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MINNESOTA BOARD OF COSMETOLOGY CANDIDATE INFORMATION BULLETIN



BOARD OF COSMETOLOGY

TABLE OF CONTENTS

Examinations by PSI	2	Security Procedures	7
Examination Information	3	Taking the Examination	8
Score Reporting	3	Identification Screen	8
Examination Payment and Scheduling	4	Tutorial	8
Examination Modality (Test Center or Remote Proctored).....	4	Exam Question Screen.....	8
Online Scheduling	4	Duplicate Score Report.....	8
Telephone Scheduling	4	Interpreter Instructions.....	8
Fax Scheduling	4	Experimental Questions.....	8
Email Scheduling	4	Cosmetology Examination Content Outlines	8
Standard Mail Scheduling.....	4	Nail Tech Examination Content Outlines	15
Canceling and Rescheduling an Examination	4	Esthetician Examination Content Outlines	18
Missed Appointment or Late Cancelation	4	Advanced Esthetician Examination Content Outlines	21
Exam Accommodations	5	Eyelash Extension Examination Content Outlines	24
Examination Site Closing for an Emergency	5	Salon Manager Examination Content Outlines	27
Examination Review	5	School Manager Examination Content Outlines.....	28
Examination Site Locations.....	5	Approved Cosmetology Schools	29
Reporting to the Examination Site	6	Cosmetology Registration Form.....	30
Required Identification at the Examination Site.....	6	Exam Accommodations Request Form	End of Bulletin

Please refer to <https://test-takers.psiexams.com/mncos> to check for the most updated information.

ABOUT PSI

This Candidate Information Bulletin provides you with information about the examination process for a cosmetology license in the State of Minnesota.

The Minnesota Board of Cosmetology has contracted with PSI to conduct examinations. PSI provides examinations through a network of examination centers in the United States. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

The Minnesota Board of Cosmetology has established the requirements for a cosmetology license. Application for licensure **MUST** be filed within one year of the date on which the candidate passed the examination. If parts of the exam were passed on different dates, the one-year period begins from the earlier examination date.

For more information on licensure please contact:

Minnesota Board of Cosmetology
1000 University Avenue West, Suite 100
St. Paul, MN 55104
Phone: (651) 201-2742
Fax: (612) 617-2601
E-mail: cosmetology@state.mn.us
Website: <https://mn.gov/boards/cosmetology>

EXAMINATION INFORMATION

Cosmetologists, estheticians, and nail technicians must each pass three written examinations: the general theory examination, the state examination, and the written practical examination. You may pay and schedule for all three examinations at once using the combination examination or you may pay and schedule each separately. If you take the combination examination and only pass one (1) of the examinations and fail the others, you will only need to retake the failed examinations. Each time you retake an examination, you are required to pay the examination fee.

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your results will appear immediately on the computer screen.
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses.
- **On paper** - an official score report will be printed at the examination site.
- **Virtual testing** - score reports from online tests will be issued via the test taker email address provided, within 48 hours of the test.

Examination	Examination Fee	Scored Items	Non-Scored Items	Time Allowed	Percent Needed to Pass
Cosmetologist Combo Exam	\$85	190	20	5 Hours	75%
General Theory Exam	\$33	100	10	2 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	60	5	2 Hours	75%
Hair Technician Combo Exam	\$85	150	30	4 Hours	75%
General Theory Exam	\$33	75	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	45	5	1.5 Hours	75%
Nail Technician Combo Exam	\$85	135	20	4 Hours	75%
General Theory Exam	\$33	60	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	45	5	1.5 Hours	75%
Esthetician Combo Exam	\$85	155	20	4 Hours	75%
General Theory Exam	\$33	75	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	50	5	1.5 Hours	75%
Advanced Esthetician Combo Exam	\$61	95	10	3 Hours	75%
General Theory Exam	\$33	60	5	1.5 Hours	75%
Written Practical Exam	\$28	35	5	1.5 Hours	75%
Eyelash Extension Combo Exam	\$76	85	15	3 Hours	75%
General Theory Exam	\$24	30	5	1 Hour	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	25	5	1 Hour	75%
Salon Manager Exam	\$48	25	5	1 Hour	75%
School Manager Exam	\$48	30	5	1 Hour	75%

In addition to English, these exams are also offered in Spanish and Vietnamese. You cannot change the language of the examination on the day of testing. Be sure to select the language you need.

EXAMINATION PAYMENT AND SCHEDULING

EXAMINATION MODALITY (TESTING CENTER OR REMOTE PROCTORED)

Your exam may be scheduled in a testing center or online. When scheduling for your exam, please schedule them both in a testing center or remote proctored (online). If you need to split the delivery options, you will need to schedule the exam you take in the testing center first, and the remote proctored exam is taken second. You may schedule your test by one of the following options.

ONLINE SCHEDULING

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI's registration website at <https://test-takers.psiexams.com/mncos>. Internet registration is available 24 hours a day.

Log onto PSI's website and select *Sign in / Create Account*. Select *Create Account*. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

SCHEDULING BY TELEPHONE

The second fastest method of scheduling is via the telephone. Call (855) 834-8746, and speak with a live registrar, Monday through Friday between 6:30 AM and 9:00 PM, and Saturday and Sunday between 8:00 AM and 4:30 PM (CST). To register by phone, you need a valid VISA, MasterCard, American Express or Discover.

FAX REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI at (702) 932-2666. Fax registrations are accepted 24 hours a day. Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

EMAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Email the completed form to PSI at examschedule@psionline.com. Email registrations are accepted 24 hours a day. Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin) and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA MasterCard, American Express or Discover), money order, company check, or cashier's check, made payable to PSI. Print your name in the memo section of the money order or check to ensure the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.** Please allow PSI 2 weeks to process a mailed registration. After 2 weeks, you may go online or call PSI to schedule the examination.

RESCHEDULING/CANCELING AN EXAMINATION

You may cancel and reschedule an examination appointment without forfeiting your fee if PSI receives your *cancellation at least 2 days before the scheduled examination date*. For example, for a Monday appointment, you would need to cancel your appointment on or before the previous Saturday.

To cancel an appointment, you can use PSI's Internet web site or call PSI at (855) 834-8746 and speak to a PSI customer service representative during PSI office hours.

Note: You cannot cancel an appointment by leaving a voice mail message. You must use the PSI Website or speak to a PSI customer service representative.

MISSED APPOINTMENT OR LATE CANCELLATION

You will forfeit your examination fee if you:

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

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Candidate Information Bulletin, or [CLICK HERE](#)

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY

If severe weather or another emergency forces the closure of an examination center 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 appointment by calling (855) 834-8746 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

EXAMINATION REVIEW

PSI, in cooperation with the Minnesota Board of Cosmetology, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be given in written form to the examination proctor at the end of the examination or entered during the exam by clicking the Comments links on the function bar of the test question screen. Your comments regarding the questions and the examinations are welcomed. Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the general theory exam available to candidates.**

EXAMINATION SITE LOCATIONS

Below is a list of examination sites within Minnesota. You are also able to schedule an exam at any PSI examination site throughout the country. For a full list of testing sites, or online proctored exams please visit <https://test-takers.psiexams.com/mncos>.

BRAINERD - CENTRAL LAKES COLLEGE

501 W. COLLEGE DRIVE

BRAINERD, MN 56401

From North of Brainerd:

Take 371 South to College Road (next intersection after Hwy 210), Left on College Road, through the next light the street name turns to College Drive. Take the Mississippi Parkway exit off College Drive (the first right) and go to the Southeast Parking Lot. Come in Door 15. Walk to the Library doors. As you enter the library walk to the Right, as you enter the Computer Lab look to the Left, my office is the first door on the left.

Please Note: There is limited parking in the Southeast Lot. You will find additional parking on the surrounding street.

If unable to find the office, ask staff to direct you to the computer lab in the library. Candidates **MUST** wear a mask when coming to the testing site and that they need to complete the health survey before entering the building **AND** that they will only be able to access the campus through Door 4 OR Door 1 (Door 4 is closer to the testing center).

DULUTH

416 WEST SUPERIOR STREET

DULUTH, MN 55802

Going South on Mesaba, turn left on First St. Turn right at N 6th Ave. Turn left on Superior St. PSI is located on the right side on the second block. It is half a block down from the Duluth Public Library.

MANKATO

3030 AIRPORT RD.

MANKATO REGIONAL AIRPORT

MANKATO, MN 56001

From Mankato, head north on MN-22 for 2 miles. Turn right at 227th St/County Hwy 12. Follow Hwy-12 for 2.7 miles, then turn right at Airport Road.

FARGO

FARGO - FARGO TRAINING AND TESTING CENTER, SUITE 1100

FARGO, ND 58104

From I-94 E - Take exit 348 for 45th St. Keep right at the fork and merge onto 45th St S. In .2 miles, turn right onto 23rd Ave. S. Take the first right onto 46th St S.

ROCHESTER

3155 SUPERIOR DRIVE NW

ROCHESTER, MN 55901

From Highway 14, go North on Highway 52, exit at 55th Street NW to go west. 55th Street NW/County Road 22/West Circle Drive will veer slightly left turning into 41st Avenue NW/County Road 22/West Circle Drive. When you have gone 2.2 miles from 52 you will come to a traffic light at Valley High Road NW. Turn right, then take the first, almost immediate left onto Superior Drive NW. Take

the first right into the parking lot. Then take the second right so you are behind the units that are facing Superior Drive. PSI will be the second-to-last unit on your left.

ROSEVILLE

LANGUAGE ACCESS CONSULTING AND TRAINING
1935 COUNTY ROAD B2 WEST, SUITE 40
ROSEVILLE, MN 55113

From the North, Take I35W South toward Minneapolis. Take exit 24 toward County C. Go for 0.2 mi. Turn left onto Long Lake Rd. Go for 0.1 mi. Turn left onto County Road C W (CR23). Go for 0.3 mi. Turn right onto Cleveland Ave N. Go for 0.2 mi. Turn left onto Oakcrest Ave. Go for 0.2 mi. Turn right onto Prior Ave N. Go for 0.1 mi. Arrive at Prior Ave N. Your destination is on the left.

From the South: Take I35W North toward Minneapolis. Take exit 24 toward Cleveland Ave County C. Go for 0.1 mi. Turn right onto Cleveland Ave N (CR46). Go for 0.3 mi. Turn left onto Oakcrest Ave. Go for 0.2 mi. Turn right onto Prior Ave N. Go for 0.1 mi. Arrive at Prior Ave N. Your destination is on the left. Free unlimited parking at either the southern (front of the building) or northern (back of the building) lots. Handicap accessibility at the southern entrance of the building.

WOODBURY

6053 HUDSON RD, SUITE 210
WOODBURY, MN 55125

From I-94 go South on Century to the first left (which is the frontage road entrance to the Country Inn). Enter the office complex through the entrance next to The Green Mill restaurant. 6053 is the building directly ahead. The entrance on that (West) side is on the 2nd floor. Suite 210 is down the corridor to the right. Please use the West entrance on Saturdays.

REPORTING TO THE EXAMINATION

On the day of the examination, you should arrive at least 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification and provides time for you to familiarize yourself with the examination process. *If you arrive late, you will not be admitted to the examination site and you will forfeit your examination registration fee.*

For security and identification purposes, all candidates will have their fingerprint taken during the examination check-in. The taking of the fingerprint is an additional measure to enhance examination security.

REQUIRED 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. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test, and their examination fee will not be refunded.

PRIMARY IDENTIFICATION (with photo) - Choose One

- State issued driver's license
- State issued identification card
- Government issued passport (U.S. or Foreign)
- US government issued military identification card
- US government issued Alien Registration Card
- Canadian government issued identification card
- Consular ID

NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose One

- Credit/Debit card (must be signed)
- Social Security card
- US government issued birth certificate with raised seal

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

If you cannot provide the required identification, you must call (855) 834-8746 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination at that time.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
 - **Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.**
 - **Bulky or loose clothing or coats** that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, vests, jackets and coats are not permitted in the testing room. **In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.**
 - **Hats or headgear not worn for religious reasons** or as religious apparel, including hats, baseball caps, or visors.
 - **Other personal items**, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI's sole discretion.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

The “function bar” at the top of the test question screen provides mouse-click access to the features available while taking the examination.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.



The screenshot shows a web-based examination interface. At the top, there is a navigation bar with icons for Mark, Comments, Goto, Help, and End. Below this is a status bar displaying: Question: 3 of 40, Answered: 2, Unanswered: 1, Marked: 0, View: All, and Time Left(Min): 359. The main content area contains question 3: "What do the stars on the United States of America's flag represent?". Below the question, it says "(Choose from the following options)" and lists four options: 1. Presidents, 2. Colonies, 3. States, and 4. Wars. At the bottom of the screen, there are two buttons: "<< Back" and "Next >>".

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling (855) 834-8746.

INTERPRETER INSTRUCTIONS

Candidates are responsible for paying the interpreter directly. PSI does not provide an interpreter but can assist the candidate in locating one. PSI requires a signed waiver from the candidate that states that they have no relationship with the interpreter. Should PSI suspect a potential conflict of interest between a candidate and an interpreter, PSI has the right to independently select an interpreter, with the candidate paying the fee.

EXPERIMENTAL QUESTIONS

In addition to the number of examination questions specified in the "Examination Content Outlines", a small number (five to ten) “experimental” questions may be administered to candidates during the examinations. These questions will not be scored and time to answer them has been added to the time allowed. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

EXAMINATION CONTENT OUTLINES

For examination questions or concerns, please email cosmetology@psionline.com.

The examination content outlines have been prepared and are periodically updated by committees of professionals who are subject matter experts in cosmetology practice, instruction, and regulatory issues. The examination content outlines identify areas of importance to licensees for them to perform their duties to the public in a competent and legally responsible manner.

Use the outline as a guide for pre-examination review of reference material. The outline lists the topics that are on the examination and the number of questions for each topic. Do not schedule your examination until you are familiar with the topics on the outline.

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady's Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology, 2016. Pivot Point International, Inc.

The examination consists of 110 questions (100 scored, 10 experimental) and you will have 2 hours.

I. Safety and Infection Control (25%)
a) Safe working conditions and practices
Environment
Protective coverings (e.g. draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (SDS)
Patch test
Prohibited materials
b) Safety agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)
c) Infection control
Infectious diseases and pathogens
Cleaning and disinfection
Cleaners and disinfectants
Tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Standard precautions for exposure incidents
First aid kit
Blood-spill disinfection and disposal
e) Adverse or allergic reaction
Signs and symptoms
Correct action
II. Client Consultation and Professional Conduct (4%)
a) Client consultation
Intake form
Contraindications
b) Record keeping
c) Professional ethics

d) Personal hygiene
III. Hair, Skin, and Nail Anatomy (8%)
a) Hair and scalp structure and physiology
Hair structure
Hair type (e.g. texture, elasticity, density, porosity)
Hair growth phases
Hair and scalp conditions and disorders
b) Skin structure and physiology
Skin structure
Skin types
Skin conditions and disorders
c) Nail structure and physiology
Nail structure
Nail conditions and disorders
IV. Shampooing, Conditioning, and Scalp Care (5%)
a) Shampoos and conditioners
Purpose
Types
b) Scalp care
Scalp analysis
Scalp massage
V. Hairstyling (7%)
a) Hairstyling techniques
Blow-dry styling
Wet styling
Dry styling
Thermal styling
b) Combs and brushes
c) Temperature precautions
d) Artificial hair
VI. Haircutting (12%)
a) Types of haircuts
Blunt
Graduated
Layered
b) Guidelines
c) Sectioning hair
d) Thinning and texturizing
e) Using a razor
f) Using clippers
g) Using scissors or shears

VII. Hair Coloring (12%)
a) Color theory
Level and tone
Corrective color
b) Products and product chemistry
Strand test
Hair and scalp preparation
Mixing color
Color and bleach application
Color techniques
d) Precautions
Metallic and compound dyes
Minerals
Patch test
VIII. Chemical Texture Services (11%)
a) Permanent waving
Products and product chemistry
Hair and scalp preparation for permanent waving
Application, processing, and removing products
Techniques of wrapping hair with rods and other tools
b) Relaxing and chemical straightening
Products and product chemistry
Hair and scalp preparation for chemical straightening
Application, processing, and removing products
IX. Esthetics (8%)
a) Basic facial
Skin analysis
Products and product chemistry
Massage manipulations
b) Make up application
Tools and implements
c) Hair removal
Waxing
Tweezing
d) Eyelashes
Artificial eyelashes
Eyelash extensions
X. Nails (8%)
a) Basic manicure and pedicure
Products
Tools and implements

Hand and foot massage
Sanitation and disinfection of spa bath
b) Artificial nail enhancements

COSMETOLOGY STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200, 2110.0330
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360, 2105.0190 subp 1
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

COSMETOLOGY WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady's Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology, 2016. Pivot Point International, Inc.

The examination consists of 65 questions (60 scored, 5 experimental) and you will have 2 hours.

I. Safety and Infection Control (15%)
a) Disinfection and infection control procedures
b) Storage of tools and implements
c) First aid and exposure incidents
II. Shampooing, Conditioning, and Scalp Care (12%)
a) Hair and scalp analysis
Hair structure (texture, porosity, elasticity, density)
Hair and scalp disorders and diseases
b) Shampooing and conditioning
Types
Procedures
c) Scalp care
Scalp massage
Special procedures for presence of scalp conditions
III. Hair Styling (10%)
a) Blow dry styling
b) Thermal styling
c) Wet styling
d) Use of tools and implements
IV. Hair Coloring (13%)
a) Color theory and mixing
b) Draping
c) Hair and scalp preparation
d) Sectioning
e) Application and processing procedures
f) Strand test
g) Patch test
V. Permanent Waving (7%)
a) Draping
b) Sectioning
c) Rods and wrapping techniques
d) Application and processing
e) Product and chemical selection
f) Strand test
g) Patch test
VI. Chemical Relaxing (7%)
a) Draping
b) Sectioning
c) Hair and scalp preparation
d) Application and processing
e) Product selection

f) Strand test
g) Patch test
VII. Hair Cutting (13%)
a) Draping
b) Sectioning
c) Guidelines
d) Cutting angles
e) Using haircutting tools (shears, razor)
VIII. Skin Care (8%)
a) Skin analysis
Skin types and structure
Skin conditions, disorders and diseases
b) Basic facial
Cleansing
Exfoliation
Steaming
Masks
Massage manipulations
Product and product chemistry
Extractions
c) Make up
Face shapes, contouring, and corrective
Application
Forms of makeup
Brushes and tools
IX. Hair Removal (5%)
a) Tweezing
Tweezing procedure
Before and after treatment
b) Waxing
Types of wax
Waxing procedure
Before and after treatment
X. Nail Care (7%)
a) Nail analysis
Nail structure
Disorders and diseases
b) Manicure procedures
c) Pedicure procedures
d) Tools and implements
Nail Enhancements (3%)

a) Tips
b) Wraps
c) Acrylic
d) Gel

HAIR TECHNICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady's Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology, 2016. Pivot Point International, Inc.

Hair Technician Theory Exam		
Topic Code	Topic Name	Weight (%)
1	I. Safety and Infection Control	28%
1A	A) Safe working conditions and practices	
1A1	1. Environment	
1A2	2. Protective coverings (e.g., draping, gloves)	
1A3	3. Water temperature	
1A4	4. Chemical labeling and storage	
1A5	5. Safety Data Sheet (SDS)	
1A6	6. Patch test	
1A7	7. Prohibited materials	
1B	B) Safety agencies	
1B1	1. Occupational Safety and Health Agency (OSHA)	
1B2	2. Food and Drug Administration (FDA)	
1B3	2. Environmental Protection Agency (EPA)	
1C	C) Infection control	
1C1	1. Infectious diseases and pathogens	
1C2	2. Cleaning and disinfection	
1C2a	a. Cleaners and disinfectants	
1C2b	b. Tools, equipment, and work surfaces	
1C3	3. Storage of tools and equipment	
1C4	4. Single and multiuse items	
1C5	5. Prevention of cross-contamination	
1D	D) Standard precautions for exposure incidents	
1D1	1. First aid kit	
1D2	2. Blood-spill disinfection and disposal	
1E	E) Adverse or allergic reaction	
1E1	1. Signs and symptoms	
1E2	2. Correct action	

2	II. Client Consultation and Professional Conduct	5%
2A	A) Client consultation	
2A1	1. Intake form	
2A2	2. Contraindications	
2B	B. Record keeping	
2C	C. Professional ethics	
2D	D. Personal hygiene	
3	III. Hair Anatomy	9%
3A	A) Hair and scalp structure and physiology	
3A1	1. Hair structure	
3A2	2. Hair type (e.g., texture, elasticity, density, porosity)	
3A3	3. Hair growth phases	
3A4	4. Hair and scalp conditions and disorders	
4	IV. Shampooing, Conditioning, and Scalp Care	6%
4A	A) Shampoos and conditioners	
4A1	1. Purpose	
4A2	2. Types	
4B	B) Scalp care	
4B1	1. Scalp analysis	
4B2	2. Scalp massage	
5	V. Hairstyling	8%
5A	A) Hairstyling techniques	
5A1	1. Blow-dry styling	
5A2	2. Wet styling	
5A3	3. Dry styling	
5A4	4. Thermal styling	
5B	B) Combs and brushes	
5C	C) Temperature precautions	
5D	D) Artificial hair	
6	VI. Haircutting	15%
6A	A) Types of haircuts	
6A1	1. Blunt	
6A2	2. Graduated	
6A3	3. Layered	
6B	B) Guidelines	
6C	C) Sectioning hair	
6D	D) Thinning and texturizing	
6E	E) Using a razor	
6F	F) Using clippers	
6G	G) Using shears	
7	VII. Hair Coloring	15%
7A	A) Color theory	
7A1	1. Level and tone	
7A2	2. Corrective color	
7B	B) Products and product chemistry	
7C	C) Application procedures	
7C1	1. Strand test	
7C2	2. Hair and scalp preparation	
7C3	3. Mixing color	

7C4	4. Color and bleach application	
7C5	5. Color techniques	
7D	D) Precautions	
7D1	1. Metallic and compound dyes	
7D2	2. Minerals	
7D3	3. Patch test	
8	VIII. Chemical Texture Services	14%
8A	A) Permanent waving	
8A1	1. Products and product chemistry	
8A2	2. Hair and scalp preparation for permanent waving	
8A3	3. Application, processing, and removing products	
8A4	4. Techniques of wrapping hair with rods and other tools	
8B	B) Relaxing and chemical straightening	
8B1	1. Products and product chemistry	
8B2	2. Hair and scalp preparation for permanent waving	
8B3	3. Application, processing, and removing products	

HAIR TECHNICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
d) Definitions	155A.23, 2105.0010
e) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
f) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
f) Maintaining individual licenses	2105.0190, 155A.32
g) License renewal for individuals	2105.0200, 2110.0330
h) Continuing education	155A.271, 2105.0200 Subp 1
i) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
j) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
g) Salon physical requirements	2105.0360, 2105.0190 subp 1
h) Salon operational requirements	2105.0370
i) Infection control requirements	2105.0375
j) Salon prohibitions	155A.355, 2105.0377
k) Intoxicants and controlled substances	2105.0510
l) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
e) Enforcement, violations, and penalties	155A.33, 155A.36
f) Inspections	155A.25 (Subd. 1a, C), 2105.0115
g) Display of license	155A.32, 2105.0190 (Subp. 4)
h) Advertising	2105.0110

HAIR TECHNICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady's Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology, 2016. Pivot Point International, Inc.

The examination consists of 50 questions (45 scored, 5 experimental) and you will have 1.5 hours.

Hair Technician Written Practical Exam		
Topic Code	Topic Name	Weight (%)
1	I. Safety and Infection Control	20%
1A	A) Disinfection and infection control procedures	
1B	B) Storage of tools and implements	
1C	C) First aid and exposure incident procedures	
2	II. Shampooing, Conditioning, and Scalp Care	15%
2A	A) Hair and scalp analysis	
2A1	1. Hair structure (texture, porosity, elasticity, density)	
2A2	2. Hair and scalp disorders and diseases	
2B	B) Shampooing and conditioning	
2B1	1. Types	
2B2	2. Procedures	
2C	C) Scalp care	
2C1	1. Scalp massage	
2C2	2. Special procedures for presence of scalp conditions	
3	III. Hair Styling	13%
3A	A) Blow dry styling	
3B	B) Thermal styling	
3C	C) Wet styling	
3D	D) Use of tools and implements	
4	IV. Hair Coloring	17%
4A	A) Color theory and mixing	
4B	B) Draping	
4C	C) Hair and scalp preparation	
4D	D) Sectioning	
4E	E) Application and processing procedures	
4F	F) Strand test	
4G	G) Patch test	
5	V. Permanent Waving	9%

5A	A) Draping	
5B	B) Sectioning	
5C	C) Rods and wrapping techniques	
5D	D Application and processing	
5E	E) Product and chemical selection	
5F	F) Strand test	
5G	G) Patch test	
6	VI. Chemical Relaxing	9%
6A	A) Draping	
6B	B) Sectioning	
6C	C) Hair and scalp preparation	
6D	D) Application and processing	
6E	E) Product selection	
6F	F) Strand test	
6G	G) Patch test	
7	VII) Hair Cutting	17%
7A	A) Draping	
7B	B) Sectioning	
7C	C) Guidelines	
7D	D) Cutting angles	
7E	E) Using haircutting tools (shears, razor, clippers)	

NAIL TECHNICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Nail Technology (7th Edition), 2015. Cengage Learning
- Salon Fundamentals-Nails Textbook 2007. Pivot Point International, Inc.

The examination consists of 70 questions (60 scored, 10 experimental) and you will have 1.5 hours.

I. Safety and Infection Control (35%)
a) Safe working conditions and practices
Environment
Protective coverings (e.g. draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (MSDS)
Prohibited materials
b) Safety Agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)

c) Infection control
Infectious diseases and pathogens
Cleaning and disinfection
Cleaners and disinfectants
Tools, equipment, and work surfaces
Sanitation and disinfection of spa bath
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Standard precautions for exposure incidents
First aid kit
Blood-spill disinfection and disposal
e) Adverse or allergic reaction
Signs and symptoms
Correct action
II. Client Consultation and Professional Conduct (5%)
a) Client consultation
Intake form
Contraindications
b) Record keeping
c) Professional ethics
d) Personal hygiene
III. Nail Structure and Physiology (15%)
a) Nail structure
b) Nail conditions, diseases and disorders
IV. Basic Manicure and Pedicure (25%)
a) Products
b) Nail services
Preparing hands and feet for services
Grooming nails and cuticles
Natural nail repair
Buffing, shaping, and polishing
c) Tools and equipment
d) Hand and foot massage manipulations
V. Artificial Nail Enhancements (20%)
a) Application and removal
Nail tips
Gels and acrylics
b) Tools, equipment, and products
c) Maintenance

NAIL TECHNICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200, 2110.0330
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360, 2105.0190 subp 1
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

NAIL TECHNICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Nail Technology (7th Edition), 2015. Cengage Learning
- Salon Fundamentals--- Nails Textbook 2007. Pivot Point International, Inc.

The examination consists of 50 questions (45 scored, 5 experimental) and you will have 1.5 hours.

1. Safety and infection control (29%)
a) Disinfection and infection control procedures
b) Storage of tools and implements
c) First aid and exposure incident procedures

II. Nail Analysis (15%)
a) Nail structure
b) Conditions, disorders and diseases
III. Basic Manicure and Pedicure (29%)
a) Manicure procedures
b) Pedicure procedures
c) Tools and implements
IV. Nail Enhancements (27%)
a) Tips
b) Wraps
c) Acrylic
d) Gel

ESTHETICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Salon Fundamentals--Esthetics: A Resource for Your Skin Care Career, 2nd edition, 2007. Pivot Point International, Inc.

The examination consists of 85 questions (75 scored, 10 experimental) and you will have 1.5 hours.

I. Safety and Infection Control (35%)
a) Safe working conditions and practices
Environment
Protective coverings (e.g. draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (MSDS)
Patch test
Prohibited materials
b) Safety agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)
c) Infection control
Infectious diseases and pathogens
Cleaning and disinfection
Cleaners and disinfectants
Tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Standard precautions for exposure incidents
First aid kit
Blood-spill disinfection and disposal
e) Adverse or allergic reaction
Signs and symptoms
Correct action
II. Client Consultation and Professional Conduct (10%)
a) Client consultation
Intake form
Contraindications
b) Record keeping
c) Professional ethics
d) Personal hygiene
III. Skin Structure and Physiology (14%)

a) Skin structure and anatomy
b) Skin types
c) Skin conditions
d) Skin diseases and disorders
IV. Basic Facials (23%)
a) Skin analysis
b) Products and product chemistry
c) Procedures
Cleansers
Exfoliators
Steaming
Masks
Moisturizer and sunscreen
d) Tools, implements, and equipment
e) Massage manipulations
V. Hair Removal (10%)
a) Waxing
Application and removal
Types of wax
Temperature precautions
b) Tweezing
VI. Makeup (8%)
a) Application and removal
b) Color theory
c) Corrective make up
d) Brushes and tools
e) Artificial eyelashes
f) Eyelash extensions

ESTHETICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200, 2110.0330
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360, 2105.0190 subp 1

b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

ESTHETICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Salon Fundamentals--Esthetics: A Resource for Your Skin Care Career, 2nd edition, 2007. Pivot Point International, Inc.

The examination consists of 55 questions (50 scored, 5 experimental) and you will have 1.5 hours.

I. Safety and infection control (24%)	
a)	Disinfection and infection control procedures
b)	Storage of tools and implements
c)	First aid and exposure incident procedures
II. Skin analysis (16%)	
a)	Skin types and structure
b)	Skin conditions, disorders and diseases
III. Basic Facial (26%)	
a)	Cleansing
b)	Exfoliating
c)	Steaming
d)	Masks
e)	Massage manipulations
f)	Product and product chemistry
g)	Extractions
IV. Makeup (12%)	
a)	Face shapes, contouring, and corrective
b)	Application
c)	Forms of makeup
d)	Brushes and tools
V. Hair Removal (22%)	
a)	Tweezing

Tweezing procedure
Before and after treatment
b) Waxing
Types of Wax
Waxing Procedures
Before and after treatment

ADVANCED ESTHETICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Esthetics: Advanced, 2nd Edition
- Aesthetics Exposed: Mastering Skin Care in a Medical Setting and Beyond, 1st Edition
- Milady's Aesthetician Series: Peels and Chemical Exfoliation, 2nd Edition
- Milady's Aesthetician Series: Microdermabrasion, 2nd Edition
- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Salon Fundamentals--Esthetics: A Resource for Your Skin Care Career, 2nd edition, 2007
- Minnesota Statutes - CHAPTER 155A. COSMETOLOGY (specifically 155A.23, subd. 14)
- Minnesota Administrative Rules - CHAPTER 2105, COSMETOLOGY; SALONS - BOARD OF COSMETOLOGIST EXAMINERS - Ch. 2105

The examination consists of 65 questions (60 scored, 5 experimental) and you will have 1.5 hours.

I. Safety and Infection Control for Advanced Practice Services (10%)
a) Safe working conditions and practices
Environment
Protective coverings (e.g. draping, gloves)
Chemical labeling and storage
Safety Data Sheet (SDS)
Prohibited materials
Disposal of hazardous materials
Safety agencies (HIPPA)
b) Infection control
Infectious diseases and pathogens
Sanitation and disinfection
Levels of decontamination
Cleaners and disinfectants
Tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination through use of tools, products, gloves, and handwashing
Sterilization
Types of sterilization
Tools and equipment
c) Standard precautions for exposure incidents
First aid kit

Blood-spill disinfection and disposal
d) Adverse or allergic reaction
Signs, symptoms, and monitoring
Correct action
II. Client Consultation (10%)
a) Client consultation
Skin analysis
Contraindications, recent services, and current product or medicine use
Consent and intake forms
Factors that affect the skin
Patch tests
b) Record keeping
III. Skin Structure and Physiology (10%)
a) Skin structure and anatomy
b) Skin types and classification
c) Skin conditions and disorders
d) Lymphatic system and lymphatic drainage
e) Wound healing
IV. Advanced Exfoliation (20%)
a) Methods, processes, and results
Dermaplaning
Microdermabrasion
Chemical or enzyme exfoliation
b) Product chemistry and chemical interaction
c) Risks and contraindications
d) Depth of penetration
e) After care
V. Advanced Skin Care Treatments (20%)
a) Electrical energy treatment methods and processes
Galvanic current
High frequency
Light therapy
Microcurrent
Radio frequency
Ultrasonic
b) Advanced extractions
Lancets
c) Product chemistry and chemical interaction
d) Risks and contraindications
e) Depth of penetration
f) After care
VI. Skin Needling (15%)
a) Methods, processes, and results
b) Product chemistry and chemical interaction
c) Risks and contraindications

d) Depth of penetration
e) After care
VII. Advanced Practice Esthetician Laws and Rules (15%)
a) Services within the scope of practice for an advanced practice esthetician
b) Sterilization equipment requirements
Permissible types of sterilization
Record keeping requirements
c) Situations requiring gloves

ADVANCED ESTHETICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Esthetics: Advanced, 2nd Edition
- Aesthetics Exposed: Mastering Skin Care in a Medical Setting and Beyond, 1st Edition
- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Salon Fundamentals--Esthetics: A Resource for Your Skin Care Career, 2nd edition, 2007

The examination consists of 40 questions (35 scored, 5 experimental) and you will have 1.5 hours.

I. Safety and Infection Control (10%)
a) Disinfection, sterilization, and infection control procedures
b) First aid and exposure incident procedures
c) Processes for negative reactions
II. Skin Analysis (20%)
a) Identifying skin types, classifications, and structure
b) Use of skin analysis tools
c) Identifying skin disorders and diseases
d) Determining proper services for skin type and classification
e) Identifying depth of penetration and skin layer impacted
III. Advanced Exfoliation (35%)
a) Methods:
Dermaplaning
Microdermabrasion
Chemical or enzyme exfoliation
b) Product combinations and mixtures
c) Monitoring skin reactions
d) After care
IV. Advanced Skin Care Treatments (35%)
a) Processes and procedures for:
Electrical energy treatments

Light therapy
Galvanic current
Microcurrent
High frequency
Radio frequency
Ultrasonic energy
Lymphatic drainage
Advanced extractions
Skin needling

EYELASH EXTENSION GENERAL THEORY EXAMINATION

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- The Essential Guide to Lash Extension Technology, NovaLash Inc. (2012)
- Milady Standard Makeup 2013 - chapter 17

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. Safety and Infection Control (35%)
a) Safe working conditions and practices
Environment
Protective coverings (e.g., draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (SDS)
Patch test
Prohibited materials
b) Safety agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)
c) Infection control
Infectious diseases and pathogens
Sanitation and disinfection
Levels of decontamination
Cleansers and disinfectants
Tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Standard Precautions for exposure incidents
First aid kit
Blood-spill disinfection and disposal

e) Adverse or allergic reaction
Signs and symptoms
Correct action
II. Client Consultation and Analysis (20%)
a) Client consultation
Intake form
Contraindications
b) Record keeping
c) Professional ethics
d) Personal hygiene
e) Eyelash evaluation
f) Skin analysis
g) Eye shapes
III. Anatomy, Physiology, and Disorders of the Eye (15%)
a) Face and Eye Disorders
b) Eyelash Growth Cycle
IV. Eyelash Application and Removal (30%)
a) Implements, Materials, and Related Equipment
b) Eyelash Extension Application
c) Eyelash Extension Isolation and Separation
d) Eyelash Extensions Removal
e) Adhesives & Removers

EYELASH EXTENSION STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthiology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200, 2110.0330
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360, 2105.0190 subp 1
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110

IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

EYELASH EXTENSION WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- The Essential Guide to Lash Extension Technology, NovaLash Inc. (2012)
- Milady Standard Makeup 2013 - Chapter 17

The examination consists of 30 questions (25 scored, 5 experimental) and you will have 1 hour.

I. Safety and Infection Control (35%)
a) Disinfection and infection control procedures
b) Storage of tools and implements
c) First aid and exposure incident procedures
II. Client Consultation and Analysis (15%)
a) Eyelash evaluation
b) Skin analysis
c) Eyelash extension selection
d) Identification of disorders, allergies, and adverse reactions
e) Patch Test
III. Eyelash Extension Application (25%)
a) Skin and eye preparation
b) Eyelash isolation and separation
c) Procedure for outside corner of eye
d) Procedure for inside corner of eye
e) Post-service clean up and client directions
IV. Eyelash Extension Removal (25%)
a) Skin and eye preparation
b) Eyelash isolation and separation
c) Removal of lashes

SALON MANAGER

The examination consists of 30 questions (25 scored, 5 experimental) and you will have 1 hour.

I. General Information and Licensing (20%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Scope of practice for cosmetology, esthiology, nail technology, and eyelash technology	2105.0105, 2105.0375 Subp. 4A
c) Salon manager license renewal	2105.0200 (Subp. 2), 155A.271
d) Salon license renewal	2105.0330
e) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0360, 2105.0330
f) Licensed services not offered in a licensed salon	155A.275, 2105.0410
II. Manager Responsibilities (25%)	
a) Advertising	2105.0110
b) Designated licensed salon manager	2105.0305, 2105.0375, 2105.0390, 2105.0190
c) Salon supervision	2105.0390, 2105.0305, 2105.0115 Subp. 4
d) Maintaining a salon license	2105.0322 sub 8
III. Practice Requirements (40%)	
a) Salon physical requirements; General practice requirements	2105.0360, 2105.0190 subp 1, 2105.0322 Subp 4, 2105.0390
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36, 155A.23, 2105.0390
b) Inspections	155A.25 Subd. 1a, (c)(8), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)

SCHOOL MANAGER

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. Definitions and Licensing (15%)	MN Statute or Rule
a) Definitions	155A.232110.0010
b) School licensing	155A.30, 2110.0320, 2110.0330
c) School manager license renewal	155A.271, 2105.0200 (Subp. 2b, 5)
d) Designated school manager	2110.0600, 2110.0625
II. Records Responsibilities (55%)	
a) Advertising	2110.0110
b) School curricula	
1) Curriculum approval and content	2110.0500
2) Cosmetologist training	2110.0510
3) Esthetician training	2110.0520
4) Nail technician training	2110.0530
5) Eyelash technician training	2110.0580
6) Credit towards another license	2110.0550
7) Skills courses	2110.0545
c) Transfer students	2110.0705
d) Enrollment contracts and pre-enrollment disclosures	2110.064, 2110.0730
e) Student records	2110.0670
f) Certification of student hours	2110.0680, 155A.30 Subd D (11)
g) Student deadline to become licensed	2110.0690, 2110.0740 (A)
III. Operational Requirements (30%)	
a) Inspections	2110.0125
b) Physical requirements	2110.039, 2110.0610
c) Fixtures, furniture, and equipment	2110.0400
d) Supplies and materials	2110.0410, 2105.0375, 2110.0740A
e) Instructors	2110.0630, 2110.0630 A(1)
f) School clinics	2110.0740
g) Prohibited uses	155A.355

COSMETOLOGY SCHOOLS

Use the appropriate school code from this list to register for your exams.

School Code	School Name	School Code	School Name
080	Aesthetics Academy	028	Minnesota West Community & Technical College (Jackson)
066	Atelier Academy	054	Minnesota West Community & Technical College (Pipestone)
003	Avalon School of Cosmetology	024	Minnesota State Community & Technical College (Wadena)
052	Aveda Institute (Minneapolis)	031	Model College of Hair Design
073	Aveda Institute (Rochester)	060	Northeast Metro Career & Technical Center
084	Beauty Certified Education Association	061	Nova Academy of Cosmetology (Mankato)
088	Beauty Inspiration Association	034	Nova Academy of Cosmetology (Rochester)
068	Bloomington Career & College Academy	055	Park Avenue School of Cosmetology Inc (Alexandria)
030	Century College	051	Park Avenue School of Cosmetology Inc (Brainerd)
007	Cosmetology Careers Unlimited (Duluth)	035	Park Avenue School of Cosmetology Inc (Park Rapids)
081	Cosmetology Education Group	047	PCI Academy
086	Education Exchange of Minnesota	036	Professional Salon Academy
077	Embellish Beauty School	075	Petra V Pro
013	Empire Beauty School (Bloomington)	029	Ridgewater College
014	Empire Beauty School (Spring Lake Park)	044	Riverland Community College (Austin)
017	Hastings Beauty School	062	Riverland Community College (Waseca FCI)
078	iLash Beauty School	083	Rocco Altobelli Salon
019	LA Beauty School	082	Salon and Spa Professional Association
092	Lavish Beauty School, Inc.	091	Savant Aesthetics Institute
087	Learn with Cadre	079	St. Paul College - Waseca Federal Correctional Institution
076	Medspa Institute of America	027	Saint Paul Technical College
072	MN Beauty School	085	The Annex
071	Minnesota Brow Lash Studio & Academy	074	The Institute of Advanced Aesthetics
026	Minnesota Career Education Center (Shakopee)	069	The Salon Professional Academy (Maplewood)
090	MN Lash Artistry, Inc.	070	The Salon Professional Academy (Rochester)
053	Minnesota School of Beauty	089	Theresa Soucy
050	Minnesota School of Cosmetology (Plymouth)	057	VN Beauty School
023	Minnesota School of Cosmetology (Woodbury)		
037	Minnesota State College Southeast Technical (Winona)		



MINNESOTA COSMETOLOGY EXAMINATION REGISTRATION FORM

Legal Name: _____
Last Name First Name Middle Name

Social Security #: [] [] [] - [] [] - [] [] [] [] FOR IDENTIFICATION PURPOSES ONLY

Mailing Address: _____
Number, Street (Must be a physical address, PO Boxes are NOT accepted) Apt/Ste

City State Zip Code

Telephone: Cell _____ - _____ Other _____ - _____

Email: _____@_____

School Code: [] [] [] [] (See list on previous page)

Examination (Check one):

- | | | | | |
|--|--|--|---|--|
| <input type="checkbox"/> Cos Combo Exam (\$85) | <input type="checkbox"/> Nail Technician Combo Exam (\$85) | <input type="checkbox"/> Esthetician Combo Exam (\$85) | <input type="checkbox"/> Advanced Esthetician Combo Exam (\$61) | <input type="checkbox"/> Eyelash Extension Combo Exam (\$76) |
| <input type="checkbox"/> Cos General Theory Exam only (\$33) | <input type="checkbox"/> Nail Technician General Theory Exam only (\$33) | <input type="checkbox"/> Esthetician General Theory Exam only (\$33) | <input type="checkbox"/> Advanced Esthetician General Theory Exam only (\$33) | <input type="checkbox"/> Eyelash Extension General Theory Exam only (\$24) |
| <input type="checkbox"/> Cos State Exam only (\$24) | <input type="checkbox"/> Nail Technician State Exam only (\$24) | <input type="checkbox"/> Esthetician State Exam only (\$24) | <input type="checkbox"/> Advanced Esthetician Written Practical Exam (\$28) | <input type="checkbox"/> Eyelash Extension State Exam only (\$24) |
| <input type="checkbox"/> Cos Written Practical Exam (\$28) | <input type="checkbox"/> Nail Technician Written Practical Exam (\$28) | <input type="checkbox"/> Esthetician Written Practical Exam (\$28) | <input type="checkbox"/> Salon Manager Examination (\$48) | <input type="checkbox"/> Eyelash Extension Written Practical Exam (\$28) |
| | | | <input type="checkbox"/> School Manager Examination (\$48) | |

(Check one) First Time Retake

Total Fee Included: \$_____. You may pay by credit card, company check, cashier's check or money order. Make your check or money order payable to PSI and note your Social Security # on it.

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All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990.

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You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE REQUESTING EXAMINATION ACCOMMODATIONS

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