



## **ITEC Level 3 Diploma in Hairdressing QAN 500/9365/4 Specification**

### **Aims and Objectives**

The main aim of the ITEC Level 3 Diploma in Hairdressing is to enable Learners to gain the necessary practical skills and theoretical skills in order to provide Hairdressing services required by the Hairdressing Industry. The qualification is suitable for Learners aged 16 and over and is designed to provide occupational competence at Level 3

### **Content**

This qualification is for Learners who want to work within the Hairdressing Industry. The qualification consists of 7 mandatory units plus a selection of optional units covering a minimum of 148 hours of guided learning (GL). A minimum of 520 hours of guided learning are required to achieve the full qualification

The main skills the Learner will perform are:

- Style and Dress Hair using a Variety of Techniques – develop and combine dressing skills to create a variety of looks leading to total look and Avant Garde images
- Cut Women's Hair to Create a Variety of Looks – develop skills to combine cutting techniques to imaginatively create looks on the hair
- Colour Hair to Create a Variety of Looks – identifies how to use and place advanced colouring techniques to enhance hair designs
- Human Resource Management – identifies the key aspects of managing a team
- Promote Products and Services to Clients in the Salon – develops the skills required to up-sell and add value to Hairdressing Services

The Learner will also develop knowledge of, monitoring and maintaining health and safety, hairdressing consultation support for colleagues, client care and communication skills which are essential to work and be successful in the Hairdressing Industry

The Learner will also be able to choose from a range of optional units to complete the qualification, for example:

- Bridal Hairstyling
- Hair Extension Services
- Perm Hair to Create a Variety of Looks
- Style and Finish African Type Women's Hair Using a Variety of Techniques
- Relaxing Services for African Type Hair
- Wig Services
- Cultural, Social and Technological Influences on the Hair Industry
- Maintaining Personal Health and Well-being
- Make and Style a Hair Addition
- Creative Hairdressing Design Skills

This qualification also provides:

- The related knowledge and understanding required to perform the Hairdressing skills outlined above
- Opportunities for Learners to focus on the development of their wider skills in a Hairdressing setting such as communicating with clients, working with others and problem solving
- Opportunities for Learners to develop a range of skills, techniques, personal qualities and attitudes essential for successful performance in employment in the Hairdressing Industry

### Why Choose the ITEC Level 3 Diploma in Hairdressing?

1. This qualification provides skills at Level 3 for those working in the Hairdressing Industry
2. This Qualification is listed in the Ofqual Register of Qualifications
3. This qualification contains all of the skills and knowledge required for employability at Level 3
4. Learners may progress on to other ITEC or equivalent awards at Level 3, for example: Level 3 Certificate in Barbering or the Level 4 Certificate in Trichology
5. This qualification does not form part of an Apprenticeship
6. This qualification is recognised by all relevant professional bodies within the Hairdressing Industry for membership and insurance purposes at Level 3

ITEC Unit Number	Mandatory Units	Credit Value	Guided Learning (GL)
613	Monitor and Maintain Health and Safety Practice in the Salon	4	29
614	Hairdressing Consultation Support for Colleagues	3	30
615	Cut Women's Hair to Create a Variety of Looks	8	75
617	Colour Hair to Create a Variety of Looks	11	90
618	Style and Dress Hair Using a Variety of Techniques	7	60
627	Promote Products and Services to Clients in the Salon	3	28
928	Human Resource Management	7	60

**Total Guided Learning for Mandatory Units – 372**  
**Total Qualification Time (TQT) for Mandatory Units – 437**

Learners must also select units covering a minimum of 148 guided learning from the following optional units

ITEC Unit Number	Optional Units	Credit Value	Guided Learning (GL)
621	Bridal Hairstyling	4	37
622	Hair Extension Services	5	45
623	Perm Hair to Create a Variety of Looks	7	60
624	Style and Finish African Type Women's Hair Using a Variety of Techniques	5	41
625	Relaxing Services for African Type Hair	5	44
632	Wig Services	5	40
633	Cultural, Social and Technological	5	30

	Influences on the Hair Industry		
918	Maintaining Personal Health and Well-being	7	60
919	Make and Style a Hair Addition	7	60
920	Creative Hairdressing Design Skills	8	60

**Minimum Total Guided Learning including Optional units – 520**

**Minimum Total Qualification Time (TQT) including Optional units – 636**

**Total Qualification Credit Value – 64**

### Guided Learning (GL)

Guided Learning is 'the activity of a Learner in being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of – a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'. This includes 'the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a Lecturer, Supervisor, Tutor or other appropriate provider of education or training'.

### Total Qualification Time (TQT)

Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required in order for a Learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of the qualification

### Total Qualification Credit Value

The total Credit Value for the qualification is equal to one tenth of the Total Qualification Time rounded to the nearest whole number.

### Assessment

This qualification will be internally and externally assessed using a range of assessment methods as set out in tables 1 and 2 below.

Table 1

ITEC Unit Number	Mandatory Units	Assessment	Grading
613	Monitor and Maintain Health and Safety Practice in the Salon	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
614	Hairdressing Consultation Support for Colleagues	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%

615	Cut Women's Hair to Create a Variety of Looks	Portfolio of evidence 6 performances to be evidenced  10 Question MCQ - paper or online  Final Practical Test	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
617	Colour Hair to Create a Variety of Looks	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online  Final Practical Test	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
618	Style and Dress Hair Using a Variety of Techniques	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online  Final Practical Test	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
627	Promote Products and Services to Clients in the Salon	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
928	Human Resource Management	Portfolio of evidence  Assignment	Pass/Refer  Pass/Refer
<b>615 617 618</b>	<b>See Assessment Form and Marking Criteria</b>	<b>Final Practical Test Overall Score</b>	<b>Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%</b>

Optional Units  
Table 2

<b>ITEC Unit Number</b>	<b>Optional Units</b>	<b>Assessment</b>	<b>Grading</b>
621	Bridal Hairstyling	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%

622	Hair Extension Services	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
623	Perm Hair to Create a Variety of Looks	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
624	Style and Finish African Type Women's Hair using a Variety of Techniques	Portfolio of evidence 3 performances to be evidenced 10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
625	Relaxing Services for African Type Hair	Portfolio of evidence 3 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
632	Wig Services	Portfolio of evidence  Assignment	Pass/Refer  Pass/Refer
633	Cultural, Social and Technological Influences on the Hair Industry	10 Question MCQ - paper or online	Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
918	Maintaining Personal Health and Well-being	10 Question MCQ - paper or online	Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
919	Make and Style a Hair Addition	Portfolio of evidence 1 performances to be evidenced  10 Question MCQ - paper or online	Pass/Refer  Pass 60% - 74% Merit 75% - 89% Distinction 90% - 100%
920	Creative Hairdressing Design Skills	Portfolio of evidence 1 performances to be evidenced  Assignment	Pass/Refer  Pass/Refer

All assessment criteria and sample assessment materials for this qualification can be found [here](#).

### Grading of the Qualification

All assessment tasks required for each unit of the qualification (detailed in tables 1 and 2 of the specification) must be completed and awarded a Pass mark before the complete qualification can be certificated

The overall qualification is graded - Pass - 60% - 74%, Merit - 75% - 89%, Distinction – 90%-100%. This is formed by the aggregate of the multiple-choice questions and the final practical assessment

## Controlled Assessment

All theory tests must be conducted in a controlled environment and follow the procedures defined by ITEC [here](#). The theory tests will be set and marked by ITEC

All practical assessments must be conducted in a controlled environment as defined by ITEC [here](#). The internal assessments will be conducted by the Centre's Assessor/Internal Verifier(s) and will be sampled by the ITEC External Verifier; however, the Centre is responsible for ensuring the assessment can operate seamlessly by organising the process as defined by ITEC in the Lecturer/Assessor Guidance Notes [here](#). The final assessment marking criteria and assessment form can be found [here](#).

Failure to operate ITEC Examinations as documented in the ITEC policies and guidance notes may result in sanction(s) against the Centre e.g., withdrawal by ITEC for a particular qualification and/or withdrawal of ITEC recognition from the Centre due to maladministration and/or malpractice. Please see our policy [here](#).

## Recommended Prior Learning

It is recommended that Learners have achieved a level of education equivalent to five GCSEs at grades A\*-C or the ITEC Level 2 Diploma in Hairdressing prior to commencing the ITEC Level 3 Diploma in Hairdressing; however, exemptions may be made for adult returners with experience of the workplace

## Opportunities for Progression

Once Learners have achieved the ITEC Level 3 Diploma in Hairdressing they may progress onto other ITEC or equivalent awards at Level 3, for example:

- Level 3 Certificate in Barbering
- Level 4 Diploma in Spa and Salon Management
- Level 4 Certificate in Trichology

For further Awards, Certificates and Diplomas please go to [www.itecworld.co.uk](http://www.itecworld.co.uk)

## Opportunities for Employment

There are opportunities for Hairdressers to find employment in a variety of areas:

- Stylist
- Session Styling
- Hotel/Spa Management
- Cruise Liners

## Relationship to National Occupational Standards

ITEC has mapped to National Occupational Standards where they exist and has ensured that best practice in the workplace has been reflected in the qualification. ITEC has linked the qualification to the relative job roles as well as ensuring that the qualification reflects the required level of knowledge and ability for the Hairdresser at Level 3

## Professional Body Membership and Insurance

The qualification was developed collaboratively with the Hair and Beauty Industry Authority (HABIA)

It is recognised for membership by:

- National Hairdressers' Federation (NHF)
- World Federation of Hairdressers

- Hairdressing Council (HC)
- Freelance Hairdressers' Association (FHA)