

ALABAMA BOARD OF COSMETOLOGY

Practical Exam Procedures

Effective, September, 2008 the Alabama Board of Cosmetology will administer practical exams through Professional Credential Services (PCS). Candidates must still pass their written exam prior to applying to take their practical exam.

Eligibility

After passing the written exam, candidates will submit an application for the practical exam to the Alabama Board of Cosmetology along with a \$45.00 fee. Approved candidates will be sent a Candidate Information Bulletin (CIB) that includes detailed instructions for scheduling and taking the practical exam.

Scheduling

Once approved, candidates must contact PCS at 1-888-822-3272 to schedule their testing appointment. PCS's hours of operation are Monday – Friday, 8:00 – 4:30 Central Time. PCS will issue an Admission Notice to the candidate for the practical exam 7 to 10 business days prior to your scheduled practical exam date. If you do not receive your admission notice on Monday prior to the approved practical exam date, please call PCS for further instructions.

Locations

Testing locations are Huntsville, Birmingham, Mobile and Montgomery. The exact site address will be printed on your admission notice.

Cancelling/Rescheduling

Rescheduling of the practical exam is not permitted. If you do not show for the date and time scheduled, you will forfeit your exam fee and must contact the Alabama Board of Cosmetology to reapply.

Identification

All candidates will be required to present your Admission Notice provided by PCS and a valid (non-expired) government issued photo identification for admittance into the testing center. The ID must bear the candidate's photo (full frontal face) and signature. Failure to present appropriate identification at the test center will result in the cancellation of the candidate's appointment and forfeiture of their test fee.

Pass/Fail

Candidates will receive notification of pass or fail by the Alabama Board of Cosmetology within 2 weeks of the exam date.