**GAU, School of Aviation, Civil Aviation and Cabin Services**

|  |  |
| --- | --- |
| **Course Unit Title** | Personal Care and Grooming  |
| **Course Unit Code** | CACS215 |
| **Type of Course Unit**  | Elective, Civil Aviation and Cabin Services  |
| **Level of Course Unit**  | 2nd Year |
| **National Credits** | 2 |
| **Number of ECTS Credits Allocated** | 3 ECTS |
| **Theoretical (hour/week)** | 2 |
| **Practice (hour/week)** | - |
| **Laboratory (hour/week)** | - |
| **Year of Study** | 2 |
| **Semester when the course unit is delivered** |  |
| **Course Coordinator** |  |
| **Name of Lecturer (s)** |  |
| **Name of Assistant (s)** |  |
| **Mode of Delivery**  | Face to Face |
| **Language of Instruction**  | English |
| **Prerequisites and co-requisites**  | - |
| **Recommended Optional Programme Components**  |  |
| **Objectives of the Course:** |
| * Teaching how to pay attention in personal care
* Teaching the necessary and detailed rules about courtesy rules
 |
| **Course Description** |
| This course is designed to equip aviation personnel, particularly cabin crew and ground service staff, with the knowledge and skills required for professional personal care and grooming. It emphasizes the importance of maintaining a polished, well-groomed appearance in line with airline standards and corporate identity, while also highlighting hygiene, uniform protocol, and presentation skills that impact passenger perception and brand image. |
| **Course Contents** |
| Week |  | Exams |
| 1 | Introduction to Grooming in Aviation, Professional image & airline brand identity |  |
| 2 | The Importance of First Impressions, Psychology of appearance in customer service |  |
| 3 | Personal Hygiene and Health, Daily routines for freshness and professionalism |  |
| 4 | Hair Care and Styles, Airline standards for male & female grooming |  |
| 5 | Skin Care and Makeup Application, Professional, clean looks for flight environment |  |
| 6 | Nail and Hand Care, Hygiene, visual impact, compliance with grooming codes |  |
| 7 | Uniform Standards and Accessorizing, how to wear the uniform correctly and with pride |  |
| 8 | Midterm Exam | Midterm |
| 9 | Body Language and Posture, Non-verbal communication, confidence, elegance |  |
| 10 | Cultural Differences in Grooming Norms, Global perspectives and airline diversity |  |
| 11 | Fitness, Nutrition, and Sleep, Impact on appearance, health, and performance |  |
| 12 | Grooming for Irregular Operations, Staying presentable in delays, diversions, fatigue |  |
| 13 | Digital Appearance & AI Tools for Grooming, Virtual fitting, grooming apps, AI assessment tools |  |
| 14 | Final Practical Exam & Presentation, Full uniform and grooming demonstration |  |
| 15 | Final Exam | Final |
| **Recommended Sources** |
| **Textbook:** **Supplementary Material(s):**  |
| **Assessment** |
| Attendance | 5% |  |
| Assignments | 15% |  |
| Project-Seminar | 15% |  |
| Midterm Exam | 20% | Written |
| Quizzes | 10% |  |
| Final Exam | 35% | Written  |
| Total | 100% |  |
| **ECTS Allocated Based on the Student Workload** |
| Activities | Number  | Duration (hour)  | Total Workload (hour) |
| Hours per week (Theoretical) | 15 | 2 | 30 |
| Presenting of observations and tutorials as report | 5 | 3 | 15 |
| Preparation of the homework | 5 | 3 | 15 |
| Mid Term | 1 | 11 | 11 |
| Supervision  | 1 | 14 | 14 |
| Final Exam | 1 | 11 | 11 |
| Total Workload  | 96 |
| Total Workload/30 (h) | 3.2 |
| ECTS Credit of the Course | 3 |