

**SOCIETY OF  
COSMETIC SCIENTISTS**

Diploma Course in  
Cosmetic Science

# INTRODUCTION AND GUIDE



**COSMETIC  
LEARNING**



APPROVED  
TRAINING

**FAB** Federation of  
Awarding Bodies



## The Society of Cosmetic Scientists (SCS)

The SCS is the professional body for scientists working in the cosmetic, toiletry, perfumery and allied industries. The SCS promotes 'education, research and collaboration to advance the science of cosmetics'. It endeavours to do this by attracting individuals with high scientific qualifications and experience in the cosmetics industry to become members.

The SCS has over 1,000 members and does not admit corporate membership. It was first formed on 7 October 1948 and has grown steadily from that date. The SCS is one of the original members of the International Federation of Societies of Cosmetic Chemists (IFSCC) formed in 1959, which now numbers over 50 societies.

*The aims of the Society are:*

- 1 To advance the science of cosmetics and toiletries.
- 2 To provide the means for the dissemination and interchange of knowledge pertinent to cosmetic and related sciences.
- 3 To promote high ethical standards in cosmetic science.
- 4 To improve the professional status of members.
- 5 To encourage education and research in cosmetic and related sciences.
- 6 To ensure the long-term viability of the Society.
- 7 To maximise the accessibility of Society activities and encourage participation throughout the profession.

A major way in which the Society pursues these aims has been to offer a Diploma course in Cosmetic Science. The course has succeeded in providing an employment-led and competence-based education for sufficiently qualified persons employed in, or interested in, the cosmetic, toiletry and allied industries, giving an integrated knowledge of the fundamentals of cosmetic science and the industry. The SCS also advances cosmetic science through its scientific journal, conferences, lectures, events and providing practical chemistry for secondary students, linking UK curricula to the techniques and processes of the cosmetics industry.



# Diploma Course in Cosmetic Science

## Course structure

The course consists of four Modules. These Modules may be accessed only through the Distance Learning in Cosmetic Science website:

[www.scsdlc.com](http://www.scsdlc.com)

Module One is designed to be studied during the Autumn Term, Modules Two and Three during the Spring Term and Module Four during the Summer Term.

In the Spring Term there are two "Lab Days" in London for those that may not have access to a laboratory, in order for them to experience making various products. During the Summer Term, there is a weekend Summer School for revision purposes before the exams. There may be other occasions during the year when it is possible to meet other students, such as during the SCS Formulate tradeshow in November, for example.



## Module One BASIC CHEMISTRY

The first Module introduces students to the following, underpinning sciences in their various relevant forms, together with safety aspects in the workplace. Raw materials form an important part of the basic ground work and certain specialist areas are fed into this part together with the structure of skin and hair.

Approximate Study Time (Hours)

Unit 1 Basic Chemistry	5
Unit 2 Analytical Chemistry	5
Unit 3 Colloid and Interface Science	10
Unit 4 Cell Physiology and Physiology	10
Unit 5 Biochemistry	10
Unit 6 Basic Microbiology	5
Unit 7 Oils, Fats and Waxes	5
Unit 8 Surfactants	10
Unit 9 Gums, Thickeners and Resins	5
Unit 10 Emulsions	12.5
Unit 11 Skin Biology	6
Unit 12 Hair and Hair Follicle Structure	10

## Module Two FORMULATION

In Modules Two and Three the emphasis is on formulation and manufacture. It therefore encompasses hair products, skin products, cleansing agents and decorative cosmetics, together with the manufacturing of cosmetics and toiletries, which includes production and packaging.

Approximate Study Time (Hours)

Unit 13 Perfumery	20
Unit 14 Oral Hygiene	10
Unit 15 Hair Products	10
Unit 16 Skin Products	14
Unit 17 Decorative Cosmetics	20

## Module Three MANUFACTURE AND CONTROL

Approximate Study Time (Hours)

Unit 18 Packaging	20
Unit 19 Production	20
Unit 20 Quality Assurance	10
Unit 21 Product Stability	5
Unit 22 Aerosols	10
Unit 23 Industrial Microbiology	10



## Module Four

### PERFECTING THE PRODUCT

This final Module is concerned more with use of the finished product and includes legislation and product safety. It also gives due consideration to the market place, dealing with environmental impact, marketing issues, consumer research, product evaluation, statistics and claim support.

	Approximate Study Time (Hours)
Unit 24 <b>Legislation</b>	5
Unit 25 <b>Product Evaluation</b>	10
Unit 26 <b>Statistics for Product Evaluation</b>	10
Unit 27 <b>Product Safety</b>	10
Unit 28 <b>Consumer and Market Research</b>	10
Unit 29 <b>Claim Substantiation</b>	10
Unit 30 <b>Marketing</b>	20
Unit 31 <b>Product Development</b>	5



## Studying the Modules

Each Module is based on a series of Units, which will contain the majority of the teaching material and will direct students to all the other components of the Modules. These Units are all available on-line. Students may either study directly from their computer screens or print out each section as it is required. The course is cross-referenced and includes student activities and tests.

On each Unit's home page students will find information on the content of the Unit; the estimate of how the study time is likely to be allocated; a diagrammatic representation of the structure and sequence of the content; as well as notes on a suggested working order.

Each section of the Unit will typically start with a clear statement of its aim, while a series of checklist items (objectives) will be positioned at the end of the section and be flagged in the margin by a large tick. Students can refer to the checklist at any time during study. Some may decide to look at it before beginning studying the section to decide if their background and experience is such that they do not need to study this material.

Alternatively, study of the section can be completed and the checklist used to assess understanding before continuing to study. If after studying the material, students find they are unable to satisfactorily complete the checklist items, they are advised to return to the Module and repeat the section.

The Diploma Course in Cosmetic Science has been designed so that self-assessment is a central and integral part of the course. The objectives and competencies of each Unit are assessed using questions and activities to check understanding and monitor progress. They are identified by two bold lines across the page: one to denote its start and the other its end. In the margin, students will either see a series of question marks or a Key Activities sign that directs to the website, where

they can complete the on-line activity. In addition, some Units include video clips of lab demonstrations as part of the activity.

In other sections students will be asked to read extracts from books, articles or technical reports.

### Time

The Diploma Course in Cosmetic Science runs for one full year, beginning in September, and involves approximately 300 hours of guided study. While the actual amount of study time devoted to the course each week is up to the student, this represents about 10 hours of guided study per week during this period. The examinations take place during late summer. For an additional fee, students may defer exams for a year and spread the coursework over two years.

The Society realises that those people studying the course will bring their own unique combination of interests, experiences and abilities which will result in some Modules being studied in less time – others may require more.

### Student Support

The course has been designed to be self-instructional, self-contained and not dependent upon a teacher for elaboration or explanation. Regular tutorials, therefore, are not necessary. We also can offer each student limited support from a "Course Mentor", a person from within the industry who understands the course and can offer advice if a student is struggling in a particular area.

However, occasionally problems do arise for which a personal explanation is helpful. In this case, please contact the Education Administrator who will give appropriate guidance.

Students are given, but only with written permission via the application form, the opportunity to share contact details with fellow students. This is entirely voluntary, but does offer the chance to talk to other students on the course who may have

similar interests or be experiencing similar difficulties.

### Assessment

Continuous assessment is provided by four assignments. Two essays, that each represent 10% of the total course assessment and two case studies that each represent 7.5% of the total course assessment.

The remaining and final assessment takes the form of four hand-written formal two hour examination papers covering all the Modules of the course. These exams can be taken at an exam centre local to the student.

### Application Forms

Visit the website and apply on-line at [www.cosmeticlearning.com](http://www.cosmeticlearning.com). Details of course fees are also available to view on-line.



## Aims of the Diploma course

On successful completion of the course, students will be competent in the application of scientific principles to the formulation, production and packaging of cosmetic and toiletry products. They will have the ability to evaluate cosmetic safety and efficacy; a full understanding of regulatory and quality guidelines; an appreciation of the marketing of cosmetics and toiletries; an understanding of marketing trends and a knowledge and regard for the impact of the industry on the environment. Students should also develop a responsible attitude to product safety and safe practices and be fully versed in the principles of good manufacturing practice (GMP).

At the end of the course, students will have gained a thorough knowledge of raw materials and products in the cosmetics and toiletries industry and be able to:

- work with a high degree of independence
- evaluate and use appropriate materials, processes and equipment
- be competent in problem identification, making decisions and developing strategies
- retrieve information from a range of sources and critically review it
- organise and manage their work as an individual and as part of a team

## Key skills required

Students should be able to obtain, interpret, apply and communicate technical information; apply mathematical and statistical procedures; demonstrate an appropriate level of computer literacy; solve relevant problems and manage their own work effectively.

## Pre-requisites

Applicants should normally have either:

- a) A degree in a scientific discipline with a substantial component of chemistry and/or biology
- b) A minimum of grade C in A levels (or equivalent) in chemistry and one other science subject with at least one year's experience in the cosmetic industry or a laboratory/manufacturing environment in a related industry.
- c) Applicants are expected to have several years of proven experience in the cosmetic industry, working alongside others who can guide them through parts of the course where the author assumes that their readers have a foundation knowledge of the subject matter. However, candidates without this experience would also be considered at the discretion of the Education Administrator.

In addition, each applicant should have a minimum of GCSE Grade C, or equivalent, in Mathematics and English.

Overseas students who do not have English as a first language should have passed the IELTS test with an overall mark of 6.5, or an equivalent qualification.

The Diploma in Cosmetic Science is a vocational course and complements many academic backgrounds and is tailored to the specific needs of the cosmetic industry.

The course commences with Basic Chemistry Units. Those with a science degree will find these Units useful for revision; those who do not have such qualifications may find these Units essential. Those who may have worked in the industry for some time, or are expert in a particular area may find one or more of the Units undemanding. Similarly, it is anticipated that despite a student's background, qualifications and experience, there are likely to be some challenging Units.



The Diploma in Cosmetic Science is recognised by



The Society is an Associate Member of the Federation of Awarding Bodies.



The Cosmetic, Toiletry and Perfumery Association (CTPA) supports the aims of the course.

*Design and print*

SDI Creative Limited, 07708 120 362



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