



EST. 1946

CIDESCO

THE WORLD STANDARD FOR BEAUTY & SPA THERAPY

CIDESCO Make-up School Application

This Document relates to a Training Establishment applying for Accreditation to offer a CIDESCO Diploma in Make-up

DATE OF APPLICATION: _____ (day/mth/yr)

NAME OF SCHOOL: _____

ADDRESS OF SCHOOL: _____

TEL: _____ **FAX:** _____ **E-MAIL:** _____

WEBSITE ADDRESS: _____

DATE OF SCHOOL ESTABLISHED: _____

DATE SCHOOL STARTED TEACHING MAKE-UP: _____

MEMBER OF CIDESCO NATIONAL SECTION: Yes / No

DATE OF JOINING NATIONAL SECTION: _____

NAME OF PERSON RESPONSIBLE FOR THE MANAGEMENT OF THE SCHOOL:

SCHOOL OWNER: _____

COMPANY

INDIVIDUAL



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Please ensure the following are enclosed with your application:

A school applying to become an Accredited CIDESCO Make-up School must prepare an original and 2 copies of the following documents:

- Names, qualifications and experience of all full-time and part-time teachers and visiting lecturers, indicating the hours and the subjects they teach. (Photocopies of the relevant qualification papers must be available at the applying school when it is inspected by the CIDESCO Assessor).
- Timetables and hours of each subject taught.
- Plan of the classrooms showing where running water (hot and cold) is available, electrical sockets, toilets, offices, store-rooms, windows, etc. (Photographs must be included with the plans).
- Number of Make-up students registered at school: _____
- List of equipment and furniture.
- Written proof certifying that the applying school is a member, or will become a member of its National CIDESCO Section, if such Section exists.
- Copy of existing prospectus of the applying school.
- A copy of the school registration/accreditation with local and national authorities.
- Floor plan of School Premises.
- Daily Register of student attendance details (example).
- Timetable for the Media Make-up Diploma
- Timetable for the Advanced Media Make-up Diploma
- Name of products used

To be attached separately to application:

- Attach list of Text books used by students
- Give details of school library and other reference materials available to students
- Give details on any printed lecture notes used



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CIDESCO Media Make-up School Application (Annex 1)

Number of students per course (minimum and maximum)			
Number of students per class (minimum and maximum)			
Inspector use	COMPULSORY PRACTICAL TRAINING EQUIPMENT		
		Quantity	Remarks
	Digital Camera		
	Video camera / Tripod		
	Video/DVD and TV equipment		
	Videotapes/DVDs or digital devices for teaching		
	Projector		
	Cupboard for equipment for skin care / make-up / special effects materials		
	Hairdressing equipment (please attach separately)		
	Mannequin for hairstyling		
	Airbrushing equipment		
	Make-up mirrors		
	Special lighting & filters		
	High make-up stools		
	Lecture tables and chairs		
	Separate lock-up storage for dangerous materials		
	Black & White back drops & any other colours		
	Blackboard / whiteboard		
	Internet access		
	Computers		
	Oven (for foam works)		
	Material and equipment for foam latex works		
	Material and equipment for plaster work and design		
	Working coat		

Please attach any other equipment list separately

Please note that the yellow highlighted equipment is only needed for Schools teaching Advanced Media Make-up Diploma



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DETAILS OF TEACHERS AND THEIR QUALIFICATIONS – Listed in order of Seniority
Teacher/s responsible for the Media Make-up education must be adequately trained and qualified in the subjects they teach.

Name of Principal _____
Employed since _____
Date of joining the Make-up profession _____
Number of hours employed per week _____
Subjects taught _____

Qualifications _____

Name of responsible teacher _____
Employed since _____
Date of joining the Make-up profession _____
Number of hours employed per week _____
Subjects taught _____

Qualifications _____

Name _____
Employed since _____
Date of joining the Make-up profession _____
Number of hours employed per week _____
Subjects taught _____

Qualifications _____

Name _____
Employed since _____
Date of joining the Make-up profession _____
Number of hours employed per week _____
Subjects taught _____

Qualifications _____

Name _____
Employed since _____
Date of joining the Make-up profession _____
Number of hours employed per week _____
Subjects taught _____

Qualifications _____



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TRAINING HOURS

Courses dates: Start: _____ Finish: _____

Number of hours per week: _____ Months per course: _____ Total: _____

We confirm that the school has been established as an independent legal entity and have been actively teaching in Media Make-up before applying.

We confirm that the Owner, Principal of School or responsible teacher is a Professional Make-up artist qualified to teach the CIDESCO make-up programme.

I and my employees agree to abide by the Rules and Regulations for CIDESCO Schools and the Code of Ethics.

Signature of School Owner: _____ Date: _____ (day/mth/yr)

Please print _____

Please note:

Training towards the first CIDESCO examination cannot commence until CIDESCO has given written approval for probationary training. Only after probationary training has been granted but not less than a full school year of probationary status can the first CIDESCO examination be conducted. A school must stay on probationary training until they have successfully passed their first examination. A successful examination is deemed successful if the school receives Satisfactory and above in both the theory and the practical examinations. 70% or higher is considered Satisfactory.