



ALABAMA BOARD OF COSMETOLOGY AND BARBERING

COSMETOLOGY PRACTICAL EXAMINATION INFORMATION

EXAMINATIONS BY PSI SERVICES LLC

The Alabama Board of Cosmetology and Barbering is responsible for licensing and regulating the profession of cosmetology in the State of Alabama. The Board has contracted with PSI Services, LLC (PSI) to deliver its examinations.

Candidates **MUST** pass the written examination before applying for the practical examination. You have one attempt to test per eligibility. If you fail you must reapply with the Board.

SCHEDULING PROCEDURES

Once approved by the Alabama Board of Cosmetology and Barbering, you are responsible for contacting PSI to schedule an appointment to take the examination. PSI will make every effort to schedule the examination site and time that is most convenient for you.

All questions and requests for information about the examination should be directed to:

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
(833) 333-4751 • Fax (702) 932-2666
www.psiexams.com

INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below:

1. Log onto PSI's website, select the link associated with the Alabama examinations. Complete the associated registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available exam dates and locations for scheduling your examination. Select your desired testing date and location.

TELEPHONE REGISTRATION

PSI registrars are available at (833) 333-4751, Monday through Friday between 6:30 am and 9:00 pm, and Saturday/Sunday, between 8:00 am and 4:30 pm, Central Time, to schedule your appointment for the examination.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. You may call PSI at (833) 333-4751 or use the PSI Website.

Note: A voice mail message is not an acceptable form of cancellation. Please use the PSI Website or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (833) 333-4751. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

PRACTICAL EXAMINATION CENTER LOCATIONS

The licensing examinations are administered at the following PSI examination centers.

Birmingham

Hampton Inn Birmingham
I-65/Lakeshore Dr
30 State Farm Parkway
Birmingham, AL 35209

Huntsville

Hilton Garden Inn
Huntsville/Space Center
4801 Governors House Drive
Huntsville, AL 35805

Mobile

Wingate by Wyndham
516 Springhill Plaza CT
Mobile, AL 36609

Montgomery

Homewood Suites
7800 Eastchase Pky
Montgomery, AL 36117

REPORTING TO THE EXAMINATION CENTER

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for identification and familiarizing yourself with the examination process. **If you arrive late, you may not be admitted to the examination center and you will forfeit your registration fee.**

REQUIRED IDENTIFICATION

Candidates need to provide two (2) forms of identification.

Candidates must register for the exam with their **LEGAL** first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site.

PRIMARY IDENTIFICATION - Choose One

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issues Alien Registration Card

SECONDARY IDENTIFICATION - Choose One

- Credit Card (must be signed)
- Social Security Card
- US issued Birth Certificate with Raised Seal

*NOTE: Student ID and employment ID are **NOT** acceptable forms of identification.

Candidates must register with the full legal name as it appears on their government issued identification. The name on the identification must be the same as the name used to register for the examination. If the candidate fails to bring proper identification or the candidate names do not match, the candidates will not be allowed to test and their examination fee will not be refunded.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- Cell phones, pagers, and children are not allowed in the examination center. **NO personal items are to enter the testing center.** PSI will not be responsible for any personal items and suggests that you leave them locked in the trunk of your car.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.
- Copying or communicating examination content is a violation of PSI security policy and the State Law. Either one may result in the disqualification of examination results and may lead to legal action.

EXAMINATION REVIEW

The Alabama Board of Cosmetology and Barbering is utilizing the NIC examinations. The NIC conducts ongoing analysis and review of their examinations to ensure the examinations accurately measure minimal competency in the required knowledge area. For questions or concerns please email cosmetology@psionline.com or barber@psionline.com for assistance.

SCORE REPORTING

Your score will be processed and mailed to the address on file within two weeks after completion of the examination.

COSMETOLOGY EXAMINATIONS

The National Cosmetology examination is the national licensure examination for Cosmetology, which is developed and administered by the National-Interstate Council of State Boards of Cosmetology (NIC). For more information on the examination content outlines and references go to www.nictesting.org.

The National-Interstate Council of State Boards of Cosmetology (NIC) offers many different exams that are legally defensible. Because of this, the Alabama State Board of Cosmetology and Barbering is unable to provide a state-specific Candidate Information Bulletin. Therefore, some information included is not required by Alabama.

Alabama Practical Examination Guidelines for Cosmetology

The Alabama State Board of Cosmetology and Barbering requires you to be examined on the following services in the order in which they are listed below on the practical examination:

Core Domain Services:

1. Work Area and Client Preparation, and Set Up of Supplies (First Client) (15 minutes)
2. Thermal Curling (10 minutes)
3. Haircutting (30 minutes)
4. Work Area and New Client Preparation, and Set Up of Supplies (Second client) (15 minutes)
5. Chemical Waving (20 minutes)
6. Predisposition Test and Strand Test with Simulated Product (10 minutes)
7. Highlighting with Foil and Virgin Application with Colored Simulated Product (15 minutes)
8. Hair Color Retouch with Colored Simulated Product (10 minutes)
9. Virgin Hair Relaxer Application with Colored Simulated Product (Untimed)
10. Blood Exposure Procedure (10 minutes)

Additional Services required

14. +Basic Facial (20 minutes)
18. +Manicure and Polish Application (20 minutes)

...Sections 11,12,13,15,16,17,19 and 20 are not required by Alabama-

Mannequins:

A mannequin head is required for all hair and facial services. It is the candidate's responsibility to come prepared for the examination. Mannequin heads that are pre-marked or pre-sectioned are NOT allowed for any part of the practical examination. The mannequin's hair must be brushed straight back prior to reporting to the examination.

A mannequin hand is required for all nail services. Hands with digital fingers (trainer hands) are NOT permitted during the examinations. Prior to reporting to the examination, you MUST apply a set of nails to the mannequin hand. The artificial nails must cover the entire nail bed of each finger. If you are unable to use a mannequin hand, you will not receive credit for this section. You are no longer able to perform this service on your own hand.

Prohibited Items:

Aerosol products are not permitted at any time during the examination.

Monomer must be low odor/less-odor and factory sealed in its original container with the manufacturer's label. **Polymer and primer** must be in its original container with manufacturer's label.

Kit Size:

Kit size must be no larger than 30x30. For safety reasons, all kits must fit completely under the table areas.

Dress Code:

You should dress professionally as you would when you are working in a shop. You are not allowed to have your name, your school name, or a shop name on your professional attire or kit.



**NATIONAL COSMETOLOGY
PRACTICAL EXAMINATION**

CANDIDATE INFORMATION BULLETIN (CIB)

EXAMINATION CONTENT AND IMPORTANT ADMINISTRATION INSTRUCTIONS

Please visit your official examination provider website OR www.nictesting.org, for the most current bulletin prior to testing.

**National Cosmetology Practical Examination is the licensure examination
for Cosmetologists, which is developed by the
National-Interstate Council of State Boards of Cosmetology (NIC).**

**This bulletin contains IMPORTANT INFORMATION regarding the
NIC National Cosmetology Practical Examination content and administration for
Cosmetology core services and additional sections.**

For each NIC National Practical Examination, there are multiple parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- **Important Instructions and Examination Core Domain Content** – This contains information and guidelines related to administration of the Practical examination and information about the scope of content covered in the core sections of the Practical examination.
- **Additional Services** – These provide information about additional sections offered by NIC for examination. Check with your State regulatory agency or examination administration vendor to determine which of these sections your State requires as part of their Practical examination.
- **References** – This is a list of references used to develop and support the content covered in NIC examinations.

The references will always be the same for both Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT AND REVIEW ALL DOCUMENTS THAT
MAKE UP THE NIC EXAMINATION CIB.**

PLEASE REVIEW ALL INFORMATION CAREFULLY!

IMPORTANT INSTRUCTIONS

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- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. **Picture ID is required for re-entry into the examination.**
 - Candidates are required to bring a supply kit for their own use.
 - It is the candidate's responsibility to make certain they have a sufficient quantity of supplies that have been properly cleaned and disinfected and that implements are in proper working order.
 - The kit will be used during the examination as dry storage and is considered part of the work area. The kit must be kept closed (e.g., completely zipped or lid tightly closed) except when removing materials for a particular service.
 - Candidates may remove items, supplies, etc., from the kit at any time, however nothing may be returned to the kit.
 - All examinations are administered in a testing environment.
 - Candidates are evaluated at all times. Continue working until you have completed the entire section or time has elapsed.
 - Due to standardization of the NIC National Examinations, proctors and examiners are required to adhere to the

following standards:

- The verbal instructions will be read twice for each section of the examination.
- With the exception of verbal instructions, the proctors are not allowed to communicate with candidates.
- Examiners are not allowed to speak with candidates.
- Candidates requesting information during the examination will be told one of the following statements:
 - “Do the best you can with what you have available.”
 - “Do as you were taught.”
- If a candidate experiences an emergency situation, please notify the proctor by raising your hand.
- Candidates will be given time to set up the universal (also known as general) supplies they will use throughout the examination.
 - Each section of the examination has a maximum time allowance, with the exception of those specified as untimed sections.
 - Once a candidate has completed all tasks in the section, please step back or turn the hand toward the examiner (in the case of nail sections) to indicate they have finished.
 - In the event that all candidates complete a section before the time has elapsed, the examiners will proceed to the next section of the examination.
 - When the timer goes off, all candidates must stop working and step back or turn the hand toward the examiner (in the case of nail services) IMMEDIATELY.
- During all phases of the examination, candidates must follow all appropriate public protection and infection control procedures and maintain a safe work area.
 - In the event of a blood exposure incident, candidates will be expected to follow the NIC Blood Exposure Procedure.

Failure to do so may result in your dismissal from the examination.

- *Be sure to contact your examination provider to obtain the most current version of, and any addendums to, the NIC Blood Exposure Procedure, OR go to www.nictesting.org for a current downloadable copy.*
- **If a candidate does not follow infection control procedures or allows the work area to become and remain unsafe, the result may be a failing score for the examination.**
- The following provides examples of materials and actions that are prohibited during the examination administration:
 - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes
 - Purses, bags, coats, hats, and any other personal items not directly needed to complete the examination, are not allowed
 - Exhibiting disruptive behavior
 - Communicating to other candidates or any examiner
 - *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in the immediate dismissal from the examination and the candidate’s actions reported to the proper authorities.*
- **All supplies must be labeled in English.** When an original manufacturer's label is required, there can be NO handwritten or any other type of labeling. Original manufacturers’ labels must have English and may also include other languages. All non-manufacturer-created labels must be only in English.
 - Original manufacturer’s labels are *required* for all disinfectants and hand sanitizers.
 - An EPA-registered, hospital-grade disinfectant that demonstrates bactericidal, fungicidal, and virucidal properties must be used. Please refer to the “*Suggested Examination Supplies*” section to see any further state-specific requirements for supplies and products.

NIC National Cosmetology Practical Examination

- Simulated products are *not* allowed for disinfectants and hand sanitizers.
- **NO AEROSOLS** are allowed in the testing environment
- Candidates are to perform all tasks, utilizing products and supplies, as they were taught. There is however, a section titled “*Suggested Examination Supplies*” provided following the “Content Domains” section of this bulletin for items that a candidate may *possibly* utilize in a section.

NIC MODEL OR MANNEQUIN REQUIREMENTS

Please refer to your state specific guidelines for model and mannequin requirements.

If your state requires that you use a mannequin head(s) or hand(s):

- Candidates who are required to use a mannequin head(s), it is the candidate’s responsibility to come prepared for the examination.
- Mannequin heads that are premarked or presectioned are not allowed for any part of the practical examination.
- Candidates who are required to use a mannequin hand(s), it is the candidate’s responsibility to come prepared for the examination.
- Mannequin hands must be an entire hand and cannot have removable digits.
- Mannequin heads and hands must be approved by the examination state/vendor prior to admittance into examination.

SPECIAL ATTENTION

The following information is vital and specific to the
NIC National Cosmetology Practical Examination:

- Candidates will be evaluated on proper designation of materials that are disposed. Candidates are **required** to bring and use the following supplies for the appropriate disposal of materials:
 - Container labeled “**To be disinfected**”
 - Container labeled “**Soiled linens**”
 - Container labeled “**Trash**”
- It is specified that there is **more than one client** represented for the purpose of this examination. A new client is introduced and must be prepared for during the course of the examination (see Cosmetology Practical Examination Content Domains Sections).
- The following sections are new to the Cosmetology Practical Examination:
 - Predisposition Test and Strand Test with Simulated Product (Content Domain Section 6)
 - Highlighting with Foil, Virgin Application with Colored Simulated Product (Content Domain Section 7)
 - Blood Exposure Procedure (Content Domain Section 10)

Candidates are expected to brace any time they are working around the eye and mouth areas.

- Candidates are not allowed to label products as single-use items.
- Use of single-use products may result in a failing score for the examination.

**COSMETOLOGY PRACTICAL EXAMINATION
CONTENT DOMAIN SECTIONS**

The scope of the National Cosmetology Practical Examination includes 10 (ten) core domain sections. The Core Domain Sections are based on the national job analysis.

1. **Work Area and Client Preparation, and Set Up of Supplies** (First client 15 minutes)
2. **Thermal Curling** (10 minutes)
3. **Haircutting** (30 minutes)
4. **Work Area and New Client Preparation, and Set Up of Supplies** (Second client 15 minutes)
5. **Chemical Waving** (20 minutes)
6. **Predisposition Test and Strand Test with Simulated Product** (10 minutes)
7. **Highlighting with Foil, Virgin Application with Colored Simulated Product** (15 minutes)
8. **Hair Color Retouch with Colored Simulated Product** (10 minutes)
9. **Virgin Hair Relaxer Application with Colored Simulated Product** (Untimed)
10. **Blood Exposure Procedure** (10 minutes)

CONTENT DOMAINS

1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will prepare your work area for your client.”

“You will set up the universal supplies you will use throughout the examination.”

“You will also set up the supplies for the following sections of the examination:

Thermal Curling,

Haircutting.”

Additional verbal instruction specific to state guidelines

“Plug your curling iron in at this time.” (Read only if hot iron is used)

“You will prepare your client for services.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 15 minutes to complete this section.”

“You will be informed when you have 8 minutes remaining.”

“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) “The instructions will be repeated.”

(2) “You may begin.”

Candidates will be evaluated on the following tasks:

- 1.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant**
- 1.2 Sanitizes hands with product labeled in English**
- 1.3 Universal supplies are labeled in English**
- 1.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

2. THERMAL CURLING (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Thermal Curling.”

“You will form two curls on the top of the head and two curls on one side of the head.”

“A complete curl must be formed from base to end.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) “The instructions will be repeated.”

(2) “You may begin.”

Candidates will be evaluated on the following tasks:

- 2.1 Thermal curling supplies are labeled in English
- 2.2 Implements and supplies are visibly clean
- 2.3 Tests temperature of iron
- 2.4 Subsections hair for thermal curling
- 2.5 Demonstrates safe use of iron
- 2.6 Final appearance of four curls
- 2.7 Maintains drape throughout section
- 2.8 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

3. HAIRCUTTING (30 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a Haircut.”

“You will complete a basic layered haircut using razor and shears.”

“You will cut at least 1 inch of hair throughout the haircut.”

“Do not remove your hair clippings from your work area until you are instructed individually, by the examiner, to do so.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 30 minutes to complete this section.”

“You will be informed when you have 15 minutes remaining.”

“Step back to indicate you have finished.”

(1) “The instructions will be repeated.”

(2) “You may begin.”

Candidates will be evaluated on the following tasks:

- 3.1 Haircutting supplies are labeled in English**
- 3.2 Implements and supplies are visibly clean**
- 3.3 Subsections hair for Haircutting**
- 3.4 Demonstrates safe use of razor**
- 3.5 Demonstrates safe use of shears**

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Examiner – Verbal Instructions: Read to each candidate individually:

“May I please use your comb to check the haircut?”

- 3.6 Cuts entire nape line to a uniform length**
- 3.7 Cuts sides uniform in length**
- 3.8 Blends haircut**

Examiner – Verbal Instructions: Read to each candidate individually after the final appearance of the haircut has been examined:

“Please clean up your hair at this time. Upon completion, please do nothing until the next verbal instructions are given.”

- 3.9 Removes hair from work area**
- 3.10 Maintains drape throughout section**

NIC Cosmetology Practical Examination – Haircutting (continued)

3.11 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:

“All examiners have indicated they are ready to proceed.”

**4. WORK AREA AND NEW CLIENT PREPARATION, AND
SET UP OF SUPPLIES (15 minutes)**

Proctor – Verbal Instructions: Read to all candidates:

“You will breakdown your work area and dispose of supplies used in the previous sections of this examination.”

“You will prepare your work area for a NEW client.”

“You will set up the universal supplies you will use for the remainder of the examination.”

“You will also set up the supplies for the following sections of the examination:

Chemical Waving,

Predisposition Test and Strand Test,

Highlighting with Foil, Virgin Application,

Hair Color Retouch,

Virgin Hair Relaxer Application.”

Additional verbal instruction specific to state guidelines

“Plug your wax pot in at this time.” (Review your state examination guidelines)

“You will prepare your client for chemical services.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 15 minutes to complete this section.”

“You will be informed when you have 8 minutes remaining.”

“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) “The instructions will be repeated.”

(2) “You may begin.”

Candidates will be evaluated on the following tasks:

- 4.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant**
- 4.2 Sanitizes hands with product labeled in English**
- 4.3 Universal supplies are labeled in English**
- 4.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

NIC Cosmetology Practical Examination – Work Area and New Client Preparation, and Set Up of Supplies (continued)

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

5. CHEMICAL WAVING (20 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Chemical Waving.”

“You will wrap the entire center back section of the head, from crown to nape.”

“Once you are finished wrapping, please step back and do nothing until the next verbal instructions are given.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Do not perform the saturation procedure, a test curl, or remove a rod until instructed individually by the examiner to do so.”

“Do not remove the remaining rods until you are instructed to do so.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 5.1 Chemical waving supplies are labeled in English
- 5.2 Implements and supplies are visibly clean
- 5.3 Subsections hair for chemical waving
- 5.4 Wraps hair
- 5.5 Correct rod placement used throughout entire section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate saturation.”

NIC Cosmetology Practical Examination – Chemical Waving (continued)

5.6 Demonstrates saturation

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate a test curl.”

5.7 Demonstrates a test curl

Examiner – Verbal Instructions: Read to each candidate individually:

“Please remove one rod from the hair.”

Examiner – Verbal Instructions: Once rod is removed from the hair, read individually to candidate:

“Do not remove the remaining rods until instructed to do so.”

Proctor – Verbal Instructions: Read when all examiners have indicated they are ready to proceed:

“All examiners have indicated they are ready to proceed.”

“You will remove all remaining rods from the head and create 5 sections for the remaining chemical services.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 5 minutes to complete this section.”

“You will be informed when you have 2 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

5.8 Maintains drape throughout section

5.9 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

6. PREDISPOSITION TEST AND STRAND TEST WITH SIMULATED PRODUCT (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform the Predisposition Test and Strand Test for permanent hair color.”

“You will demonstrate the predisposition test behind the ear.”

“You will demonstrate the strand test process on any single subsection of hair.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) “The instructions will be repeated.”

(2) “You may begin.”

Candidates will be evaluated on the following tasks:

- 6.1 Predisposition test and strand test supplies are labeled in English**
- 6.2 Implements and supplies are visibly clean**
- 6.3 Demonstrates predisposition test behind the ear**
- 6.4 Demonstrates strand test process**
- 6.5 Maintains drape throughout section**
- 6.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

7. HIGHLIGHTING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT (15 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Highlighting with Foil, Virgin Application.”

“You will place four foils on the top of the head from the front hairline to the apex.”

“You will apply simulated highlighting product from upper edge of foils to hair ends.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 15 minutes to complete this section.”

“You will be informed when you have 8 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

7.1 Highlighting with foil supplies are labeled in English

7.2 Implements and supplies are visibly clean

7.3 Subsections hair for highlighting with foils

7.4 Uses correct foil placement

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

7.5 Final result of simulated product application

Examiner – Verbal Instructions: Read to candidate individually once the final appearance of the foil has been examined:

“Please do nothing until the next verbal instructions are given.”

7.6 Maintains drape throughout section

7.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:

“All examiners have indicated they are ready to proceed.”

8. HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a Hair Color Retouch Application.”

“You will apply simulated hair color product to one section of the back of the head.”

“The client has 1 inch of regrowth.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 8.1 Hair color retouch supplies are labeled in English
- 8.2 Implements and supplies are visibly clean
- 8.3 Subsections hair for hair color retouch
- 8.4 Applies simulated hair color product
- 8.5 Final result of hair color retouch application
- 8.6 Maintains drape throughout section
- 8.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

9. VIRGIN HAIR RELAXER APPLICATION WITH COLORED SIMULATED PRODUCT (Untimed)

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a Virgin Hair Relaxer Application.”

“You will apply simulated relaxer product on a single subsection of hair.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will be instructed individually by the examiner to demonstrate a virgin hair relaxer application”

“This is an untimed section.”

“Do not begin to demonstrate the virgin relaxer application until instructed individually by the examiner to do so.”

(1) “The instructions will be repeated.”

Candidates will be evaluated on the following tasks:

9.1 Virgin hair relaxer supplies are labeled in English

9.2 Implements and supplies are visibly clean

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate the virgin relaxer application procedure.”

9.3 Subsections hair for relaxer application

9.4 Applies simulated relaxer product

Examiner – Verbal Instructions: Read to each candidate individually after virgin relaxer application has been examined:

“Please do nothing until the next verbal instructions are given.”

9.5 Maintains drape throughout section

9.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:

“All examiners have indicated they are ready to proceed.”

10. BLOOD EXPOSURE PROCEDURE (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:

“You will demonstrate the Blood Exposure Procedure.”

“You will imagine the following scenario: During a service, you have sustained a minor cut to your index finger. The injury is such that you can continue with the service. Your work area or client has not been contaminated. You are expected to demonstrate the proper procedure for a blood exposure.”

“You are expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 10.1 Blood exposure supplies are labeled in English**
- 10.2 Removes materials from first aid kit**
- 10.3 Supplies and materials are visibly clean**
- 10.4 Cleans injured area with antiseptic**
- 10.5 Covers with dressing that is absorbent and secured**
- 10.6 Candidate wears glove or finger guard**
- 10.7 Disposes of all contaminated supplies**

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Suggested supply list:

- This is a list of suggested supplies for the practical examination.
- Candidates are responsible for bringing all needed materials, even if not included on this list.

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer's label is present
- Original manufacturers' labels MUST have English and may be multi-language
- All other created labels must be only English

EXAMINATION UNIVERSAL/GENERAL SUPPLIES

- candidate supply kit to serve as dry storage area (must be closeable)
- hospital grade (level), EPA-registered disinfectant with manufacturer's label that demonstrates bactericidal, fungicidal and virucidal properties must be used (must be actual disinfectant)
- hand sanitizer and manufacturer's label (must be actual hand sanitizer)
- container labeled "items to be disinfected"
- container labeled "soiled linens"
- container labeled "trash"
- first aid kit
- paper towels

HAIR CARE – UNIVERSAL/GENERAL SUPPLIES

- mannequin head(s) and a table clamp or tri-pod (pre-markings or pre-sectioning on mannequins is not permitted)
- protective capes (child size capes may be used)
- neck strip(s)
- cloth towels
- hair clip(s) and/or clamp(s)
- comb(s)
- hair brush(es)
- spray bottle with water
- protective cream
- spatula(s)
- cotton
- gloves

THERMAL CURLING SUPPLIES

- thermal curling iron with cord unbound and/or unaltered
- material for testing temperature of iron

HAIRCUTTING SUPPLIES

- shears
- razor

CHEMICAL WAVING SUPPLIES

- chemical wave rods

- end papers
- simulated waving lotion (water)

PREDISPOSITION TEST AND STRAND TEST WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush and bowl or bottle applicator
- hair color-colored simulated product
- skin cleanser

HIGHLIGHTENING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush and bowl or bottle applicator
- colored simulated product
- foils

HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush and bowl or bottle applicator
- colored simulated product

VIRGIN HAIR RELAXER APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush bowl or bottle applicator
- colored simulated product

BLOOD EXPOSURE PROCEDURE SUPPLIES

- additional bag for disposal of blood-contaminated materials

11. BLOW DRY STYLING (10 minutes)

+ADDITIONAL SECTION+

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Blow Dry Styling section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Blow Dry Styling.”

“You will blow dry only the top and one side of the head using a brush.”

“The hair must be wet.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

11.1 Blow dry styling supplies are labeled in English

11.2 Implements and supplies are visibly clean

11.3 Demonstrates safe use of blow dryer

11.4 Controls hair with brush

11.5 Final result of blow dry styling

11.6 Maintains drape throughout section

11.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination –Blow Dry Styling (continued)

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:
“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

BLOW DRY STYLING SUPPLIES

- blow dryer with cord unbound and unaltered
- spray bottle with water
- hair brush(es)
- hair clip(s) and/or clamp(s)

12. ROLLER PLACEMENT (10 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Roller Placement section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read to all candidates:

“You will demonstrate roller placement.”

“You will place the first roller on base, the second roller half base and the third roller off base.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

12.1 Roller placement supplies are labeled in English

12.2 Implements and supplies are visibly clean

12.3 Subsections hair for roller placement

12.4 Wraps hair around rollers

12.5 Final appearance of rollers

12.6 Maintains drape throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

Proctor – Verbal Instructions: Read to all candidates:

“You will have 2 minutes to remove all rollers and brush the hair straight back.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination – Roller Placement (continued)

Candidates will be evaluated on the following tasks:

12.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

ROLLER PLACEMENT SUPPLIES

- spray bottle with water
- roller(s)
- hair clip(s) and/or clamp(s)
- comb(s)
- hair brush(es)

13. FINGERWAVING AND PIN CURL PLACEMENT - SKIP WAVE (10 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Fingerwaving and Pin Curl Placement section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a skip wave by using a combination of fingerwaving and pin curls.”

“You will part the hair off-center.”

“You will perform a skip wave with at least four pin curls on the heavy side of the part.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 13.1 Fingerwaving and pin curl supplies are labeled in English
- 13.2 Implements and supplies are visibly clean
- 13.3 Forms a ridge shaping
- 13.4 Creates pin curls
- 13.5 Final appearance of skip wave
- 13.6 Maintains drape throughout section
- 13.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination – Fingerwaving and Pin Curl Placement – Skip Wave (continued)

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

FINGERWAVING AND PIN CURL PLACEMENT – SKIP WAVE SUPPLIES

- spray bottle with water
- waving lotion or styling gel
- bobby pins
- hair clip(s) and/or clamp(s)
- comb(s)

14. BASIC FACIAL (20 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Basic Facial section of this examination. Please do not begin any procedures until the verbal instructions have been given you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a Basic Facial.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 14.1 Basic facial supplies are labeled in English
- 14.2 Implements and supplies are visibly clean
- 14.3 Cleanses eye area completely
- 14.4 Cleanses lips completely
- 14.5 Distributes cleanser over face
- 14.6 Removes residual cleanser
- 14.7 Applies toner/astringent
- 14.8 Applies exfoliating product over face and manipulates with implement or material excluding eyes and mouth
- 14.9 Steam towel is applied and removed
- 14.10 Removes residual product
- 14.11 Distributes massage product over face
- 14.12 Demonstrates effleurage movement
- 14.13 Demonstrates petrissage movement
- 14.14 Demonstrates tapotement movement
- 14.15 Demonstrates friction movement
- 14.16 Removes residual massage product

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination – Basic Facial (continued)

14.17 Applies toner/astringent

14.18 Applies moisturizer

14.19 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

BASIC FACIAL SUPPLIES

- hair band or drape
- body drape
- bowl and water (if needed)
- sponges, 4X4’s, cotton rounds
- wet steam towel(s)
- facial cleanser
- exfoliation product
- implement or material for exfoliation
- massage product
- astringent or toner

15. HAIR REMOVAL OF THE EYEBROWS BY TWEEZING AND USING SIMULATED SOFT WAX (Untimed)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Hair Removal of the Eyebrows by Tweezing and using Simulated Soft Wax section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Hair Removal of the Eyebrows by Tweezing and Using Simulated Soft Wax.”

“You will demonstrate hair removal from one eyebrow by tweezing.”

“You will demonstrate hair removal from the other eyebrow using simulated soft wax.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will be instructed individually by the examiner to demonstrate the tweezing and soft wax procedures.”

“This is an untimed section.”

“Do not begin to demonstrate the tweezing and soft wax procedures until instructed individually by the examiner to do so.”

(1) *“The instructions will be repeated.”*

Candidates will be evaluated on the following tasks:

15.1 Hair removal supplies are labeled in English

15.2 Implements and supplies are visibly clean

HAIR REMOVAL OF EYEBROWS – TWEEZING

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate hair removal of the eyebrow by tweezing.”

NIC Cosmetology Practical Examination – Hair Removal of the Eyebrows by using Tweezing and Simulated Soft Wax (continued)

- 15.3 Candidate wears gloves
- 15.4 Applies antiseptic to eyebrow area
- 15.5 Holds skin taut
- 15.6 Demonstrates tweezing of hair in direction of hair growth
- 15.7 Applies antiseptic to treated area

HAIR REMOVAL OF EYEBROWS - SIMULATED SOFT WAX

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate hair removal of the eyebrow using simulated soft wax.”

- 15.8 Applies antiseptic to eyebrow area
- 15.9 Uses absorbent material or product to dry eyebrow area
- 15.10 Tests temperature of simulated soft wax product on wrist
- 15.11 Applies simulated soft wax product along entire length of eyebrow in direction of hair growth
- 15.12 Smooths wax strip over simulated soft wax product
- 15.13 Holds skin taut
- 15.14 Removes wax strip in opposite direction of hair growth
- 15.15 Applies antiseptic to treated area
- 15.16 Applies post-epilation product to treated area

Examiner – Verbal Instructions: Read to candidate individually after hair removal of the eyebrows by tweezing and using simulated soft wax has been examined:

“Please do nothing until the next verbal instructions are given.”

- 15.17 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:

“All examiners have indicated they are ready to proceed.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer's label is present
- Original manufacturers' labels MUST have English and may be multi-language
- All other created labels must be only English

HAIR REMOVAL OF THE EYEBROWS BY TWEEZING USING SIMULATED SOFT WAX SUPPLIES

- hair band or drape
- antiseptic
- tweezers
- wax strips
- wax applicators
- simulated soft wax product
- post-epilation product

16. HAIR REMOVAL OF THE UPPER LIP USING HARD WAX (Untimed)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Hair Removal of the Upper Lip Using Hard Wax section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform Hair Removal of the Upper Lip.”

“You will use real hard wax.”

“You will demonstrate the procedure on the entire upper lip”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will be instructed individually by the examiner to demonstrate the hard wax procedure.”

“This is an untimed section.”

“Do not begin to demonstrate the hard wax procedure until instructed individually by the examiner to do so.”

(1) *“The instructions will be repeated.”*

Candidates will be evaluated on the following tasks:

16.1 Hair removal supplies are labeled in English

16.2 Implements and supplies are visibly clean

Examiner – Verbal Instructions: Read to each candidate individually:

“Please demonstrate hair removal of the upper lip using hard wax.”

16.3 Candidate wears gloves

16.4 Cleanse area to be waxed

16.5 Uses absorbent material or product to dry area to be waxed

16.6 Tests temperature of hard wax on wrist

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination – Hair Removal of the Upper Lip using Hard Wax (continued)

- 16.7 Applies hard wax along upper lip area
- 16.8 Holds skin taut
- 16.9 Removes hard wax
- 16.10 Applies antiseptic to treated area
- 16.11 Applies post-epilation product to treated area

Examiner – Verbal Instructions: Read to candidate individually after hair removal of the upper lip using hard wax has been examined:

“Please do nothing until the next verbal instructions are given.”

- 16.12 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:

“All examiners have indicated they are ready to proceed.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

HAIR REMOVAL OF UPPER LIP USING HARD WAX SUPPLIES

- hair band or drape
- Antiseptic
- wax heater
- actual hard wax (only enough to wax the upper lip)
- post-epilation product

17. FACIAL MAKEUP APPLICATION (20 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Facial Makeup Application section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

“You will apply Facial Makeup.”

“You are expected to brace when working around the eye and mouth areas.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Step back to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

17.1 Facial Makeup supplies are labeled in English

17.2 Implements and supplies are visibly clean

17.3 Applies protective covering to shoulders

17.4 Secures hair off face

17.5 Applies foundation to cover face

17.6 Applies powder to face

17.7 Applies blush

17.8 Grooms eyebrows

17.9 Applies eyeshadow

17.10 Applies eyeliner

17.11 Applies mascara

17.12 Applies lip liner

17.13 Applies lip color

NIC Cosmetology Practical Examination – Facial Makeup Application (continued)

17.14 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

FACIAL MAKEUP APPLICATION SUPPLIES

- hair band or drape
- body drape
- disposable applicator(s)
- palette (**no single use makeup, all makeup must be transferred *PRIOR* to use**)
- foundation, powder, and blush
- eye shadow, eyeliner, and mascara
- eyebrow pencil, lip liner, and lip color

18. MANICURE AND POLISH APPLICATION (20 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Manicure and Polish Application section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

“You will perform a Manicure and Polish Application.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 18.1 Manicure and polish supplies are labeled in English
- 18.2 Implements and supplies are visibly clean
- 18.3 Sanitizes hand to be manicured with product labeled in English
- 18.4 Shapes free edges to establish uniform length and shape
- 18.5 Immerses all fingernails in bowl of water
- 18.6 Applies cuticle remover
- 18.7 Pushes back cuticles
- 18.8 Cleans under free edge
- 18.9 Brushes or wipes nails to remove product or remaining debris
- 18.10 Buffs nails
- 18.11 Applies cuticle oil
- 18.12 Applies massage product
- 18.13 Performs massage on the fingers, top and palm of the hand demonstrating at LEAST 2 different types of massage movements

NIC Cosmetology Practical Examination –Manicure and Polish Application (continued)

18.14 Cleanse each nail plate with appropriate solution

18.15 Applies base coat to cover entire nail plate

18.16 Applies red polish to cover entire nail plate

18.17 Applies topcoat to cover entire nail plate

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

18.18 Final appearance of polish is smooth and even

18.19 Nail plate is entirely covered with red polish

18.20 Cuticle and surrounding skin are free of polish and free of injury

Examiner – Verbal Instructions: Read to candidate individually after the manicure and polish has been examined:

“Please do nothing until further instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

“All examiners have indicated they are ready to proceed with the examination.”

“You will remove the polish from all nails and properly dispose of supplies used in the previous section of the examination.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 5 minutes to complete this section.”

“You will be informed when you have 2 minutes remaining.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

18.21 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section of the examination, we will now proceed.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer's label is present
- Original manufacturers' labels MUST have English and may be multi-language
- All other created labels must be only English

MANICURE AND POLISH APPLICATION SUPPLIES

- mannequin hand(s) with artificial nails attached (Must be entire hand; cannot have removable digits)
- bowl (finger bowl)
- water
- nail file(s) and/or buffer(s)
- cotton
- cuticle cream/remover
- cuticle pusher
- nail brush
- massage product
- base coat
- top coat
- red polish
- polish remover

19. NAIL TIP APPLICATION AND BLENDING (20 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Nail Tip Application and Blending section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

(Note: Proctor will assign the finger for application of the nail tip)

“You will perform Nail Tip Application and Blending.”

“Apply the nail tip to the _____ finger.”

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 19.1 Nail tip application and blending supplies are labeled in English
- 19.2 Implements and supplies are visibly clean
- 19.3 Sanitizes model's hand with product labeled in English
- 19.4 Removes residual nail polish from nail plate with appropriate solution
- 19.5 Removes shine from nail plate
- 19.6 Removes dust from nail plate
- 19.7 Applies nail dehydrator product to nail plate
- 19.8 Selects full-well tip and attaches to nail plate of assigned finger
- 19.9 Trims and shapes nail tip
- 19.10 Blends and finishes nail tip

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination –Nail Tip Application and Blending (*continued*)

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

19.11 Result of tip selection and application

19.12 Cuticle and surrounding skin are free of adhesive

19.13 Appearance of finished nail tip

Examiner – Verbal Instructions: Read to candidate individually after the nail tip application and blending has been examined:

“Please do nothing until the next verbal instructions are given.”

19.14 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment.

“All examiners have indicated they are ready to proceed.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

NAIL TIP APPLICATION AND BLENDING SUPPLIES

- mannequin hand(s) with artificial nails attached (**Must be entire hand; cannot have removable digits**)
- nail file(s) and/or buffer(s)
- full-well nail tips
- nail clipper
- adhesive

20. SCULPTURED NAIL (20 minutes)

+ ADDITIONAL SECTION +

Proctor – Verbal Instructions: Read to all candidates:

“You have 2 minutes to set up the supplies for the Sculptured Nail section of this examination.”

“Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read to all candidates:

(Note: Proctor will assign the finger to be sculpted)

“You will sculpt a nail on the _____ finger.”

“You must use a manufacturer sealed, low-odor/less-odor product.” (Check your state specific testing guidelines for product requirements)

“You will be expected to follow all client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

“Turn the hand toward the examiner to indicate you have finished.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Candidates will be evaluated on the following tasks:

- 20.1 Sets up sculptured nail supplies. Polymer, monomer, and primer **MUST** be in original container and have manufacturer’s label in English.
- 20.2 Implements and supplies are visibly clean
- 20.3 Removes shine from nail plate
- 20.4 Cleanses and dehydrates nail plate
- 20.5 Applies nail form to fit snugly under free edge
- 20.6 Applies nail primer to nail plate
- 20.7 Sculpt a nail to extend the free edge of assigned finger
- 20.8 Shapes, contours and finishes sculptured nail

NIC National Cosmetology Practical Examination

NIC Cosmetology Practical Examination – Sculptured Nail (continued)

Proctor – Verbal Instructions: Read if all candidates have turned the hand to indicate they have completed the section before the timing has elapsed:

“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have turned the hand:

“Please stop working. Please do nothing until the next verbal instructions are given.”

20.9 Appearance of finished sculptured nail is smooth, balanced, and even

20.10 Cuticle and surrounding skin are free of sculptured product and remain undamaged

Examiner – Verbal Instructions: Read to candidate individually after the sculptured nail has been examined:

“Please do nothing until further instructions are given.”

20.11 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:

“All examiners have indicated they are ready to proceed.”

SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

SCULPTURED NAIL SUPPLIES

- mannequin hand(s) with artificial nails attached (Must be entire hand; cannot have removable digits)
- nail prep solution
- sculptured nail products – monomer, polymer, and primer
Monomer must be low-odor/less-odor and factory sealed in its original container with manufacturer’s label.
Polymer and primer must be in its original container with manufacturer’s label.
(Please check State specific examination provider’s guidelines)
- sculptured nail brush
- dappen dishes
- nail form(s)
- file(s) and/or buffer(s)
- oil