

CHAPTER 10. LICENSURE OF COSMETOLOGISTS, BARBERS, SCHOOLS AND RELATED ESTABLISHMENTS

SUBCHAPTER 3. LICENSURE OF SCHOOLS

PART 5. EQUIPMENT AND CURRICULUM REQUIREMENTS

175:10-3-31. Training equipment requirements.

(a) The following minimum equipment is considered by the Board to be adequate for the appropriate and safe training of no more than thirty-seven (37) students. The minimum equipment shall be required for one (1) to and including thirty-seven (37) students.

- (1) One (1) school seal
- (2) One (1) Chart of Anatomy to include:
 - (A) bones
 - (B) muscles
 - (C) nerves
 - (D) circulatory system
 - (E) skin
- (3) One (1) blackboard
- (4) Three (3) large wet sanitizers (pan-type with covers)
- (5) One (1) large dry sanitizer with airtight cabinet (without fumigant) to keep instruments, combs, and brushes after they have been taken from wet sanitizer
- (6) One (1) small dry sanitizer for each student (closed dry cabinet, drawer or other covered box-type container)
- (7) One (1) container with cover for each student to store soiled brushes/combs etc. until such time as all items shall be cleaned and sanitized according to approved rules and methods
- (8) Four (4) shampoo basins equipped with shampoo sprays and connected with hot and cold water (one shampoo basin for each additional 15 students or major fraction thereof)
- (9) Four (4) shampoo chairs (one for each additional 15 students or major fraction thereof)
- (10) Two (2) facial chairs, considered adequate for patron service; reclining, styling or shampoo are acceptable for student practice (one for each additional 15 students or major fraction thereof)
- (11) One (1) facial supply cabinet (one for each additional 15 students or major fraction thereof)
- (12) Four (4) hair dryers – hood or chair type (~~one for each additional 15 students or major fraction thereof~~)
- (13) Twelve (12) blow-dryers (one for each additional 15 students or major fraction thereof)
- (14) Twelve (12) curling irons (one for each additional 15 students or major fraction thereof)
- (15) One (1) mannequin for each student
- (16) Four hundred (400) permanent wave rods and other permanent wave supplies as necessary
- (17) Twenty (20) work/styling stations with mirrors (one for each additional 5 students)

- (18) Twenty (20) styling chairs (one for each additional 5 students)
 - (19) Five (5) covered waste receptacles
 - (20) One (1) large closed cabinet for clean towels
 - (21) Four (4) large covered receptacles for soiled towels (one for each additional 15 students or major fraction thereof)
 - (22) One (1) large dispensary cabinet
 - (23) Four (4) manicure tables and chairs considered adequate for patron service. A long narrow (18") folding table is acceptable for student practice. This is a requirement for a cosmetology school and not a barber school.
 - (24) One (1) covered hair pin or clippie container for each student. This is a requirement for a cosmetology school and not a barber school.
 - (25) Subscriptions to at least three (3) professional cosmetology related periodicals (electronic periodicals are acceptable)
 - (26) Four (4) heaters and irons and/or four (4) electric pressing combs
 - (27) Five (5) head forms
 - (28) Five (5) wefts
- (b) Other additional equipment shall be required if the Board's Inspector shall show evidence that the need for additional equipment is necessary to the appropriate and safe training in all phases of cosmetology and barbering to each student enrolled in the school.

175:10-3-34. Basic Cosmetologist course curriculum for privately owned and public schools

(a) **Privately owned cosmetology school.** The 1500 clock hour curriculum (pure cosmetology) is prescribed as follows: (Note: Hours may be measure in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity as recognized by the United States Department of Education.)

- (1) Theory (must be coordinated with each practical practice subject as is appropriate throughout the course of training) 150 clock hours
- (2) Manicuring and pedicuring (including sculptured nails and tips and other artificial nail application procedures and care) 90 clock hours
- (3) Facials (skin care training includes make-up, waxing and/or other methods for non-permanent hair removal) 30 clock hours
- (4) Scalp treatments 30 clock hours
- (5) Shampooing/conditioning rinses 60 clock hours
- (6) Hairstyling, including finger waving, the dressing of wigs, thermal and blow drying 390 clock hours
- (7) Hair color tints and bleaching and other color treatments 120 clock hours
- (8) Hair cutting and hair shaping with shears and thinning shears (scissors) razor and clipper (includes beard) 180 clock hours
- (9) Lash and brow tinting and arching 30 clock hours
- (10) Professional Personality development, Establishment shop management and unassigned hours for review, examinations, etc. 180 clock hours

- (11) Hair restructuring/permanent waving and chemical hair relaxing 240 clock hours
- (12) Total cosmetology hours 1500 hours
- (b) **Public cosmetology school.** The 1500 clock hour curriculum (1000 hours pure cosmetology plus 500 hours of cosmetology related high school subjects) is prescribed for public school, parochial school, private school or home schooled students in the following situations:
 - (1) Cosmetology students that are currently attending high school, parochial, private school or a home school.
 - (2) Persons that did not otherwise complete their cosmetology training while registered as a cosmetology student in high school, parochial school, or a home school.
 - (A) Students who shall qualify for training in this matter must complete 1000 clock hours in a Basic cosmetology course and 500 hours of approved related subjects. The official parochial, private school or home school high school transcript shall serve as documentation for the 500 hours of related instruction. The transcript must show passing grades in related subjects and completion of at least the first semester of the twelfth (12th) grade. Related subjects shall run concurrently with and shall be in no instance older than three (3) years at time of enrollment in a cosmetology school course. The curriculum as follows has a recommended completion time of two (2) school years.
 - (B) Adult students registered in a cosmetology school are not eligible to train under the 1000 hours pure cosmetology plus 500 hours of cosmetology related high school subjects unless qualified under (b) (1) and (2) of this rule.
 - (3) Theory (must be coordinated with each practical practice subject as is appropriate throughout the course of training) 150 clock hours
 - (4) Manicuring and pedicuring (including sculptured nails and tips and other artificial nail application procedures and care) 60 clock hours
 - (5) Facials (skin care training includes make-up, waxing and/or other methods for non-permanent hair removal) 30 clock hours
 - (6) Scalp treatments 30 clock hours
 - (7) Shampooing/conditioning rinses 30 clock hours
 - (8) Hairstyling, including finger waving, the dressing of wigs, thermal and blow drying 180 clock hours
 - (9) Hair color tints and bleaching and other color treatments 90 clock hours
 - (10) Hair cutting and hair shaping with shears and thinning shears (scissors) razor and clipper (includes beard) 120 clock hours
 - (11) Lash and brow tinting and arching 30 clock hours
 - (12) Professional development ~~Personality~~, Establishment ~~shop~~ management and unassigned hours for review, examinations, etc. 100 clock hours
 - (13) Hair restructuring/permanent waving and chemical hair relaxing 180 clock hours
 - (14) Cosmetology related subjects 500 clock hours
 - (15) Total cosmetology hours 1500 hours
- (c) **Minimum student kit contents for private and public schools.**
 - (1) A Basic Cosmetology student kit minimum equipment is required as follows:
 - (A) one (1) approved text on theory of cosmetology
 - (B) one (1) razor-type hair shaper and shaper blades or razor hone

- (C) one (1) pair each hair cutting shears and thinning shears
 - (D) one (1) cuticle nipper for finger nails and one (1) nipper for toe nails
 - (E) one (1) cuticle scissors
 - (F) one (1) nail brush
 - (G) one (1) nail file or package of emery boards
 - (H) one (1) tweezer
 - (I) six (6) assorted hair brushes
 - (J) twelve (12) combs (including ~~rat-tail tail, color, regular~~ all purpose and/or barber-type)
 - (K) one (1) box of curl clips (100 per box)
 - (L) one (1) shampoo cape
 - (M) twelve (12) dozen hair styling rollers
 - (N) one (1) kit or tray to contain student personal training equipment
- (2) In addition to the list of equipment in (1) of this Section the school shall immediately have available for student training:
- (A) appropriately disinfected ~~sanitized~~ set of manicuring implements for student training use on each patron
 - (B) toe nail clipper
 - (C) permanent wave rods
 - (D) other hair restructuring supplies
 - (E) an adequate supply of applicator bottles
 - (F) an adequate supply of protective gloves (disposable)
 - (G) an adequate supply of neck strips
 - (H) an adequate supply of hair clippers
 - (I) an adequately supplied products dispensary to appropriately train students in cosmetology classes
 - (J) visual aid equipment in addition to the chalk or marker board

175:10-3-38. Manicurist/Nail Technician course entrance and curriculum requirements

(a) **Entrance requirements.** Manicurist/nail technician course entrance requirements are the same as for a Basic course student.

- (1) Each student shall be provided an approved textbook before commencing classroom training.
- (2) A manicurist/nail technician student shall not be allowed to perform patron services until such time as he/she has received at least 80 clock hours of practice and classroom instruction under the direct supervision of a licensed instructor.
- (3) Kit is required on or before completion of classroom training.
- (4) ~~If a licensed manicurist/nail technician registers for the Basic course, credit of 224 clock hours is allowed.~~

(b) **Curriculum requirements.** The 600 clock hour curriculum is prescribed as follows: (Note: Hours may be measure in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity as recognized by the United States Department of Education.)

- (1) Bacteriology, disinfection ~~sterilization~~ and sanitation 40 clock hours
- (2) Nail structure, composition, disorders and diseases 60 clock hours

- (3) Manicuring and pedicuring (includes waxing or other non-permanent hair removal) 160 clock hours
- (4) Artificial nails 160 clock hours
- (5) Nail art 60 clock hours
- (6) Establishment ~~Salon~~ development (includes business administration and law; insurance; professional ethics; record keeping; business telephone techniques; salesmanship; displays and advertising; hygiene and public health) 80 clock hours
- (7) Board rules, regulations and statutes 40 clock hours
- (8) Total hours 600 hours

(c) **Minimum student kit contents.**

- (1) A Manicurist/nail technician minimum kit equipment is required as follows:
 - (A) one (1) textbook or manual
 - (B) one (1) cuticle nipper for finger nails and one (1) nipper for toe nails
 - (C) one (1) cuticle scissor
 - (D) one (1) cuticle pusher
 - (E) one (1) nail brush
 - (F) one (1) nail file or package of emery boards
 - (G) artificial nail product and tools
 - (H) one (1) kit or tray to contain student personal training equipment
- (2) In addition to the list of equipment in (1) of this subsection, the school shall have immediately available for student training:
 - (A) appropriately disinfected ~~sanitized~~ set of manicuring implements for student use on each patron
 - (B) an adequate supply of protective gloves (disposable)
 - (C) visual aid equipment in addition to the chalk or marker board

175:10-3-39. Esthetician/Facialist/Facial Operator course entrance and curriculum requirements

(a) **Entrance requirements.** Esthetician/Facialist/Facial Operator course entrance requirements are the same as for a basic course student.

- (1) Each student shall be provided an approved textbook before commencing classroom training.
- (2) An esthetician/facialist/facial operator student shall not be allowed to perform patron services until such time as he/she has received at least 80 clock hours of practice and classroom instruction under the direct supervision of a licensed instructor.
- (3) Kit is required on or before completion of classroom training
- (4) ~~If a licensed esthetician/facialist/facial operator registers for the basic cosmetologist course, credit of 224 clock hours is allowed.~~

(b) **Curriculum requirements.** The 600 clock hour curriculum is prescribed as follows: (Note: Hours may be measured in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity recognized by the United States Department of Education.)

- (1) Bacteriology, disinfection, ~~sterilization~~, sanitation and safety 80 clock hours
- (2) Sciences: Histology, dermatology and physiology of the skin (includes structure and function of

skin and glands; color and morphology) 180 clock hours

(3) Facials: (includes draping, manipulations, cleaning and toning; chemistry and light therapy and make-up 200 clock hours

(4) Non-permanent hair removal: (includes methods and procedures and arching) 40 clock hours

(5) Salon development: (includes business administration and law; insurance; professional ethics; record keeping; business telephone techniques; salesmanship; displays and advertising; hygiene and public health) 60 clock hours

(6) Board rules, regulations and statutes 40 hours

(7) Total hours 600 hours

(c) **Minimum student kit contents.**

(1) An esthetician/facialist/facial operator kit equipment is required as follows:

(A) one (1) textbook or manual

(B) make-up with disposable applicators

(C) one (1) set of five (5) make-up brushes

(D) one (1) comb-out cape

(E) one (1) tweezer

(F) one (1) kit or tray to contain student personal training equipment

(2) In addition to the list of equipment in (1) of this subsection, the school shall have immediately available for student training:

(A) an adequate supply of protective gloves (disposable)

(B) an adequately supplied dispensary with skin care products

(C) visual aid equipment in addition to the chalk or marker board

175:10-3-40. Curriculum and training requirements for cosmetology and barbering courses

(a) Curriculum training shall include the study of electricity, safety measures and chemistry and must be carried through all classes in which it is used. Mannequin practice must be given to each student.

(b) A student who has completed the training in the Basic courses in a cosmetology and/or barbering school or as an apprentice who completed the course in an Establishment, must have had required amount of patron practice by working under actual cosmetology/barbering Establishment conditions to that he should be able to:

(1) perform any ordinary operation satisfactorily and in the same amount of time customarily allotted to that operation in an Establishment.

(2) conduct a consultation on any ordinary cosmetology or barbering subject and prescribe proper treatment.

(3) mix any preparation used in an Establishment.

(c) Establishment Salon management must include purchasing, price determination, selling, appointment scheduling, dispensing of supplies and personal management.

(d) The teaching of wig styling and hairpieces shall consist of training in the proper fitting, dressing, styling and arranging of wigs and hairpieces.

(e) State Cosmetology and Barbering Law and Board rules and regulations must be taught in all courses.

(f) A school owner shall maintain an adequate dispensary room with supplies necessary for school operation and student training.

(g) A student enrolled in a school shall not be allowed to work on the public until such time as he has

received at least 150 clock hours or equivalent number of credit hours of training spent in classroom theory and in mannequin or student practice under the direct supervision of a licensed instructor.

(h) A Basic Cosmetology or Barber student who fails to complete the course and registers in the Manicurist, Cosmetician, Hairbraiding Technician or Facialist course may be credited with 10% of the previously accumulated hours. A Manicurist, Cosmetician, Hairbraiding Technician, Facialist or Barber student who fails to complete the course and registers in the Basic Cosmetology or Barber course may be credited with 10% of the previously accumulated hours.

(i) If a person who holds a current Board license and registers in any course other than a Master Instructor course, credit of 224 clock hours is allowed.

(j) (†) Cosmetology and Barber schools must teach the curriculum for each course approved by the Board. A copy of current curriculum must be on file with the Board. The curriculum must be proven by a schedule which must be posted, followed and made available to students. The schedule may be interrupted for a period not to exceed more than eight (8) hours per month for assembly purposes.

(k) (‡) If a school stays open more than eight (8) hours per day, a curriculum and schedule must be submitted to the Board covering extra hours.

(l) (⌘) An evening school cannot be approved unless information as to the instructors in charge and a curriculum and schedule for each course to be taught is submitted to the Board before beginning evening classes. A student may attend both day and evening classes provided the entire time does not exceed eight (8) hours daily. A schedule must be submitted to each student training in such manner.

(m) (‡) Each manager, instructor or other person shall exercise the greatest care in keeping his person, all instruments used in school in the cleanest possible condition. Each must be knowledgeable of the more communicable diseases and the techniques necessary to prevent the transmission of disease.

175:10-3-41. Cosmetician course entrance and curriculum requirements

(a) **Entrance requirements.** Cosmetician course entrance requirements are the same as for a Basic course.

(1) Each student shall be provided an approved textbook or manual before commencing classroom training.

(2) A Cosmetician student shall not be allowed to perform patron services until such time as he/she has received at least 80 clock hours of practice and classroom instruction under the direct supervision of a licensed instructor.

(3) Kit is required on or before completion of practice and classroom instruction hours.

~~(4) If a licensed Cosmetician registers for the Basic course, credit of 224 clock hours is allowed.~~

(b) **Curriculum requirements.** The 600 clock hour curriculum is prescribed as follows: (Note: Hours may be measured in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity recognized by the United States Department of Education.)

(1) Bacteriology, disinfection ~~sterilization~~ and sanitation 60 clock hours

(2) Make-up application (includes application of make-up, lipstick, eyeshadow, eyeliner, mascara and rouge) 200 clock hours

(3) Hair arranging (includes arranging of the hair using curling irons, hot rollers, combs, brushes and any necessary product and accessories) 200 clock hours

(4) Establishment ~~Salon~~ development (includes business administration and law, insurance, professional ethics, record keeping, business telephone techniques, salesmanship, displays,

- advertising, hygiene and public health) 90 clock hours
(5) Board rules, regulations and statutes 50 clock hours
(6) Total hours 600 hours

(c) **Minimum student kit contents.**

(1) A Cosmetician minimum kit equipment is required as follows:

- (A) textbook or manual
- (B) make-up with disposable applicators
- (C) lipstick with disposable applicators
- (D) eyeshadow with disposable applicators
- (E) mascara with disposable applicators
- (F) eyeliner with disposable applicators
- (G) rouge/blush with disposable applicators
- (H) 1 set of five (5) make-up brushes
- (I) hairspray
- (J) minimum of twelve (12) combs
- (K) minimum of twelve (12) hairbrushes
- (L) disposable make-up sponges
- (M) hot rollers
- (N) curling iron
- (O) one (1) kit or tray to contain student personal training equipment
- (P) one (1) comb-out cape

(2) In addition to the list of equipment in (1) of this subsection, the school shall have immediately available for student training:

- (A) an adequate supply of protective gloves (disposable)
- (B) an adequate supply of neck strips
- (C) visual aid equipment in addition to the chalk or marker board.

175:10-3-43. Hairbraiding Technician course entrance and curriculum requirements

(a) **Entrance requirements.** Hairbraiding Technician course entrance requirements are the same as for a Basic course pursuant to OAC 175:10-3-16.

(1) Each student shall be provided an approved textbook or manual before commencing classroom training.

(2) A Hairbraiding Technician student shall not be allowed to perform patron services until such time as he/she has received at least 80 clock hours of practice and classroom instruction under the direct supervision of a licensed Instructor.

(3) Kit is required on or before completion of practice and classroom instruction hours.

(4) ~~If a licensed Hairbraiding Technician registers for the Basic course, credit of 224 clock hours is allowed.~~

(b) **Curriculum requirements.** The 600 clock hour or curriculum is prescribed as follows: (Note: Hours may be measure in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity as recognized by the United States Department of Education.)

(1) Bacteriology, chemistry, shampooing, sterilization and sanitation (includes hair and scalp

disorders) 100 clock hours

(2) Hairbraiding/hairweaving skills (includes purpose and effect, procedures, repair, removal of weft, sizing and finishing, extension and maintenance/care of braids/weaves) 300 clock hours

(3) Salon development (includes business administration and law, insurance, professional ethics, record keeping, business telephone techniques, salesmanship, displays, advertising, hygiene and public health 180 clock hours

(4) Board rules, regulations and statutes 30 clock hours

(5) Total hours 600 hours

(c) **Minimum student kit contents.**

(1) A Hairbraiding Technician minimum kit equipment is required as follows:

(A) textbook or manual

(B) four (4) hair brushes

(C) four (4) hard rubber combs or other good quality combs (shall include rat-tail, color, regular and/or barber type)

(D) hair extension material

(E) one (1) comb-out cape

(F) one (1) box of curl clips (100 per box)

(G) one (1) kit or tray to contain student personal training equipment

(2) In addition to the list of equipment in (1) of this subsection, the school shall have immediately available for student training:

(A) an adequate supply of protective gloves (disposable)

(B) an adequate supply of neck strips

(C) visual aid equipment in addition to the chalk, marker board or acceptable alternative.

175:10-3-45. Barber course entrance and curriculum requirements

(a) **Entrance requirements.** A Barber course entrance requirements are the same as for a Basic cosmetology course pursuant to OAC 175:10-3-16.

(1) Each student shall be provided an approved textbook or manual before commencing classroom training.

(2) A Barber student shall not be allowed to perform patron services until such time as he/she has been trained in safety and disinfection procedures on the clinic services performed ~~received at least 150 clock hours of practice and classroom instruction~~ under the direct supervision of a licensed Instructor.

(3) Kit is required on or before completion of practice and classroom instruction hours.

(b) **Curriculum requirements.** The 1500 clock hour curriculum for the barber course is prescribed as follows: (Note: Hours may be measured in credits and ratio is as recognized by the United States Department of Education as recognized by a national accreditation entity recognized by the United States Department of Education.)

(1) Safe work practices, infection control, bacteriology, implements, tools, equipment, sterilization, disinfection ~~sanitation~~ and safety 155 clock hours

(2) Salesmanship, job search, shop management, history of barbering and professional image 175 clock hours

- (3) Anatomy, physiology, chemistry, electricity and light therapy, properties and disorders of skin, scalp and hair, hair and scalp treatments 200 clock hours
- (4) Facial massage and treatment 40 clock hours
- (5) Haircutting and styling 580 clock hours
- (6) Chemical relaxing, soft curl perms, permanent waving 95 clock hours
- (7) Hair coloring 150 clock hours
- (8) Men's hairpieces, mustache, beard design and shaving 65 clock hours
- (9) Board rules, regulations and statutes 40 clock hours
- (10) Total hours 1500 hours

(c) Public barber school. The 1500 clock hour curriculum (1000 hours pure barber plus 500 hours of barber related high school subjects) is prescribed for public school, parochial school, private school or home schooled students in the following situations:

(1) Barber students that are currently attending high school, parochial, private school or a home school.

(2) Persons that did not otherwise complete their barber training while registered as a barber student in high school, parochial school, or a home school .

(A) Students who shall qualify for training in this matter must complete 1000 clock hours in a Basic barber course and 500 hours of approved related subjects. The official parochial, private school or home school high school transcript shall serve as documentation for the 500 hours of related instruction. The transcript must show passing grades in related subjects and completion of at least the first semester of the twelfth (12th) grade. Related subjects shall run concurrently with and shall be in no instance older than three (3) years at time of enrollment in a barber school course. The curriculum as follows has a recommended completion time of two (2) school years.

(B) Adult students registered in a barber school are not eligible to train under the 1000 hours pure barber plus 500 hours of barber related high school subjects unless qualified under (c) (1) and (2) of this rule.

(d) (e) Minimum barber student kit contents.

(1) A Barber student kit minimum equipment is required as follows:

- (A) one (1) approved text on theory of barbering
- (B) one (1) razor-type hair shaper and shaper blades
- (C) one (1) pair each hair cutting shears and thinning shears
- (D) one (1) tweezer
- (E) six (6) assorted hair brushes
- (F) twelve (12) combs (including ~~rat-tail~~ tail, ~~color~~, all purpose regular and/or barber-type)
- (H) one (1) shampoo cape
- (I) one (1) kit or tray to contain student personal training equipment

(2) In addition to the list of equipment in (1) of this Section the school shall immediately have available for student training:

- (A) permanent wave rods
- (B) other hair restructuring supplies
- (C) an adequate supply of applicator bottles
- (D) an adequate supply of protective gloves (disposable)
- (E) an adequate supply of neck strips

- (F) an adequate supply of hair clippers
- (G) an adequately supplied products dispensary to appropriately train students in classes
- (H) visual aid equipment in addition to the chalk or marker board

175:10-3-54. Instructor/student ratio

(a) The (1) Instructor is required for the first fifteen (15) students and one (1) additional instructor is required for each group of fifteen (15) students or major fraction thereof as follows:

- (1) One instructor for 15 to and including 22 students.
- (2) Two instructors for 23 to and including 37 students.
- (3) Three instructors for 38 to and including 52 students.
- (4) Four instructors for 53 to and including 67 students.
- (5) Five instructors for 68 to and including 82 students.
- (6) Six instructors for 83 to and including 97 students, etc.

(b) One instructor student in training shall count as an instructor toward the required ratio of instructor to student provided the school has notified the Board in writing if the instructor student in training is to be counted toward the required ratio of instructor student. The written notification must indicate that the change in instructors is an instructor student in training.

(c) The instructor student in training shall be easily recognized by the Inspector.

175:10-3-79. Hybrid learning in all courses

(a) A school must submit a curriculum and schedule for students utilizing hybrid learning.

(b) School must show proof that hybrid learning activities are continuously monitored by the school and the process must be formally approved by the Board.

(c) Credit for hybrid learning is limited to 10% of the theory related hours of training in any given course.

(d) A record of students actively participating in hybrid learning activities must be maintained in the school and available for inspection purposes.

(e) Equipment and materials necessary for participation in hybrid learning shall be made available to students or specified in school/student agreement.

PART 7. GENERAL OPERATIONS AND LICENSING REQUIREMENTS

SUBCHAPTER 5. LICENSURE OF COSMETOLOGY AND BARBER ESTABLISHMENTS

175:10-5-2. Minimum equipment; sanitation standards; rule posted

(a) Each Establishment shall have at least one (1) shampoo basin and shampoo chair and other equipment, implements and supplies adequate to provide services in a sanitary and safe manner to the public. Clothing worn by licensee while performing services to the public shall be clean and shall be designed to reduce risk of exposure to electrical and/or chemical burns/cuts to the skin and the potential for transmitting germs/bacteria.

(b) Each Establishment shall have in use at all times, at least one (1) dry and one (1) wet sanitizer for the

purpose of ~~disinfecting~~ ~~sanitizing~~ combs, brushes and other implements after each use.

(c) Each Establishment shall be required to be in compliance with rules established by the Board relating to the standards of sanitation and disinfection to be observed and practiced in each Establishment. A copy of the sanitary and disinfection rules will be provided to each Establishment by the Board. The rules are required to be posted in each Establishment ~~salon~~.

(d) Each Establishment owner and manager is responsible for the general and sanitary condition of the Establishment. Each owner and manager is responsible for assuring that each person employed and/or under his supervision and control in the Establishment, shall appropriately post a current, valid Oklahoma license or work permit before performing services to the public in the Establishment.

SUBCHAPTER 7. SANITATION, DISINFECTION AND SAFETY STANDARDS FOR ~~COSMETOLOGY AND BARBER ESTABLISHMENTS, SALONS AND SCHOOLS~~

175:10-7-2. Cosmetologists and Barbers working in same Establishment; license

~~A cosmetologist may practice in a barber shop provided the Establishment has been~~
Cosmetologists and Barbers may practice in the same Establishment and the Establishment must be
issued an appropriate license by the State Board of Cosmetology and Barbering.

175:10-7-5. Disinfectants ~~Sanitizer(s)~~ required for use in schools and related Establishments

(a) Every precaution shall be taken to prevent infection by disinfecting ~~sanitizing~~ all tools.

(b) All items shall be cleaned and disinfected ~~cleaned/sanitized~~ by removing all visible debris from an item or surface by using soap/water or a cleaning agent.

(c) Items shall be rinsed thoroughly in plain water.

(d) Items shall be placed in a wet sanitizer, which is a large, pan-type container which may be of plastic, enamel, stainless steel, or rubber and shall be fully immersed in an EPA approved disinfectant prepared according to manufacturer's directions. The items must stay immersed for full contact time according to manufacturer's instructions in order that item or surface stays moist with disinfection for all pathogens listed on the label to be effectively destroyed.

(e) Combs may be disinfected in a cylinder jar by immersing in an EPA approved disinfectant prepared according to manufacturer's directions. The combs must stay immersed for full contact time according to manufacturer's directions. The combs must stay immersed for full contact time according to manufacturer's instruction in order that item or surface stays moist with disinfection for all pathogens listed on the label to be effectively destroyed.

(f) If an autoclave is used to sterilize items after disinfection, in order to destroy all microbial life (including spores), periodic testing and maintenance must be performed on system according to manufacturer's instructions.

(g) All disinfected ~~and/or sterilized~~ items must be stored in a dry/closed cabinet, drawer, or other closed/covered/light type container without fumes.

175:10-7-6. Disinfecting ~~Sanitizing~~ agents for use in ~~cosmetology~~ schools and related establishments

- (a) Disinfectants for use by Establishments and schools shall be used only if registered with the Environmental Protection Agency (EPA) for use as a disinfectant to achieve its intended purpose in accordance with the product label.
- (b) To disinfect ~~sanitize~~ and minimize corrosion of metal instruments, immerse and wipe thoroughly with an EPA approved disinfectant or spray with approved oil base disinfectant ~~sanitizer~~ and store in a cabinet or closed container free from contamination between use and service for each patron.
- (c) All disinfection immersion liquid must be changed daily or sooner if visibly contaminated.
- (d) All customer contact items, including neck rests, arm rests and seats, must be cleaned and disinfected between customers.

175:10-7-11. Brushes and combs; rollers and clips; appropriate dispensers; product removal

- (a) Rollers and clips shall be cleaned and disinfected after each use ~~sanitized~~ daily.
- (b) Placing combs or other articles to be used in the pocket of the uniform is prohibited.
- (c) An adequate daily supply of combs and brushes shall be available.
- (d) Lotions, powder or water shall be dispensed from shaker or bottle.
- (e) Creams and other semi-solid preparations shall be removed from containers with a spatula.

175:10-7-13. Work/styling station and shampoo area condition ~~sanitation~~ and safety

- (a) Work/styling station and shampoo area shall be maintained in a neat and orderly manner at all times. Instruments, which have been used, shall not be placed on work station or on the floor. Loose/cut hair must be removed from styling/work station/chair and floor immediately after patron service is complete.
- (b) Consuming of food and/or beverage shall not be permitted at work/styling station or in classroom.
- (c) Student, instructor or other school personnel shall be not permitted to smoke in classroom or at work/styling station.
- (d) Light fixtures shall be appropriately installed in order to provide adequate lighting in work areas.

175:10-7-14. Manicuring station and equipment; methyl methacrylate (MMA) prohibited

- (a) Manicuring station and equipment shall be kept in a clean and disinfected ~~sanitary~~ condition at all times.
- (b) Manicuring bowls, brushes, and other washable items shall be cleaned and disinfected ~~sanitized~~ after each use and shall be kept in a closed area, free from contamination, when not in use.
- (c) Manicuring instruments, tweezers, and other non-metal implements shall be cleaned and disinfected ~~sanitized~~. Implements shall be sanitized using an EPA registered product. Disinfected ~~Sanitized~~ implements shall be stored in a sealed plastic bag or must remain in a dry closed/covered/light ~~sanitizer~~ (drawer, cabinet or box-type container) until ready for use on next patron. At least two (2) sets of manicuring implements shall be maintained for each practicing manicurist in order that one set is appropriately disinfected ~~sanitized~~ for use on each patron.
- (d) Hot oil or lotion manicuring units shall be maintained in a safe, clean and disinfected ~~sanitary~~

condition. A disposable type liner shall be used in unit cup to hold lotion. The used liner and oil or lotion shall be disposed of immediately after use and shall not be reused.

(e) Maximum precautionary, safe, disinfection ~~sanitary~~ and appropriate preparation and application shall be observed in sculptured nails, tips, and other artificial nail procedures. Each licensee shall be knowledgeable and alert to nail diseases and potential health hazards which may be present before or after artificial nail application. If evidenced prior to service, the licensee shall not proceed with application. If infection or other condition of disease is evidenced after application, the patron shall be referred to a physician or health clinic for appropriate treatment. No further manicuring services shall be performed until hands, nails, and/or fingers are free and clear of the disease or infection.

(f) Each licensee shall be knowledgeable of product ingredients. If not listed on the product, the manufacturer should be contacted for content information. The use of methyl methacrylate (MMA) is prohibited.

175:10-7-15. Plumbing installation; electrical equipment; state and local code compliance

(a) Sufficient hot and cold water shall be supplied for disinfection ~~sanitary~~ and safe conditions in all ~~cosmetology~~ Establishments ~~establishments~~ and schools. All plumbing installation shall conform to state and local plumbing codes and be in good repair at all times.

(b) All electrical equipment shall be properly maintained and installed by a qualified electrician. All electrical equipment installation shall conform to state and local ~~plumbing~~ codes.

175:10-7-17. License and other posting requirements

(a) Licenses shall be posted in a place easily viewed by the public.

(1) Current 2" X 3" photo of licensee is required to be posted with each license or work permit.

(2) Student and apprentice registration receipts and student permits to work shall be posted conspicuously.

(3) Posting at individual work/styling station in an Establishment may be required for inspection and identification purposes.

(b) Board Sanitation and Disinfection Rules shall be posted in each Establishment.

(c) Code of Ethics shall be posted in each school.

(d) Current inspection reports shall be posted in a place easily viewed by the public.

175:10-7-18. Disinfection ~~Sanitary~~ precautions before and after each patron service

(a) The hands of the licensee, student or apprentice shall be washed and the integrity of the skin carefully examined before and after performing a service for any person. If any abrasion, cut, scratch, open lesion or infection is evidenced, protective or disposable gloves shall be worn while performing services in order to reduce risk or transmission of infectious bacteria/virus/disease.

(b) Styptic pencils and lump alum are prohibited. Liquid or powdered astringent shall be used to check bleeding and shall be applied with separate, clean, sterile gauze or cotton which shall be disposed of immediately after use.

(c) Any licensee who can reasonably anticipate, as the result of performing any cosmetology or barbering service, contact with blood and other potentially infectious material, shall wear protective disposable gloves while performing the services. Gloves shall not be re-used and shall be disposed of

properly immediately after use.

(d) Implements and tools that cannot be disinfected ~~sanitized~~ must be disposed of after one use.

175:10-7-28. Product knowledge and procedures

All licensees shall be held individually liable for product knowledge. Maximum precautionary, safe, disinfection ~~sanitary~~ and appropriate preparation prior to service and application, as required by product label, shall be practiced at all times upon the public. For products that contain a requirement for a patch test, licensees may provide a consumer advisory that is clearly visible in the area of the application, or provide the client with a printed fact sheet with information that describes the label requirement for the patch test, or utilize a signed statement of release of liability regarding the patch test warning.

175:10-7-30. Pedicure equipment and procedures for cleaning and disinfecting after each client use

Pedicure equipment is a unit that holds water for a pedicure service, including whirlpool spas, 'pipe-less' units, footbaths, basins, tubs, sinks and bowls which shall be cleaned by scrubbing surface with a brush, using an enzymatic or surfactant detergent (soap) and water. After cleaning, pedicure equipment, tools and implements shall be disinfected by using an EPA-registered disinfectant as prescribed in Board rule 175:10-7-6. Board rules regarding the cleaning and disinfecting ~~sanitizing~~ of cosmetology tools and implements apply to all tools and implements used for pedicures. The Board recommends the use of NIC approved 'Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's For All Industry Modalities'.

175:10-7-32. Kiosk Style Establishment

(a) A kiosk style Establishment that offers services other than chemical services, manicures, pedicures or artificial nails, may be approved to operate within an enclosed building. A hand washing lavatory with hot and cold water under pressure shall be available for use in the kiosk or located within 500 feet. If a common drain for waste water disposal is not available at the kiosk, a waste water holding tank with a minimum capacity of five gallons shall be provided. All persons performing services in the kiosk must be appropriately licensed as an Establishment.

(b) All disinfection and safety procedures must be followed.

(c) Individual not already licensed by the Board may be required to hold a Demonstrator license as in Rule 175:10-9-50.

SUBCHAPTER 9. LICENSURE OF COSMETOLOGISTS, BARBERS AND RELATED OCCUPATIONS

PART 1. APPRENTICESHIP

175:10-9-1. Apprentice training

(a) An apprentice must train under the direct supervision of a currently licensed instructor or an instructor that is licensed in the particular field of practice. Only one (1) apprentice per Establishment shall be approved to be trained at any given time.

- (b) A currently licensed instructor who wishes to train an apprentice shall make written application to the Board. The application shall include:
- (1) Proof of need affidavit from the proposed apprentice. Proof of need is considered by the Board to be proof of dire financial circumstances of the apprenticeship applicant or proof of lack of training available within a reasonable distance of residence of apprentice applicant.
 - (2) Apprenticeship inspection fee of \$20.00 (includes purchase of Rules, Regulations and Law book, apprentice registration and inspection fee) is required.
- (c) An inspection will be made by the Board for approval of required equipment, textbooks, and theory tests.
- (d) An interview will be conducted with the instructor and the proposed apprentice to assure that both parties fully understand the apprenticeship program.
- (e) When all requirements are met, an equipment affidavit will be signed by the inspector and the instructor. Apprentice registration forms will be completed at time of inspection.
- (f) Equipment required to train an apprentice is based on course of study as follows:
- (1) One (1) facial chair (reclining styling or shampoo chairs are acceptable).
 - ~~(2) One (1) therapeutic lamp with red lights or unit that provides multi-lamp or light-heat treatment, installed for free use of both hands.~~
 - ~~(2)~~ (3) One (1) facial supply cabinet.
 - ~~(3)~~ (4) One (1) work/styling station.
 - ~~(4)~~ (5) One (1) mannequin.
 - ~~(5)~~ (6) Other Establishment equipment as shall be required for course of training.
- (g) Textbooks must be approved by the Board that adequately cover the prescribed curricula and prepares students for State Board testing. Other textbooks and reference material may be used to enhance the apprentice course.
- (h) Reference and other library equipment include:
- (1) Standard Dictionary
 - (2) American Medical Dictionary
 - (3) Subscription to at least one (1) professional magazine
- (i) Entrance requirements for apprentice training:
- (1) Apprenticeship must be approved by the Board before apprentice attends class.
 - (2) Apprentice must be at least sixteen (16) years of age.
 - (3) Apprentice must show proof of at least 8th grade education or equivalency (8th grade diploma or transcript). The Board may accept a statement from a school official who states, upon interview with applicant, that applicant has the equivalency of at least 8th grade potential and ability to learn.
 - (4) Apprentice must be able to benefit from instruction.
 - (5) Apprentice must submit copy of birth certificate or other legal proof of age if under the age of 18 years of age.
- (j) Minimum content requirements for an apprentice kit are the same as for students registered in a school.
- (k) In addition to requirements of a kit, the apprentice shall have available for apprentice training:
- (1) At least one set of appropriately disinfected ~~sanitized~~ manicuring implements immediately available for use on each patron (not required for barber or esthetician apprentices)

(2) Adequately supplied dispensary to appropriately train apprentice in cosmetology practices, barber, esthetician, manicuring, hairbraiding practices depending on program; and

(3) Visual aid equipment in addition to the chalk or marker board.

(l) Apprentice training may be approved for all courses except Instructor. Apprentice training may be approved for courses of review when required for expired license.

(m) The instructor shall not charge the apprentice for training. The instructor may charge for services rendered by the apprentice while in apprentice training.

(n) If the apprentice performs extra curricular work for the shop owner for compensation, the work shall in no way interfere with the eight (8) hours per day of training for an apprentice.

(o) The instructor shall instruct the apprentice in all subjects as outlined in the curricula prescribed by the Board to be taught in a school. The instructor shall give the apprentice weekly tests and a final examination in both the practical skills and theory work.

(p) Apprenticeship training shall be under the direct supervision of the approved licensed instructor at all times.

PART 3. STATE BOARD EXAMINATION

175:10-9-25. Examination form; administration and content of Board examination; passing score; disability accommodations; grade release reports

(a) The examination application shall be completed to include the School Affidavit of completion of hours and the examination fee.

(b) The Board shall conduct examinations for license at such times as the Board shall consider necessary to reasonably accommodate applicants for the examination.

(c) Each applicant shall be required to take both written and practical portion of the State Board examination.

(d) The written exam will test general knowledge of cosmetology. Textbooks approved by the Board will contain the subjects and examination questions and answers.

(e) The test for all instructor license examination candidates must include completion of ~~student attendance record form~~, lesson plan preparation, class presentation and a written theory test and other cognate areas of teacher training. The instructor tests shall include questions pertaining to Oklahoma Cosmetology and Barber law and Board rules and regulations.

(f) When a live model is used, model must be sixteen (16) years of age.

(g) Minimum passing grades, on each portion of the examination, are as follows:

(1) Cosmetology - 75%

(2) Master Instructor - ~~75%~~ 85%

(3) Manicurist - 75%

(4) Esthetician - 75%

(5) Cosmetician - 75%

(6) Hairbraiding Technician - 75%

(7) Barber - 75%

(8) Manicurist/Nail Technician Instructor - ~~75%~~ 85%

(9) Facial/Esthetics Instructor - ~~75%~~ 85%

(10) Master Barber Instructor ~~75%~~ 85%

- (h) A Cosmetologist, Manicurist, Esthetician, Cosmetician, Barber or Hairbraiding Technician, declaring a disability, defined by the American Disabilities Act (ADA) shall submit a written statement when requesting an oral examination or other special testing accommodation. Such needs identification and request for special accommodation must be made at time of student enrollment with the Board or at the earliest time possible during course of training.
- (i) Validity of disability must be established by the submission of a statement from a licensed health care professional qualified to diagnose the disability.
- (j) Instructor license examination candidate declaring a disability shall be provided a distraction free space, test schedule variation and/or extended time to complete the test.
- (k) State Board examination grades/scores will be provided to schools at least twice a year. The reports will be provided more frequently only as time and staff allows.

PART 5. DEMONSTRATORS; COSMETIC STUDIOS; TRADE SHOWS; GUEST ARTISTS; WIG DRESSING; OTHER PRACTICES OF COSMETOLOGY AND BARBERING

175:10-9-50. Demonstrator and cosmetic studio license requirements.

- (a) Any person who is not a cosmetology or barber licensee in this state, and who demonstrates any cosmetic preparation for the public from open tester, sampler or other open container, is hereby declared to be a demonstrator and shall be required to obtain a license from the Board before making the demonstrations.
- (b) While the Board does not interfere with door-to-door individual one-on-one type cosmetic retail sales, any person who establishes a cosmetology or barber business or represents himself to be providing facials or other cosmetology or barber services to the general public in a place other than an Establishment or school shall be required to obtain a license as is appropriate to the practice performed. Providing or performing a facial is a practice which shall require a Facialist, Cosmetologist, Barber, Facial/Esthetics Instructor, Barber, Master Barber Instructor or Master Instructor license.
- (c) A person who provides a demonstration of the proper use and application of specific make-up and cosmetic technique and product information to students enrolled in modeling, charm or other self-improvement programs, shall be a licensed Cosmetologist, Cosmetician, Facial/Esthetics Instructor, Manicurist, Facialist, Barber, Master Barber Instructor, Master Instructor, Barber Instructor or Demonstrator as applies to a specific license held and demonstration performed by the person. Techniques and products demonstration shall be restricted to personal self-improvement and individual modeling students and shall not be training to provide services to others.
- (d) A Cosmetic Studio is considered by the Board to be a place where licensed demonstrators give demonstrations for the sole purpose of advertising and selling cosmetics.
- (e) Any Cosmetic Studio shall be required to be licensed by the Board and license shall expire and subject to renewal annually.
- (f) Each Cosmetic Studio must prominently display an identifying sign in plain letters at least three (3) inches tall and one (1) inch wide. Failure to display such a sign will be considered as evidence of attempt to avoid inspection.
- (g) A cosmetic counter or other Establishment where cosmetic preparations may be sold but where

cosmetics are in sealed containers and where no open containers (testers, samplers, applications etc.) are used to demonstrate, the cosmetics may be exempt from cosmetology licensing requirements.

(h) Requirements for the issuance of a Demonstrator's license are:

- (1) One (1) current, 2" X 3", full-face photo
- (2) Notarized application and affidavit
- (3) Fee of \$20.00
- (4) Register and pass the Board's sanitation and safety examination

(i) Demonstrator license requirements shall be met before the demonstrator begins a demonstration. These requirements are established and must be met to ensure the identification of persons, products and locations where demonstrations are performed to the consuming public.

(j) The demonstration of eye lash and brow tints, hair tints and color rinses, permanent waves and hair relaxants, facial preparations or other preparations considered by the Board to require extensive knowledge, skill and training to ensure safe and proper usage, is hereby prohibited.

(k) Applicators are single use items and are to be disposed of after each use.

(l) Disposable items must be stored in a closed container, drawer or cabinet except for those used for the day's use.

(m) Brushes shall be disinfected after each client use.

(n) Disinfection and safety standards must be followed at all times.

(o) Disinfectants must be used only if registered with the Environmental Protection Agency (EPA) for use as a disinfectant to achieve its intended purpose in accordance with the product label.

(p) All customer contact items and work area must be cleaned and disinfected between clients.

(q) Creams and other semi-solid preparations shall be removed from containers with a disposable spatula.

(r) The hands of the licensee shall be washed and the integrity of the skin carefully examined before and after a demonstration.

(s) Hand sanitizer must be available for use.

175:10-9-54. Cosmetology and barber related high fashion photography or similar Establishment business/establishment requirements

(a) Any high fashion photography and similar cosmetology/barber related business/Establishment providing any one or combination of services separately or in conjunction with photography or similar services to the public shall be appropriately licensed by the Board.

(b) Any employee or other person performing any one or combination of cosmetology or barber services in such Establishment shall be appropriately licensed by the Board.

175:10-9-55. Practices of cosmetology and barbering

- (a) Only licensed Facialist/Estheticians, Cosmetologists or Barbers may perform threading.
- (b) Only a licensed Facialist/Esthetician or Cosmetologist may perform eyelash extensions.
- (c) Only licensed Facialist/Estheticians, Cosmetologists or Barbers may perform body sugaring.

SUBCHAPTER 11. LICENSE RENEWAL, FEES AND PENALTIES

175:10-11-2. Cosmetology and Barber license and penalty fees

(a) The Board is authorized the following license and penalty fees:

- (1) Student/apprentice registration - \$5.00
- (2) Examination registration - ~~\$35.00~~ \$15.00
- (3) Cosmetology and barber school license (initial) - \$400.00
- (4) Cosmetology and barber school license (renewal) - \$125.00
- (5) Master Cosmetology Instructor license - ~~\$50.00~~ \$30.00
- (6) Master Barber Instructor license - \$50.00
- (7) ~~(6)~~ Facial/Esthetics Instructor license - \$30.00
- (8) ~~(7)~~ Manicurist/Nail Technician Instructor license - \$30.00
- (9) ~~(8)~~ Basic Cosmetology license - \$25.00
- (10) Barber license - \$25.00
- (11) ~~(9)~~ Manicurist license - \$25.00
- (12) ~~(10)~~ Esthetician license - \$25.00
- (13) ~~(11)~~ Cosmetician license - \$25.00
- (14) ~~(12)~~ Hairbraiding Technician license - \$25.00
- (15) ~~(13)~~ Demonstrator license - \$20.00
- (16) ~~(14)~~ Advanced Operator license (renewal only) - \$25.00
- (17) ~~(15)~~ Establishment license (initial) - \$45.00
- (18) ~~(16)~~ Establishment license (renewal) - \$30.00
- (19) ~~(17)~~ Cosmetic studio license (initial) - \$50.00
- (20) ~~(18)~~ Cosmetic studio license (renewal) - \$30.00
- (21) ~~(19)~~ Nail salon license (initial) - \$45.00
- (22) ~~(20)~~ Nail salon license (renewal) - \$30.00
- (23) ~~(21)~~ Reciprocity license - \$30.00
- (24) ~~(22)~~ Reciprocity transfer of hours processing fee from out-of-state - \$30.00
- (25) ~~(23)~~ Duplicate license (in case of loss or destruction of original license and/or renewal application) - \$5.00
- (26) ~~(24)~~ Notary Fee - \$1.00
- (27) ~~(25)~~ Certification of Records - \$10.00

(b) ~~The Board is authorized the following license and penalty fees for Barber type licenses:~~

- ~~(1) Barber college—\$200 per year~~
- ~~(2) Barber apprentice—\$10 per year~~
- ~~(3) Barber examination fee—\$35 per exam~~
- ~~(4) Barber Instructor license fee—\$50 per year~~
- ~~(5) Barber Instructor examination fee—\$50 per exam~~
- ~~(6) Barber license fee—\$25 per year~~
- ~~(7) Barber license renewal after expiration—\$50 per year~~
- ~~(8) Barber Instructor license renewal after expiration—\$75 per year~~

(b) (e) The Board shall charge a penalty fee of ten dollars (\$10.00) for the renewal of any cosmetology license delinquent after two (2) months of expiration. This sub section also applies to any delinquent initial license application.

(c) ~~(d)~~ All fees shall be submitted to the Board in the form of a cashier's check, money order or business check. Personal checks are not accepted by the Board.

SUBCHAPTER 13. RECIPROCAL AND CROSSOVER LICENSING

175:10-13-1. Reciprocal license requirements

The Board, in accordance with the Oklahoma Cosmetology and Barbering Statutes 59 O.S. Section 199.13, has ruled to accept any applicant for applicants from other states in accordance with the following requirements: on a license for comparable license basis from any state in which the applicant has met the license requirements.

(1) The applicant for license as a cosmetologist, manicurist, facialist, hairbraiding technician or barber: The Board may issue a reciprocity license for license without examination to any applicant who shall qualify and who shall submit the completed appropriate and required application and fees to the Board.

(A) must have met the requirements for the same licensure in another state

(B) must hold a current license from another state as verified by a valid certification

(C) must have successfully passed Oklahoma's state rules, regulations and law test administered by the Board

(2) If an applicant for a license as a cosmetologist, manicurist, facialist, hairbraiding technician or barber is from another territory, province, or foreign county that does not issue a license after required occupational training, but can provide sufficient proof that he or she has continuously engaged in the practices or occupation at issue in the reciprocity license application for at least three years immediately prior to such application, the Board may approve the reciprocity license if there is sufficient proof that applicant has at least an eighth grade education, and the applicant has passed Oklahoma's state rules, regulations and law test administered by the Board.

(3) If an applicant for a license as an instructor is from another territory, province, or foreign county, that does not issue a license after required occupational training, but can provide sufficient proof that he or she has continuously engaged in the practices or occupation at issue in the reciprocity license application for at least three years immediately prior to such application, the Board may approve the reciprocity license if there is sufficient proof that applicant has at least a high school education, and the applicant has passed Oklahoma's state rules, regulations and law test administered by the Board.

(4) Any non-English speaking reciprocity licensee or transfer of hours applicant, and transfer of hours applicant must contact the Board's office concerning requirements for licensing and transfer of hours.

(5) After the application is complete, all required documents are attached, and the application is filed, each applicant for reciprocity license must make an appointment and appear personally in the Board's office for an interview before the reciprocity license may be considered.

(6) The applicant from a foreign country, territory or providence may be required to provide evidence that documents have been certified as valid by a creditable agency as recognized by the Board. Validation of documents is at applicant's expense.

(7) No temporary permit shall be issued to an out-of-state or foreign reciprocity applicant.

After all papers have been completed and necessary documents attached, the applicant for reciprocity license must make an appointment and appear personally in the Board's office for an interview before reciprocity license may be considered.

The reciprocity license application shall be submitted on forms approved by the Board and shall include official certification of current license, training, testing, and educational records from the applicable State Board.

(B) The application shall also include the (first year) reciprocity license and processing fee of sixty dollars (\$60.00) plus the cost of the Oklahoma Board's Rules, Regulations and Law book. (The \$30.00 processing fee and book cost are non-refundable.)

(C) The reciprocity application shall require that the applicant submit a current full face photograph of self with the license application, (photo must be approximately 2" X 3" in size and shall have the applicant's name printed on the back).

(2) Any non-English speaking reciprocity licensee or transfer of hours applicant must contact the Board's office concerning requirements for licensing and transfer of hours. After all papers have been completed and necessary documents attached, the applicant for reciprocity license must make an appointment and appear personally in the Board's office for an interview before reciprocity license may be considered.

(3) The Board may retain the right to require that any applicant for the Oklahoma Instructor license shall register for the Oklahoma Board's Instructor examination and show proof of scoring no less than 85% (on each portion of the examination, written and practical) if at any time the applicant shall fail to show proof of at least equivalent of high school education or if other circumstance of irregular or unusual nature is reflected in Instructor reciprocity application.

(4) Reciprocity is granted only to a licensed cosmetologist, barber, nail technician, facialist, hairbraider, cosmetician, master cosmetology instructor, nail technician instructor or facialist instructor, master barber instructor from a state that issues a license.

(5) Reciprocity shall not be granted to an applicant from a state or foreign country that does not issue a license unless the following requirements are met:

(A) Show proof of attending a cosmetology or barber school in state or country.

(B) Submit reciprocity application for license.

(C) Submit registration for examination form and show proof of scoring no less than 75% (on each portion of the examination, written and practical). If applicant should fail the examination, applicant must show proof of no less than 120 review hours in an Oklahoma school before being eligible to re-register and sit for the examination again. (\$15.00 re-registration fee required). Applicant must then show proof of scoring no less than 75% (on each portion of the examination, written and practical) before being eligible for Oklahoma licensure by reciprocity.

(D) Submit fee of sixty dollars (\$60) plus cost of Rules, Regulations and Law Book, plus examination fee of \$15.00.

(7) No temporary permit shall be issued to an out-of-state or foreign reciprocity applicant.

175:10-13-2. Credit allowed for barber/cosmetology crossover training

(a) A barber who holds a current Oklahoma barber license in good standing, who shall apply to

register for the Board's examination for a Basic Cosmetologist license, may be eligible to sit for the written examination upon showing proof of the completion of three hundred (300) hours of training in a cosmetology school. Training shall be in accordance with a curriculum and schedule approved by the Board and developed specific to Cosmetology techniques including manicuring, pedicuring and Cosmetology/Barber law. Training evaluation and curriculum is approved at time of enrollment in a cosmetology school.

(b) A cosmetologist who holds a current Oklahoma cosmetology license in good standing, who shall apply to register for the Board's examination for a Barber license, may be eligible to sit for the written examination upon showing proof of the completion of three hundred (300) hours of training in a barber school. Training shall be in accordance with a curriculum and schedule approved by the Board and developed specific to Barbering techniques including shaving and clipper cuts and Cosmetology/Barber law. Training evaluation and curriculum is approved at time of enrollment in a barber school.

SUBCHAPTER 17. EMERGENCY COSMETOLOGY AND BARBERING SERVICE

175:10-17-1. Emergency services; documentation required

(a) A licensed cosmetologist or barber may perform services for a person in the person's residence of the person in the event of an emergency. Emergency is considered to be serious injury or illness which causes the person to be residence bound.

(b) Appointment for emergency service must be booked from a licensed Establishment. A doctor's statement must be kept in the Establishment verifying that the person is residence bound or otherwise incapacitated.

(c) The licensee shall have his license in his possession when performing services.

(d) ~~Mobile, portable or other~~ Door-to-Door ~~door-to-door~~ cosmetology or barbering service is prohibited unless provided as emergency service as described in this sub-section.

175:10-17-3. Mobile Establishments; limited provisions

(a) A license for a mobile Establishment may be issued provided the unit meets the following requirements:

- (1) Is an enclosed mobile unit that is self supporting and self-contained with the ability to operate without having to connect to any outside utilities
- (2) Establishment does not provide chemical services
- (3) Furniture is anchored to the mobile unit
- (4) No part of the mobile unit can be used for living or sleeping quarters at any time
- (5) Establishment has hot and cold running water and if the fresh water holding tank is depleted, establishment shall not operate.
- (6) Establishment shall not operate while unit is in motion or moving
- (7) Signage must be displayed on the exterior of both sides of the unit
- (8) Records shall be maintained within the mobile unit regarding appointments, itineraries, and schedules and made available at time of inspection

(9) Board licensees shall post individual licenses as required in Board Rule 17:10-7-17

(10) Board established disinfection and safety standards shall be followed at all times the Establishment is providing services

(11) Owner shall provide to the Board a quarterly itinerary and schedule of places the mobile unit shall be operating no later than the 10th of the months of January, March, June, September and December. Itinerary and schedule shall include a list of licensees who shall be providing services in the unit.