing.									
	3.2	Describes types of waxing.									
	3.3	Identify the tools for waxing.									
	3.4	Prepare oneself, client and work area for waxing service.									
	3.5	Carry out underarm waxing: <ul style="list-style-type: none"> <li>• Apply pre-wax treatment.</li> <li>• Waxing on a client.</li> <li>• Apply post-wax treatment.</li> </ul>									
	3.6	Carryout cleaning up service on client and work area.									
	4.1	Explain facial treatment									

<b>LO 4: know facial treatment for various skin types.</b>	4.2	Prepare self, client, and work area.									
	4.3	Identify tools and products for facial and various skin treatment.									
	4.4	Use appropriate wipes and face wash to deep cleanse the face									
	4.5	Use appropriate face scrub to exfoliate the face									
	4.6	Perform face steaming									
	4.7	Use appropriate mask on the face and clean.									
	4.8	Use appropriate serum or moisturizer to massage the face.									
	4.9	Carryout cleaning service on oneself, client, and work area.									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 09: BODY ART AND DESIGN****Unit Reference Number: CBT/COS/009/L2****NSQ Level: 2****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** Basic knowledge and skills to perform body art and design.

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge, skills and competences in application of materials used for body art and design.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment where learning and human capacity building takes places. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT}
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 09: BODY ART AND DESIGN**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evidence Type	Evidence Ref. Page No.
<b>LO1:</b>  <b>Carry out Arabian Henna</b>	1.1	Describe Arabian Henna.		
	1.2	Describe different patterns of Arabian Henna.		
	1.3	Identify the tools for applying Arabian Henna.		
	1.4	Carryout skin analysis prior to Arabian henna.		
	1.5	Select design patterns that suits client's needs.		
	1.6	Carry out Arabian henna design patterns on a client's hands and body parts.		
<b>LO 2:</b>  <b>Carry out Hausa Henna.</b>	2.1	Describe Hausa henna.		
	2.2	Describe types of Hausa Henna design		
	2.3	Identify tools for carrying out Hausa Henna pattern and designs.		
	2.4	Identify different patterns of Hausa designs.		
	2.5	Carryout skin analysis prior to Hausa henna services.		
	2.6	Determine the design pattern that suits client's needs.		
	2.7	Apply Hausa henna pattern and designs on a client's hands and body parts.		
	2.8	Carryout cleaning services for oneself, client, and work area.		
<b>LO3: carry out Indian Henna</b>	3.1	Describe Indian henna.		
	3.2	Describe types of Indian Henna patterns.		
	3.3	Identify different patterns of Indian designs.		
	3.4	Identify tools for Indian Henna.		

	3.5	Carryout skin analysis for Indian henna services.										
	3.6	Determine India Henna design pattern that suits client's needs.										
	3.7	Apply Indian henna pattern designs on a client's hands and desired body parts										
	3.8	Carryout cleaning services for oneself, client and work area.										

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 10: NAIL CARE SERVICES****Unit Reference Number: CBT/COS/010/L2 Level: 2****Credit Value: 3****Guided Learning Hours: 30****Prerequisite:** Basic knowledge in Nail art and design.

**Unit Purpose:** This Unit is aimed at equipping the learner with further knowledge and skill to render nail design and treatment services.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development is carried out. **Simulation is not allowed in this unit and level.**

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness /Testimony (WT)
5. Personal Statement (PS)
6. Recognition of Prior Learning (RPL)
7. Work Product (WP)

**Unit 10: NAIL CARE SERVICES**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evid Type  Evidence	Evidence Ref. Page No.
<b>LO 1: understand Nail treatment.</b>	1.1	Define Nail treatment.		
	1.2	Explain the different types of nail treatment.		
	1.3	Identify tools used for nail treatment.		
	1.4	Carry out nail treatment on a client for an identified nail condition.		
<b>LO2: Understand fixing false nails</b>	2.1	Define false nails		
	2.2	Explain various false nails and how to care for them (acrylic, stick-on, gel.....etc).		
	2.3	Prepare work area for fixing stick-on false nails on a client.		
	2.4	Prepare client nails for fixing false stick-on nails.		
	2.5	Carry out a complete fixing of false nails on a client.		
	2.6	Carryout cleaning services for oneself, client, and work area after false nails service.		
<b>LO 3: know nail designs.</b>	3.1	Define the term nail design.		
	3.2	Identify the various nail designs.		
	3.3	Determine client's desired design.		



[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**NATIONAL SKILLS QUALIFICATION**

**COSMETOLOGY  
AND  
BEAUTY THERAPY**

**LEVEL 3**

**FEBRUARY, 2025**

**NSQ LEVEL 3 – COSMETOLOGY AND BEAUTY THERAPY****QUALIFICATION PURPOSE**

The level 3 NSQ in Cosmetology is designed for people with knowledge who want to progress in the act of beautifying the face, hair, and skin.

**QUALIFICATION OBJECTIVES**

The learner should be able to:

- n. Carry out advanced hair styling for all hair styles and textures.
- o. Carry out advanced nail designs, manicure and pedicure services.
- p. Demonstrate advanced skills in hair cutting, treatment and colouring.
- q. Demonstrate skills in waxing.
- r. Perform different body massage and relaxation skills.
- s. Perform the art of different makeup types.
- t. Demonstrate the skill of intricate body painting.

**MANDATORY Units**

S/No /Unit No	Reference Number	NOS Title	Credit Value	Guided Learning Hours	Remark
1	CBT/COS/001/L3	Customer Relations	2	20	Level 3
2	CBT/COS/002/L3	Communication Skills	2	20	Level 3
3	CBT/COS/003/L3	Health and Safety	2	20	Level 3
4	CBT/COS/004/L3	Team Work	2	20	Level 3
5	CBT/COS/005/L3	Basic Marketing	2	20	Level 3
<b>TOTAL</b>			<b>10</b>	<b>100</b>	

**OPTIONAL Units**

S/No /Unit No	Reference Number	NOS Title	Credit Value	Guided Learning Hours	Remark
6.	CBT/COS/006/L3	HAIR DRESSING 3	5	50	Level 3
7.	CBT/COS/007/L3	BARBING SERVICES 3	3	30	Level 3
8.	CBT/COS/008/L3	MAKEUP ARTISTRY 3	4	40	Level 3
9.	CBT/COS/009/L3	MASSAGE AND BODY TREATMENT	4	40	Level 3
10	CBT/COS/0010/L3	MANUAL FACIAL TREATMENT AND SKIN CARE.	4	40	Level 3
11	CBT/COS/0011/L3	BODY ART AND DESIGN	2	20	Level 3
12	CBT/COS/012/L3	NAIL CARE SERVICES 3	3	30	Level 3
<b>TOTAL</b>			<b>25</b>	<b>250</b>	<b>Level 3</b>

## Unit 1: CUSTOMER RELATIONS

Unit Reference Number: CBT/COS/001/L3    Level:    3

**Credit Value:** 2

**Guided Learning Hours: 20**

**Prerequisite:** Level 2 Customer Relations.

**Unit Purpose:** This Unit is aimed to further equip the learner with knowledge and skills to be able to establish quality customer relations that is beneficial within the cosmetology and beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is not allowed** in this unit.

**Assessment methods to be used include:**

- i. Direct Observation (DO)
- ii. Question and Answer (QA)
- iii. Assignment (ASS)
- iv. Witness Testimony (WT)
- v. Personal Statement (PS)
- vi. Recognition of Prior Learning (RPL)
- vii. Work Product (WP)
- viii. Professional Discussion (PD)

**Unit 1: CUSTOMER RELATIONS**

<b>LO (Learning outcome)</b>		<b>Criteria:-</b>	<b>Evidence Type</b>				<b>Evidence Ref Page number</b>			
<b>Learner will:</b>		<b>Learner can:</b>								
<b>LO 1:</b> <b>Analyse the contributions of colleagues in delivering service to clients.</b>	1.1	Describe how to deliver customer service as a team.								
	1.2	Explain the role of each individual in a customer service team.								
	1.3	Explain how to encourage open contributions of team members to deliver service.								
	1.4	Demonstrate and review team contribution for standardisation in line with work place expectation.								
<b>LO 2:</b> <b>Understand different touch points of customer service.</b>	2.1	Explain the different methods of customer service delivery. e.g., Enabling text message and telephoning.								
	2.2	Carry out customer service via text messaging.								
	2.3	Carry out customer service via emailing								
	2.4	Carry out customer service via available social media channels.								
<b>LO 3:</b> <b>Understanding customer retention.</b>	3.1	Explain customer retention.								
	3.2	Explain possible loyalty programs for customer.								
	3.3	Discuss referral system.								
	3.4	implement intentional referral system								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 2: COMMUNICATION SKILLS****Unit Reference Number: CBT/COS/002/L3****Level: 3****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** Level 2 Communication Skills

**Unit Purpose:** This Unit is aimed at equipping the learner with high level skills and knowledge to be able to communicate effectively in the beauty industry.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is not allowed** in this unit.

**Assessment methods to be used include:**

- 1) Direct Observation (DO)
- 2) Question and Answer (QA)
- 3) Assignment (ASS)
- 4) Witness Testimony (WT)
- 5) Personal Statement (PS)
- 6) Accreditation of Prior Learning (APL)
- 7) Product Evidence

**Unit 2: COMMUNICATION SKILLS**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1:</b>  <b>Identify skills for effective communication.</b>	1.1	Explain how to become an active listener								
	1.2	Demonstrate effective communication on how to <ul style="list-style-type: none"> <li>• Exude confidence.</li> <li>• Develop rapport.</li> <li>• Show empathy</li> <li>• Use right tone of voice</li> <li>• Showing respect at all times</li> </ul>								
	1.3	Demonstrate how to provide, receive and respond adequately to feedback								
<b>LO 2:</b>  <b>Demonstrate the advantages of effective communication in a workplace</b>	2.1	Explain a healthy workplace culture.								
	2.2	Discuss how effective communication promotes health workplace culture.								
	2.3	Demonstrate how effective communication promote customer satisfaction								
<b>LO 3: know how to improve work place communication</b>	3.1	Identify the appropriate communication medium.								
	3.2	Use the appropriate communication medium you are familiar with.								
	3.3	Discuss how to eliminate noise while transmitting your message.								
	3.4	Explain the act of clarification when need be.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date



**Unit 3: HEALTH AND SAFETY****Unit Reference Number: CBT/COS/003/L3**

<b>Level:</b>	<b>2</b>
<b>Credit Value:</b>	<b>2</b>
<b>Guided Learning Hours:</b>	<b>20</b>
<b>Prerequisite:</b> Level 1 and 2 Health and Safety.	

**Unit Purpose:** This Unit is aimed at equipping the learner with the skills to be able to maintain safe, hygienic and secure environment.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human capacity development is practised. **Simulation is allowed** in this unit.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence

**Unit 3: HEALTH AND SAFETY**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>					<b>Evidence Ref. Page No.</b>				
<b>The learner will:</b>		<b>The learner can:</b>										
<b>LO 1:</b>  <b>Demonstrate the purpose of health &amp; safety requirement in cosmetology and beauty therapy.</b>	1.1	Explain need to follow health & safety practices.										
	1.2	Identify health & safety tools that must be available in the premises.										
	1.3	Demonstrate the use of four of the tools mentioned above.										
<b>LO 2:</b>  <b>understand individual basic right in health and safety.</b>	2.1	Explains five laws of Health & safety in Nigeria.										
	2.2	Explain employee health & safety rights										
	2.3	Explain employer health & safety rights.										
	2.4	Explain customer health & safety rights.										
<b>LO 3: Describe the three main influence of health &amp; safety.</b>	3.1	Describe people influence.										
	3.2	Describe material and equipment influence.										
	3.3	Describe environment and process influence.										

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 004: TEAM WORK****Unit reference number: CBT/COS/004/L3****NSQ level: 3****Credit value: 20****Guided learning hours: 20****Prerequisite:** level 2 Team Work**Unit Purpose:**

The purpose of this qualification is to impact onto the learner the knowledge and understanding required to improve team spirit and positive working relationship

**Unit assessment requirements/evidence requirements**

Assessment must be carried out in real workplace environment in which automotive services and repair operations are carried out. Simulation is not allowed in this unit and level.

Assessment method will include:

- 1) Direct Observation / oral questions (DO)
- 2) Question and Answer (QA)
- 3) Practical assessment
- 4) Witness Testimony (WT)
- 5) Personal statement (PS)
- 6) Work product (WP)
- 7) Recognition of Prior Learning (RPL)

**Unit 004: TEAM WORK**

LO (Learning outcome) Criteria:-			Evidence Type				Evidence Ref Page number			
<b>LO 1</b> <b>Know how to improve working relationship with colleagues</b>	1.1	Describe self-role and responsibility in a team.								
	1.2	Describe commitment and positive participation of self in a team								
	1.3	Explain trust and delegation within a work team.								
	1.4	Explain actualization and deadline within a work team.								
<b>LO 2</b> <b>Know how to overcome problems within a team</b>										
	2.1	Explain effective team communication								
	2.2	Describe team motivation								
	2.3	Explain management of diversity in team								
<b>LO 3</b> <b>Know method of improving team productivity</b>										
	3.1	Describe Mutual accountability.								
	3.2	Explain Cross- functional team collaboration approach to meet deadline.								
	3.3	Review team roles and evaluate regularly.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 5: Basic Marketing****Unit Reference Number: CBT/COS/005/L3****Level: 3****Credit Value: 2****Guided Learning Hours: 20**

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge and skill to render to have a knowledge on Basic services.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development is carried out. **Simulation is not allowed in this unit and level.**

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness /Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence

**Unit 5 Basic Marketing**

<b>LEARNING OBJECTIVE (LO)</b>  <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>	<b>Evidence Ref. Page No.</b>
<b>LO1 understand marketing</b>	1.1	Define Marketing.		
	1.2	Explain the Principle of Marketing.		
	1.3	Determine the concept of marketing.		
LO2 understand methods of marketing	2.1	Explain traditional marketing		
	2.2	Explain digital marketing.		
	2.3	Determine the difference between traditional marketing and digital marketing		
<b>LO3 understand digital marketing</b>	3.1	Identify the tools in digital marketing: • Social media. • E-mail marketing.		
	3.2	Demonstrate the content creation as a component of digital marketing.		
	3.3	Demonstrate the use of three social media platforms as marketing tool		

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 6: HAIR DRESSING****Unit Reference Number: CBT/COS/006/L3**

<b>Level:</b>	<b>3</b>
<b>Credit Value:</b>	<b>5</b>
<b>Guided Learning Hours:</b>	<b>50</b>

**Unit Purpose:** This Unit is aimed at providing the learner with the relevant professional knowledge and skills in hairdressing.

**Unit Assessment Requirements/ Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **STIMULATION IS NOT ALLOWED.**

**Assessment Methods to Be Used Include:**

- 1) Direct Observation (DO)
- 2) Question and Answer (QA)
- 3) Assignment (ASS)
- 4) Witness Testimony (WT)
- 5) Personal Statement (PS)
- 6) Recommended Prior Learning (RPL)
- 7) Product Evidence 15. Professional Discussion

**Unit 6: HAIR DRESSING**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>		<b>Evidence Ref. No.</b>	<b>Page</b>
<b>The learner will:</b>		<b>The learner can:</b>				
<b>LO 1: Understand the structure of hair</b>	1.1	Explain the hair structure				
	1.2	Explain hair structure with reference to hair growth				
	1.3	Sketch and label the hair structure.				
<b>LO 2: Know hair analysis in natural hair.</b>	2.1	Define hair analysis				
	2.2	Explain the four methods of hair analysis				
	2.3	Prepare client for hair analysis				
	2.4	Perform hair analysis on natural hair				
	2.5	Identify any contra-indications from the analysis.				
<b>LO 3: Use different thermal hair tools in hair styling.</b>	3.1	Explain thermal tools.				
	3.2	Explain the uses of five thermal tools				
	3.3	Prepare work area, and client for hair styling.				
	3.4	Perform hair styling using at least two thermal styling tools.				
	3.5	Carryout hair styling to client's desire.				
	3.6	Perform cleaning services for tools, equipment and work area after hair styling.				
<b>LO 4: Performing chemical hair treatment with colors e.g. Dye</b>	4.1	Explain chemical hair treatment (dye, color.....etc).				
	4.2	Describe dye types for chemical hair treatment.				
	4.3	Determine hair colour choice with client for treatment.				
	4.4	Prepare self, client and work area for performing chemical dye treatment.				
	4.5	Drape the client for chemical dye treatment.				
	4.6	Carry out agreed color treatment on client				



[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 7: BARBING SERVICE****Unit Reference Number: CBT/COS/007/L3****NSQ Level: 3****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** basic knowledge in Barbing.

**Unit Purpose:** This Unit is aimed at equipping the learner with mid professional knowledge and skills to achieve a client's desired look using appropriate tools and procedures.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in a real work environment where learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO) (Observation is mandatory).
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence
8. Professional discussion ( PD )

**Unit 7: BARBING SERVICE**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO 1: know clipper work.</b>	1.1	Describe three functions of the hair clipper								
	1.2	Describe the uses of the different clipper attachment.								
	1.3	Perform health and safety procedure before putting clipper to use.								
	1.4	Prepare one's self and client for barbing								
	1.5	Determine with client on desired hair style.								
	1.6	Perform clipper handling in cutting clients hair to desired look.								
	1.7	Carry out after haircut grooming on client.								
	1.8	Carry out clean up client, tools and work area.								
<b>LO2: know hair style and carving in barbing</b>	2.1	Explain 3 different hair styles. E.g., Mohawk.								
	2.2	Describe tools used for the 3 different hair styles.								
	2.3	Explain the procedure for achieving the 3 different hair styles.								
	2.4	Explain carving as a finishing procedure in hair barbing.								
	2.5	Determine with client on desired hair style.								
<b>LO3: know shaving and beard styling.</b>	3.1	Explain different styles of beards.								
	3.2	Explain 5 methods of beard shaving.								
	3.3	Describe the tools used in shaving beard.								
	3.4	Explain 5 beard shaving. Procedures.								
	3.5	Prepare one's self and client.								
	3.6	Determine with client on desired beard shaving method and look.								
	3.7	Perform shaving and styling of beard to client's desired look.								

	3.8	Carry out after shave grooming on client.											
	3.9	Carry out cleaning up on client and self.											
	3.10	Perform Sterilization of tools and equipment and clean-up work area.											

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 8: MAKEUP****Unit Reference Number: CBT/COS/008/L3****NSQ Level: 3****Credit Value: 4****Guided Learning Hours: 40****Prerequisite:** Knowledge in basic makeup application.

**Unit Purpose:** This Unit is aimed at acquainting the learner with the knowledge and skill of the advance application of various makeup types.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Stimulation isn't allowed.**

**Assessment Methods To Be Used Include:**

- i. Direct Observation (DO)
- ii. Question and Answer (QA)
- iii. Assignment (ASS)
- iv. Witness Testimony (WT)
- v. Personal Statement (PS)
- vi. Accreditation of Prior Learning (APL)
- vii. Product Evidence

**Unit 8: MAKEUP**

LEARNING OBJECTIVE (LO)  The learner will:		PERFORMANCE CRITERIA  The learner can:	Evidence Type	Evidence Ref. Page No.
<b>LO 1:</b>  <b>know casual makeup.</b>	1.1	Prepare work area, and oneself for service.		
	1.2	Prepare client for service: <ul style="list-style-type: none"> <li>• Drape the client.</li> <li>• Prep the client skin.</li> <li>• Prime skin for service.</li> </ul>		
	1.3	Carryout make up application on client. <ul style="list-style-type: none"> <li>• Apply Foundation and concealer to even-out tone.</li> <li>• Set with powder to a finish look.</li> <li>• Fill in brows and define to desired shape.</li> <li>• Use suitable eye shadow Colour and liner to enhance eyes.</li> <li>• Use lip colour as desired by client.</li> <li>• Set the face with a finish spray.</li> </ul>		
	1.4	Carryout washing and sterilisation of tools.		
	1.5	Perform cleaning of work area.		
<b>LO 2:</b>  <b>understand difference between casual &amp; party looks.</b>	2.1	Carryout casual make-up and party make up look.		
	2.2	Describe five occasions for casual make-up looks.		
	2.3	Explain an indoor party look from an outdoor party look		
	2.4	Describe five occasions for party look		
<b>LO3:</b> <b>Know eye brow waxing</b>	3.1	Define eye brow waxing		
	3.2	Identify tools needed for eye brow waxing		
	3.3	Prepare work area and oneself for service		
	3.4	Prepare client for service and agree with client on desired shape		

[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 09: MESSAGE AND BODY TREATMENTS****Unit Reference Number: CBT/COS/009/L3****NSQ Level: 3****Credit Value: 4****Guided Learning Hours: 40****Prerequisite:** Basic knowledge in Spa treatment and skincare.

**Unit Purpose:** This Unit is aimed at providing the learner with the knowledge and skill to carry out beauty treatments in a safe, hygienic and professional manner.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence 8. Professional discussion



**Unit 09: MASSAGE AND BODY TREATMENT `**

<b>LEARNING OBJECTIVE (LO)</b> <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>LO 1</b> know Massage and body treatment.	1.1	Explain massage and body treatment <ul style="list-style-type: none"> <li>Define massage</li> <li>List some types of massage (Swedish, Hot stone, Aromatherapy...)</li> <li>Benefits of massage</li> <li>List some Spa body treatments (body scrub, waxing..)</li> </ul>								
	1.2	Define Skin and its functions								
	1.3	Identify the layers of the skin.								
<b>LO 2</b> <b>Understand Swedish massage manually.</b>	2.1	Explain Swedish massage								
	2.2	Maintain safe and hygienic methods of massage.								
	2.3	Prepare client for massage services.								
	2.4	Perform Swedish massage professionally using five massage techniques and the appropriate massage medium on client.								
	2.5	Certify client is satisfied and relaxed.								
<b>LO 3:</b>  carry out aromatherapy massage.	3.1	Define aromatherapy.								
	3.2	Identify six aromatherapy oils and their benefits.								
	3.3	Carry out blending of oils to meet client's needs.								
	3.4	Prepare massage room, self and client.								
	3.5	Perform aromatherapy massage to aid sleep using pre-blended oils.								
	3.6	Certify client satisfaction and Clean up massage room.								
<b>LO 4</b> Demonstrate steam and sauna use.	4.1	Prepare sauna for use by client								
	4.2	Prepare steam for use by client								
	4.3	Perform health and safety checks on client before use of steam or sauna.								
	4.4	. Maintain decency and privacy on client for use of sauna or steam								

[illegible]

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 10: MANUAL FACIAL TREATMENTS AND SKIN CARE****Unit Reference Number: CBT/COS/0010/L3****NSQ Level: 3****Credit Value: 4****Guided Learning Hours: 40****Prerequisite:** Basic knowledge in Facials and skincare.

**Unit Purpose:** This Unit is aimed at providing the learner with the knowledge and skill to carry out beauty treatments in a safe, hygienic and professional manner.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development takes place. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence 8. Professional discussion

**UNIT 10: MANUAL FACIALS AND SKIN CARE TREATMENTS**

<b>LEARNING OBJECTIVE (LO)</b> <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b> <b>The learner can:</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>LO 1</b> understand skin.  <b>LO 2</b> <b>Know Cosmetic ingredients and its application.</b>	1.1	Define Skin and its functions								
	1.2	Identify the layers of the skin.								
	1.3	Identify the types of skin <ul style="list-style-type: none"> <li>• Oily skin</li> <li>• Dry skin</li> <li>• Combination....</li> </ul>								
	2.1	Explain the importance of product knowledge in skin care								
	2.2	Identify some major ingredients in skin care products.								
	2.3	Differentiate major skin care ingredients according to skin type.								
<b>LO :3</b> <b>Carry out basic Facials</b>	4.1	Prepare work area, self and client								
	4.2	Prepare and ensure health and safety checks of facials.								
	4.3	Perform skin analysis after face cleansing								
	4.4	Assemble needed products based on skin analysis.(scrub, toner, mask...)								
	4.5	Perform facials based on skin type.								
	4.6	Certify finished result is to client's satisfaction.								
<b>LO :4</b>  <b>know Facial extraction.</b>	5.1	Explain Facial extraction.								
	5.2	Identify tools and products used for facial extraction.								
	5.3	Prepare client for facial extraction: <ul style="list-style-type: none"> <li>• Apply pre-extraction treatment.</li> </ul>								
		<ul style="list-style-type: none"> <li>• Steam clients face.</li> <li>• Perform extraction on blackhead and whiteheads only.</li> <li>• Apply post extraction treatment.</li> </ul>								

<b>LEARNING OBJECTIVE (LO)</b> <b>The learner will:</b>	<b>PERFORMANCE CRITERIA</b>		<b>Evidence Type</b>					<b>Evidence Ref. Page No.</b>			
	<b>The learner can:</b>										
	5.4	Use moisturize on clients face.									
	5.5	Guide on after care and next service date.									
	5.6	Carryout clean up treatment room.									

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 11: BODY ART AND DESIGN****Unit Reference Number: CBT/COS/011/L3****NSQ Level: 3****Credit Value: 3****Guided Learning Hours: 30****Prerequisite:** Basic knowledge and skills to perform body art and design.

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge, skills and competences in application of materials used for body art and design.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment where learning and human capacity building takes places. **Simulation is not allowed** in this unit and level.

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence

**Unit 11: BODY ART AND DESIGN**

<b>LEARNING OBJECTIVE (LO)</b>		<b>PERFORMANCE CRITERIA</b>	<b>Evidence Type</b>				<b>Evidence Ref. Page No.</b>			
<b>The learner will:</b>		<b>The learner can:</b>								
<b>LO1:</b>  <b>Know tattoo design</b>	1.1	Explain tattoo designs								
	1.2	Identify different patterns of tattoo designs								
	1.3	Identify tools for tattoo designs.								
	1.4	Analyse skin type for tattoo designs.								
<b>LO 2: understand the application of body tattoo.</b>	2.1	Describe types of tattoo: <ul style="list-style-type: none"> <li>• Semi-permanent.</li> <li>• Permanent.</li> </ul>								
	2.2	Describe professional tattoo.								
	2.3	Identify tools used for tattoo								
	2.4	Carry out a professional tattoo service on a client.								
	2.5	Carryout clean-up service on oneself, client and work area.								
<b>LO3:</b>  <b>know modern tattoo machines</b>	3.1	Identify the modern tattoo machines								
	3.2	Describe the benefits of a modern tattoo machine								
	3.3	Use a modern tattoo machine to carry out body painting on a client.								
	3.4	Carryout clean-up service on oneself, client & work area.								

Learners Signature:	Date
Assessors Signature:	Date
IQA Signature (if sampled)	Date
EQA Signature (if sampled)	Date

**Unit 12: NAIL CARE SERVICES****Unit Reference Number: CBT/COS/012/L3****Level: 3****Credit Value: 2****Guided Learning Hours: 20****Prerequisite:** knowledge in Nail art and design.

**Unit Purpose:** This Unit is aimed at equipping the learner with the knowledge and skill to render nail design and treatment services.

**Unit Assessment Requirements/Evidence Requirements:**

Assessment must be carried out in real workplace environment in which learning and human development is carried out. **Simulation is not allowed in this unit and level.**

**Assessment methods to be used include:**

1. Direct Observation (DO)
2. Question and Answer (QA)
3. Assignment (ASS)
4. Witness /Testimony (WT)
5. Personal Statement (PS)
6. Accreditation of Prior Learning (APL)
7. Product Evidence



**Unit 12: NAIL CARE SERVICES**

<b>LEARNING OBJECTIVE (LO)</b>  <b>The learner will:</b>		<b>PERFORMANCE CRITERIA</b>  <b>The learner can:</b>	<b>Evidence Type</b>					<b>Evidence Ref. Page No.</b>			
<b>LO1:</b>  <b>understand acrylic false Nails</b>	1.1	Explain acrylic as false Nails.									
	1.2	Explain the different types of acrylic powders.									
	1.3	Identify tools and products used for acrylic service.									
<b>LO 2:</b>  <b>Carry out fixing acrylic false nails</b>	2.1	Prepare work area, oneself and client.									
	2.2	Select false nails and fix on client.									
	2.3	Carry out acrylic service on false nails									
	2.4	Apply desired nail polish									
	2.5	Carryout clean up on client hand and work area.									
<b>LO3:</b>  <b>Know nail designs on acrylic nails.</b>	3.1	Prepare oneself and work area.									
	3.2	Identify the various nail designs.									
	3.3	Determine with client on desired nail design									
	3.4	Carry out designs on acrylic nails.									
	3.5	Carryout Clean up service on oneself, client and work area.									
<b>LO 4:</b>  <b>Know nail infection and treatment.</b>	4.1	Explain different nail infections e.g., fungi									
	4.2	Discuss the likely causes of fungi nail infection.									
	4.3	Discuss available treatment for nail infections.									
	4.4	Perform health and safety protocol before treatment.									
	4.5	Prepare oneself, client and work area.									
	4.6	Carry out treatment on fungi infected nail.									
	4.7	Carryout clean up service on oneself, client and work area.									
Learners Signature:			Date								
Assessors Signature:			Date								
IQA Signature (if sampled)			Date								
EQA Signature (if sampled)			Date								

**National Skills  
Qualifications  
FOR  
COSMETOLOGY  
AND BEAUTY  
THERAPY**

**LEVEL 1, 2 & 3**



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