

CERRITOS COLLEGE

COSMETOLOGY DEPARTMENT

APPLICATION RUBRIC

The following rubric will be used to evaluate applications for the Cosmetology or Esthetician program. Each section is scored on clarity, completeness, and relevance.

Rubric scoring description:

In general, we use the following scoring: 0-did not answer (left question blank), 1-Below expectations, 2-meets some expectations, 3-meets expectations, 4-exceeds some expectations, 5-exceeds most expectations

Category	Criteria	Score Range	Score
Program Eligibility	Completion of Freshman Composition (ENGL C1000, ENGL C1000E, or MLS 180), an approved equivalent course, or a qualifying AP English exam with a score of 3 or higher.	0-5	
Program Interest Questionnaire	Outlines their long-term career goals and how they align with the program selected. Demonstrates understanding of chosen field. Explains how the program supports these goals (scored in clarity, relevance, and detail). Provides clear examples of interest in the beauty industry. Clearly defines career goals. Statement is well-organized, thoughtful, and demonstrates enthusiasm for the program.	0-5	
	Lists any relevant experience (e.g., retail, customer service, sales, hospitality) including dates and roles in the beauty industry or related fields. Includes specific examples or details that demonstrate knowledge of or experience in the field (scored based on relevance and specificity). Clearly defines relevant experience. Statement is well-organized, thoughtful, and connects experience in the program.	0-5	
Program Commitment	Describes how applicant can manage their weekly schedule to meet the demand of the program.	0-5	
Technical Standards/Essential Function	Demonstrates understanding and ability to perform technical standards and essential functions.	0-5	
Program Cost	Demonstrates ability to acquire materials needed for all courses.	0-5	
Completion of transfer-level math	Completion of Transfer Level Math (e.g., Math 104 or equivalent) – See Transcript.	0-5 (Bonus Points)	
Completion of General Education	Completed 15 units of General Education coursework - See Transcript.	0-5 (Bonus Points)	
Letter of Recommendation	Letter of Recommendation from a teacher/professor, an employer or supervisor, mentor, community leader, school counselor, or client providing examples of your talents, dedication, and potential for success in cosmetology/esthetics industry.	0-5 (Bonus Points)	
Overall Application Quality	Application is well-presented, error-free grammar, neatly formatted; all sections are complete.	0-5 points	

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Total Possible Score: 35 (50 with bonus points)

Reviewer Notes (#1)

Reviewer's Name: _____

Date: _____

Total Score		/35
Bonus Points		/15
Total Points		/50

Reviewer Notes (#2)

Reviewer's Name: _____

Date: _____

Total Score		/35
Bonus Points		/15
Total Points		/50

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QUALIFICATION ENROLLMENT REQUIREMENTS

Minimum qualifications score: 25

Evaluation Guidelines

- 35-50: Exceptional application. Strongly recommended for admission.
- 25-34: Solid application with clear potential. Recommended for admission.
- 24 and below: Application does not meet the program requirements. Not recommended for admission.

ADMISSION PROTOCOL

Please note that this application is academic. The review process is completed by the department faculty and their decision is final. Admission into the department is contingent on faculty approval. Enrollment is done by block by the faculty. There is no appeal possible to the dean or other management representative for either admission or enrollment.

Applicants who score at or above the threshold are considered qualified for admission. Those below the threshold are not eligible for admission.

Applicants will receive an email indicating application status by the deadline.

Admitted – guaranteed a spot!

Higher scores receive priority for immediate registration. In cases where applicants have identical scores, the date of application submission will be used. The students who submitted first will be the tiebreaker.

Students will be notified through email and will have 24-48 hours to respond. If we do not receive a response, the spot will be given to another student.

Faculty will auto enroll students into cohorts.

Once admitted, if you decide to withdraw from the program, please email the appropriate faculty member below.

[Rossi Petrova](#)- (Esthetician)

[Angel Cosio](#)- (Cosmetology)

Admitted - waitlisted

Applicants who qualify but cannot be admitted due to limited spots are placed on a waitlist for the current semester only.

Example: Session 1 has 24 spots. If 40 applicants qualify: Top 24 scores are admitted; from the remaining 16, only 15 will be waitlisted for session 2 only. Session 2 admits waitlisted applicants first, starting with the highest scores.

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If a spot becomes available, you will be notified. Please continue to check your emails regularly and respond within 24-48 hours.

If you're waitlisted, and you don't get in, please reapply for any future sessions.

Not Admitted – email notification

Applicants with scores below the threshold are not eligible for admission. Applicants will receive a letter notifying them of the outcome of their application.

Applicants are encouraged to apply during the next time window and take other classes on campus to improve their opportunity of admission.