



PSI licensure:certification  
3210 E Tropicana  
Las Vegas, NV 89121  
[www.psiexams.com](http://www.psiexams.com)

# TEXAS DEPARTMENT OF LICENSING AND REGULATION



## ESTHETICIAN LICENSE EXAMINATION CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at [www.psiexams.com](http://www.psiexams.com).

## EXAMINATIONS BY PSI LICENSURE: CERTIFICATION

The Texas Department of Licensing and Regulation (TDLR) has contracted with PSI licensure:certification (PSI) to deliver its examinations.

Once you have been approved by TDLR, you are responsible for contacting PSI to schedule an appointment to take your examination.

### CONTACT INFORMATION

You must be approved to take the examination by the TDLR. Your license application and documentation must be sent to:

Texas Department of Licensing and Regulation  
PO Box 12157  
Austin, TX 78711  
Telephone: (512) 463-6599  
Toll-Free (in Texas): (800) 803-9202  
Relay Texas-TDD: (800) 735-2989  
Website: [www.tdlr.texas.gov](http://www.tdlr.texas.gov)  
Email: [examinations@tdlr.texas.gov](mailto:examinations@tdlr.texas.gov)

All questions and requests for information pertaining to the examination should be directed to PSI.

PSI licensure:certification  
3210 E Tropicana  
Las Vegas, NV 89121  
(800) 733-9267 Fax (702) 932-2666  
[www.psiexams.com](http://www.psiexams.com)

## EXAMINATION PAYMENT AND SCHEDULING PROCEDURES

Upon TDLR approval of eligibility, you will receive an email confirmation with instructions for scheduling an appointment to take the examination. (If you have not provided an email address, you will receive a postcard via U.S. Mail with this information).

You must pass the written examination before you can sit for the practical examination. Examination eligibilities are good for 5 years and you may test an unlimited number of times during this period. However, you are encouraged to study between examination attempts and to sit for your examination as soon as possible after attending cosmetology school. A separate fee is required for each examination attempt.

### EXAMINATION FEE

Written Examination only	\$50
Practical Examination only	\$72

**FEES ARE NOT REFUNDABLE OR TRANSFERABLE.** Your examination fee will be forfeited if you do not test within 1 year of the date your examination fee is received by PSI.

## INTERNET SCHEDULING

For the fastest and most convenient test scheduling process, PSI recommends that candidates schedule for their examinations using the Internet. To schedule over the Internet, candidates will need to have a valid credit card (Visa, MasterCard, American Express or Discover). Candidates schedule online by accessing PSI's website at [www.psiexams.com](http://www.psiexams.com). Internet scheduling is available 24 hours a day. To schedule over the Internet, complete the steps below. See the following page for detailed instructions.

1. Log onto PSI's website and create an account. Please enter your email address and first and last name. This information must match exactly with the information TDLR has on file. Be sure to **check the box next to "Check here to attempt to locate existing records for you in the system"**
2. You will be asked to select the examination and enter the ID# that TDLR provided to you. Your record will be found and you will now be 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. If you have problems contact PSI at (800) 733-9267 for help.

## TELEPHONE SCHEDULING

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

PSI registrars are available at (800) 733-9267, 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 receive your payment and schedule your appointment for the examination.

## FAX REGISTRATION

If you prefer, you may fax the Examination Registration Form (found at the end of this Candidate Information Bulletin). Complete the Examination Registration Form, including your credit card number and expiration date. Fax the completed form to PSI (702) 932-2666. Registration by fax is accepted 24 hours a day. Please allow 4 business days to process before contacting PSI to schedule.

## STANDARD MAIL REGISTRATION

If you prefer, you may mail the Examination Registration Form (found at the end of this Candidate Information Bulletin). Mail the completed Examination Registration Form to PSI with the appropriate examination fee. Payment of fees may be made by credit card (Visa, MasterCard, American Express or Discover), money order, company check or cashier's check. Money order or check must be made payable to PSI, with your student permit number noted on it to ensure that your fees are properly assigned. **CASH AND PERSONAL CHECKS ARE NOT ACCEPTED.** Please allow 7 business days to process before contacting PSI to schedule.



Internet Scheduling: instructions for scheduling an examination online at [www.psiexams.com](http://www.psiexams.com)

1. Go to [www.psiexams.com](http://www.psiexams.com) and select "Create an Account".

If you have already created an account, type in your email address and password.

2. **VERY IMPORTANT STEP.** The spelling of your name must match **EXACTLY** with how it was submitted to TDLR.
3. Be sure to check the box "Check here to attempt to locate existing records for you in the system" and select **Submit**.

4. Select the organization, state, account, and classification (as seen below). Enter your Student Permit # (in the TDLR\_ID\_Number field).

5. The system will find your imported record. You are now ready to pay and schedule for the examination. Select "Pay for a test."

Test Name	Portion Name(s)	Sponsor	Eligibility Expires	Tasks Due
TX Operator Written English	TX Operator Written English	TDLR		<a href="#">Pay for a test</a>

6. Type in your credit card information and select *Submit*.

Registration Fee	Cost (\$)
Examination Fee	47.00
<b>Total</b>	<b>47.00</b>

**Payment**

You will be charged **47.00**.

**Credit Card**

Card Type: \*

Card Number: \*

Expiration Date: \*

Name on Card: \*

ZIP Code: \*  Card ID Number: \*  [What is Card ID no?](#)

I accept PSI's Payment terms & conditions.  
[Click here to read terms & conditions.](#)

Fields indicated with an asterisk (\*) are mandatory.

7. Enter your zip code or the city where you live and select *Search*. You will get a list of the testing sites closest to you. Select the desired *Test center* and select *Continue*.

**Test Center Selection**

Country:  Zip or City:

**Choose one or more test centers to view available dates for scheduling:**

Distance	Testcenter Name	Address
<input type="checkbox"/> 17.5 miles	HOUSTON EAST	11811 I-10 East Fwy, Suite 260, Houston, Texas, 77029
<input type="checkbox"/> 28.7 miles	HOUSTON NORTH (GREENBRIAR PLACE)	650 North Sam Houston Pkwy, East, Suite 535, Houston, Texas, 77060
<input type="checkbox"/> 30.7 miles	HOUSTON - NORTHWEST FREEWAY	9800 Northwest Freeway, Suite 200, Houston, Texas, 77092
<input type="checkbox"/> 36.8 miles	HOUSTON SW	9555 W. Sam Houston Pkwy South, Suite 140, Houston, Texas, 77099
<input type="checkbox"/> 170.4 miles	AUSTIN - ANDERSON SQUARE	8000 Anderson Square, Suite 301B, Austin, Texas, 78757

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8. You will now see the availability. Click on the date and time of your choice and select *Schedule*.

Please choose the date and month (or date range) to check the available sessions.

From:   To:

Test Center	Available Date	Available Session
<input checked="" type="radio"/> HOUSTON EAST, Texas	05/15/2012	9:00 AM - 2:00 PM
<input type="radio"/> HOUSTON EAST, Texas	05/17/2012	9:00 AM - 2:00 PM
<input type="radio"/> HOUSTON EAST, Texas	05/18/2012	9:00 AM - 2:00 PM
<input type="radio"/> HOUSTON EAST, Texas	05/19/2012	9:00 AM - 2:00 PM

9. A confirmation will appear that you can print out, and you will receive an email confirmation.

**Your Schedule Details**

Exam: TX Cosmetology Instructor Written English  
 Sponsor: TDLR  
 Confirmation Number: C4803175  
 Test Center: HOUSTON EAST  
 Address: 11811 I-10 East Fwy Suite 260, Houston, Texas  
 Test Schedule Date: 05/15/2012  
 Test Schedule Time: 9:00 AM

**You must arrive at the test center 30 minutes before the start of your schedule time or you forfeit your examination fees and will not be allowed to take your scheduled examination.**

Directions to Test Center: From I-10 EASTBOUND, take the Federal Rd exit #778A. U-turn under the freeway and come back on the feeder road going West. Building is on the right hand side, next to Papacitas. From I-10 East, take the Holland Rd exit. Stay on the feeder road, building is on the right hand side, next to Papacitas.

## RESCHEDULING AN EXAMINATION APPOINTMENT

You may reschedule an examination appointment without forfeiting your fee if your *notice is received 2 days before the scheduled examination date*. You may reschedule at [www.psiexams.com](http://www.psiexams.com) or call PSI at (800) 733-9267.

**A voice mail message is not an acceptable form of rescheduling. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.**

## LOSING YOUR EXAMINATION FEE

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 reschedule your appointment at least 2 days before the scheduled examination date.
- Do not appear for your examination appointment.
- Arrive after the examination start time.
- Do not present proper identification when you arrive for the examination.
- Are not dressed appropriately for the Practical Examination.

## EXAM ACCOMMODATIONS

All 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. Applicants with disabilities or those who would otherwise have difficulty taking the examination must fill out the form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666. This form also includes out-of-state testing requests.

## FOREIGN LANGUAGES

Examinations are administered in English. However, some examinations are available in Spanish or Vietnamese for no additional cost. To take one of these examinations you must indicate your language preference when you schedule your examination.

For languages other than English, Spanish or Vietnamese you may request to have the examination translated by contacting PSI and paying an additional cost for each translation. You will be advised of the cost once PSI receives the quote for the translation. This fee will be paid by the candidate. Please fill out the form at the end of this Candidate Information Bulletin.

Candidates may also bring a bound Word-to-Word translation dictionary. The dictionary cannot contain pictures or definitions. Candidates are not permitted to bring in any additional papers (loose or attached) with their dictionary. Highlighting, underlining, indexing or marking in the dictionary prior to or during the examination is prohibited. Any candidate caught writing, highlighting, underlining, and or indexing in the dictionary during the examination will be subject to forfeiting their dictionary, termination of their examination and reporting the incident to the Texas Department of Licensing and Regulation.

## EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or an 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 (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

## DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com) or by calling 800-733-9267.

## EXAMINATION REVIEW

PSI, in cooperation with TDLR, will be regularly evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by clicking the Comments link on the function bar of the test question screen.

These comments will be analyzed by PSI examination development staff. Although 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 department may re-evaluate candidate results and adjust them accordingly. **This is the only review of the written examination available to candidates. There is NO review of the Practical examination.**

## EXAMINATION SITE LOCATIONS

**It is your responsibility to verify that you are going to the correct site.**

### **Abilene (WRITTEN EXAMINATION ONLY)**

Commerce Plaza  
1290 S. Willis, Suite 109  
Abilene, TX 79605

*From Highway 277, exit on South 14<sup>th</sup> Street going East. Turn left on S. Willis.*

### **Amarillo (WRITTEN AND PRACTICAL EXAMINATIONS)**

4312 Teckla, Suite 500  
Amarillo, TX 79109

*Exit off I-40 to Western and go South one street passed the 7th traffic light to Ridgecrest and turn right. Stay on Ridgecrest until you come to the red brick office complex on the left side corner of Ridgecrest and Teckla. 4312 is the 3<sup>rd</sup> building facing Teckla. Ste 500 is the end suite on the North side of the building.*

*From Canyon, take Bell St exit and go North to traffic light at 45<sup>th</sup> St and turn right. Turn left at the 2<sup>nd</sup> traffic light to Teckla.*

### **Arlington (WRITTEN EXAMINATION ONLY)**

Centerpoint IV  
2401 E. Randol Mill Road, Suite 160  
Arlington, TX 76011





From TX-360 S - Take the TX-180 exit towards Division St. Merge onto N Watson Rd. Take a slight left towards S. Watson Rd. Use the middle lane to turn left onto E Randol Mill Rd. The Centerpoint IV building will be on your right.

From I-30 E - Take exit 28 toward Baird farm Road/Ballpark Way/Legends Way. Merge onto E Copeland Rd. Take a slight right onto TX-360 Frontage Rd/N Watson Rd. Turn Right onto East Randol Mill Rd. The Centerpoint IV building will be on your right.

#### **Austin (WRITTEN EXAMINATION ONLY)**

LaCosta Corporate Park  
6448 Hwy 290 East, Suite F111  
Austin, TX 78723

If Southbound on IH 35, exit at 238A and take the right off-ramp following West 2222 (238-A). Stay on the I-35 service road to the second light. Take a left at the traffic light at Hwy. 290 E. and stay on the Hwy. 290 E. service road. Take a left at the traffic light onto Cameron Road, go through the light and the examination site is in the business park on the left, Ste. F-111.

If Northbound on IH 35 exit at Hwy 2222 and stay on the I-35 service road to the light at Hwy. 290 E. Take a right at the traffic light onto the 290 E. service road. Take a left at the first traffic light onto Cameron Road. Go through the light and the examination site is in the business park on the left, Ste. F-111.

PSI is located in NORTH Austin at the North-West corner of Cameron Road and the West bound access road to Hwy 290 E. La Costa Business Park, Ste F-111.

#### **Austin (WRITTEN AND PRACTICAL EXAMINATIONS)**

8000 Anderson Square, Ste 301B  
Austin, Texas 78757

If Northbound on Hwy 183 -take the Peyton Gin/Ohlen Road exit and stay in the left-hand lane so you can turn left onto Anderson Square. Turn right into 8000 Anderson Square and immediately turn left, then right at the first chance. 301B is the end building on your right.

If Southbound on Hwy 183- take the Peyton Gin/Ohlen Road exit and turn right onto Anderson Square. Turn right into 8000 Anderson Square and immediately turn left then right at the first chance. 301B is the end building on your right.

#### **Corpus Christi (WRITTEN EXAMINATION ONLY)**

2820 S Padre Island Dr, Suite 105  
Corpus Christi, TX 78415

From So. Padre Island Drive East, exit at Kostoryz. Loop back under the Kostoryz light, travel west on the access road to the 2820 building. The examination site is located between Kostoryz and Ayers at the 2820 Building on the North site of the SPID access road.

#### **Dallas (WRITTEN EXAMINATION ONLY)**

One Empire  
1140 Empire Central Dr, Suite 610  
Dallas, TX 75247

From I-35E South (Stemmons Fwy), exit Empire Central (#434A). Turn right on Empire Central Dr.  
From I-35E North towards Denton exit at Empire Central and turn left on Empire Central Dr.

#### **Dallas/Richardson (WRITTEN EXAMINATION ONLY)**

1701 N Collins Blvd, Suite 130  
Richardson, TX 75080

From US-75 North take exit 26 onto N. Central Expressway toward Collins Blvd./Campbell Rd. turn left onto Campbell Rd. Turn left on Collins Blvd. Building is on right.

#### **Dallas/Richardson (PRACTICAL EXAMINATION ONLY)**

300 N Coit, Suite 172  
Richardson, TX 75080

From 75 South, take the Belt Line Road exit and turn right on Belt Line Road. Stay on Belt Line Road until you reach Coit. Turn right onto N Coit. The building is on the right-hand side. If you are coming in from LBJ (I635) and going north on 75, you will turn left onto Belt Line and turn right onto Coit.

#### **El Paso (WRITTEN EXAMINATION ONLY)**

The Atrium  
1155 Westmoreland, Suite 110  
El Paso, TX 79925

From I-10 W, take the Airways exit North. Turn right at the first light (Viscount). Turn right on Westmoreland Dr.

#### **El Paso (PRACTICAL EXAMINATION ONLY)**

4171 N. Mesa  
Bldg. A, Suite 104A  
El Paso, TX 79902

From I-10E/US-180E toward downtown, take the Executive Center Blvd Exit (Exit 16). Turn left onto Executive Center Blvd. Take Executive Center Blvd to Mesa St. Turn right onto Mesa St.

From I-10-W, take the Executive Center Blvd Exit (Exit 16). Take Executive Center Blvd to Mesa St. Turn right onto Mesa St.

#### **Fort Worth (WRITTEN EXAMINATION ONLY)**

6801 McCart Avenue, Suite B-1  
Fort Worth, TX 76133

From I-20 take the McCart Ave exit #435. Go South on McCart Ave passing Altamesa Blvd. You will turn left at the next light which would be Southpark Lane. To the right, you may enter the 1st immediate parking entrance or the 2nd parking entrance on your right at 6801 McCart Ave Professional Building. Our office suite is B1 which is located on the Northside of the building facing Southpark Lane.

#### **Harlingen (WRITTEN EXAMINATION ONLY)**

Executive Central  
722 Morgan Blvd, Suite C  
Harlingen, TX 78550

From Expressway 83, exit on Ed Carey Drive. Go North on Ed Carey Drive. At intersection of Ed Carey Drive and 77 Sunshine Strip, turn left onto 77 Sunshine Strip. Stay on 77 until it joins Morgan Blvd (Morgan Blvd is also road #507). Turn right on Morgan Blvd.

#### **Houston North (Greenbriar Place) (WRITTEN EXAMINATION ONLY)**

Greenbriar Place  
650 North Sam Houston Pkwy E, Suite 535  
Houston, TX 77060

From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.

From I-610, take 45-North toward Dallas, exit Beltway 8 - East. Go East on the Service Road of Beltway 8 (N Sam Houston Pkwy E).



**Houston (East) (WRITTEN EXAMINATION ONLY)**

Atrium Building

11811 I-10 East Freeway, Suite 260

Houston, TX 77029

From I-10 East, take the Federal Rd exit #778A. U-turn under the freeway and come back on the feeder road going West. Building is on the right side, next to Pappasito's Cantina. From I-10 West, take the Holland Rd exit. Stay on the feeder road, building is on the right side, next to Pappasito's Cantina.

**Houston (Southwest) (WRITTEN EXAMINATION ONLY)**

One West Belt

9555 W. Sam Houston Pkwy South, Suite 140

Houston, TX 77099

The street address is on the marquee in front of the building (9555 West Sam Houston Parkway South). On a smaller sign, sitting down in the grass next to the entry on Bissonnet, is the notation, "One West Belt". The Sam Houston Pkwy is also known as Beltway 8.

From US 59, heading South: Take the Bissonnet exit and turn right onto Bissonnet. Go about one mile - the building is on the right just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn right onto the feeder road and then an immediate right into the parking lot.

From US 59, heading North: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Go about one mile - the building is on the right just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn right onto the feeder road and then an immediate right into the parking lot.

From the West Sam Houston Pkwy South (also known as Beltway 8), heading South: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Turn left into the parking lot of the first building on the left.

**Houston (Northwest) (WRITTEN AND PRACTICAL EXAMINATIONS)**

9800 Northwest Freeway

Suite 200

Houston, TX 77092

From Hwy 290 driving southeast, merge onto Loop 610 North. Exit at T.C. Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Driving north on Loop 610 West exit at T.C. Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

Driving west on Loop 610 North, exit at T.C. Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.

**Lubbock (WRITTEN EXAMINATION ONLY)**

The Center

4413 82nd St., Suite 210

Lubbock, TX 79424

From S Loop 289, take the Quaker Ave exit and go South. Turn right on 82<sup>nd</sup> St.

**McAllen (WRITTEN AND PRACTICAL EXAMINATIONS)**

7000 N. 10th Street Suite C-4

McAllen, TX 78504

From S Expressway 281/S US-281, turn right onto E Trenton Rd. Turn left onto N 10th St/TX-336. The test site is on the left.

**Midland (WRITTEN AND PRACTICAL EXAMINATIONS)**

Westwood Village Shopping Center

4200 West Illinois Avenue, Suite 200

Midland, TX 79703

From I-20, take Midkiff Road exit. Go North on Midkiff Road. Take a left on Illinois Ave. Go .8 miles and turn right into Chinese Kitchen's parking lot at 4200 W Illinois. Suite is at the end of the left Strip.

From Business 20 (Old Hwy 80) going West, follow Front Street until Wall St Traffic light. Go 2 blocks and turn right on Midkiff. Turn left on Illinois. Go .8 miles and turn right into Chinese Kitchen's parking lot at 4200 W Illinois. Suite is at the end of the left Strip.

From North Hwy 349, Look for Loop 250 West (just before overpass). Turn right at Loop and go 2 miles to Exit Midkiff. Turn left at traffic light. Turn right at Illinois traffic signal. Turn right onto Chinese Kitchen's parking Lot at 4200 W Illinois. Suite is at the end of the left Strip.

**San Antonio (WRITTEN EXAMINATION ONLY)**

One Park Ten

6800 Park Ten Blvd, Suite 174-W

San Antonio, TX 78213

From Loop 410 West (near Crossroads Mall), take IH 10 East. Exit on Vance Jackson. Use the turnaround to get on the IH10West access road. Stay on the access road until the One Park Ten building.

From IH 10 West, exit on Vance Jackson. Stay on the access road.

The building is off IH10/US87 approximately one mile inside Loop 410. The One Park Ten building is on the right, immediately after Park Ten Blvd. Suite 174-W is located on the first floor to the right of the main entrance.

**San Antonio (WRITTEN AND PRACTICAL EXAMINATIONS)**

9502 Computer Drive, Ste 105

San Antonio, TX 78229

From I-10 West, take exit 561 for Wurzbach and Medical Drive. Stay on the access road passed Medical Drive, then turn left on Wurzbach (going under the freeway). Proceed one block on Wurzbach, then turn left on Bluemel. Proceed one block on Bluemel, turn left on Computer Drive, then turn right into the parking lot for the Neuromuscular Institute of Texas at 9502 Computer Drive. PSI is in suite 105.

From I-10 East, take the Wurzbach exit and turn right on Wurzbach (going under the freeway), then follow the directions above.

**Tyler (WRITTEN EXAMINATION ONLY)**

3800 Paluxy Dr, Suite 310

Tyler, TX 75703

From I-20, turn south on Hwy 69 and go to Loop 323. Turn right on 323 and follow 323 to the intersection of Paluxy Dr. Turn right on Paluxy Drive. The Paluxy Square Complex will be immediately on the left. Go to Building 3 which is in the back.

**Waco (WRITTEN EXAMINATION ONLY)**

345 Owen Lane, Suite 124

Waco, TX 76710



From TX-6, take the Waco Drive exit, loop under the bridge where you will be on Sanger Ave, turn right on Owen Ln. The examination site is behind the Richland Mall and directly across the street from the City of Waco water tower. If you are coming in on the South Hwy 6, take the South Loop 340, then take Sanger Ave Exit.

You may also test at a PSI site outside of Texas. Please call (800) 733-9267 for more information.

Shreveport, LA  
Baton Rouge, LA  
McAlester, OK

Oklahoma City, OK  
Tulsa, OK  
Woodward, OK

## REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification and provides time to familiarize yourself with the examination process. NO conversing or any other form of communication among candidates and/or models is permitted once you enter the examination area. For the practical examination, you must wear closed-toe shoes. If you arrive late or do not appear in the appropriate attire, you will not be admitted to the examination site and you will forfeit your examination fee.

### REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 1 form of identification (ID). The identification must be a VALID form of government-issued ID, such as a driver's license\*, state ID, or passport book\*\*. The identification must contain all of the following biographical information:

- (1) printed name
- (2) photograph
- (3) signature
- (4) date of birth
- (5) expiration date

\*An expired driver's license will be accepted only if accompanied by a VALID Texas Department of Public Safety temporary permit.

\*\*Passport cards do not contain all required information and are not acceptable.

Current public high school\*\*\*, community college and junior college IDs are also VALID government-issued IDs and require only your printed name, photograph and date of birth.

\*\*\*If you have graduated from high school, your ID is only valid until August 31 of that year.

PSI does not accept temporary licenses or IDs unless accompanied by either the expired/invalid license; a W-2 form; a private school ID card; or an official school transcript.

Identification provided must match all information provided by TDLR to PSI upon eligibility. A digital copy of your ID documentation will be taken upon check in, and stored with your personal data.

*If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.*

*Failure to provide 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 and will forfeit your examination fee.*

## SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidate may take only approved items into the examination room.
- All personal belongings of candidates, with the exception of close-fitting jackets or sweatshirts, 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, including coats, shawls, hooded clothing, heavy jackets, or overcoats.
  - **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.
- 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.





## WRITTEN EXAMINATION DESCRIPTION

- 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.

The examination content outline has been prepared and is periodically updated by committees of professionals who are subject matter experts in practice, instruction, and regulatory issues. The examination content outline identifies areas of importance to licensees in order 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.

## COMPUTER-BASED WRITTEN EXAM

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 or you have not ended your examination.

### TEXAS ESTHETICIAN

**75 Scored Items - 105 Minutes - 70% Correct to Pass**

**7 Non-Scored Items - 10 Minutes**

#### 1. Licensing and Regulation - 15%; 11 questions

Health and Safety  
Responsibilities of the Licensee

#### 2. Infection Control - 25%; 19 questions

Cleaning and Disinfecting  
Implements  
Equipment  
Work Environment  
Safety Procedures  
Exposure Incidents  
Patch Test  
Skin  
Diseases  
Disorders

#### 3. Skin Care - 15%; 11 questions

Physiology  
Skin Analysis  
Skin Types  
Skin Conditions

#### 4. Facial Treatments - 25%; 19 questions

Basic Facial Treatments  
Cleansing  
Extractions  
Exfoliation  
Masks  
Moisturizers  
Facial Massage  
Skin Care Products  
Facial Machines  
Brush  
Galvanic  
High Frequency  
Steam  
Vacuum  
Wood's Lamp

<b>5. Hair Removal - 15%; 11 questions</b>
Contraindications
Methods of Hair Removal
<b>6. Facial Makeup - 5%; 4 questions</b>
Artificial Lashes
Color Theory
Eyebrow Shaping
Products, Supplies, and Tools

### REFERENCE LIST

This examination is CLOSED BOOK.

The reference materials listed below were used to prepare the questions for this examination.

- *Milady Standard Esthetics Fundamentals*, 11th Edition, 2013, [www.milady.cengage.com/esthetics.asp](http://www.milady.cengage.com/esthetics.asp)
- *Salon Fundamentals—Esthetics (2<sup>nd</sup> Edition)*, 2007, [www.amazon.com](http://www.amazon.com)
- *Texas Administrative Code*: Chapter 83. [www.tdlr.texas.gov](http://www.tdlr.texas.gov)
- *Texas Occupations Code, Title 9*: Chapters 1602 and 1603. [www.tdlr.texas.gov](http://www.tdlr.texas.gov)

### WRITTEN 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. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
  - 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.

### NON-SCORED QUESTIONS

Your examination contains non-scored questions. The use of such questions is an essential step in developing accurate future examinations. These questions will NOT be scored and time to answer them has been added to the time allowed.

## PRACTICAL EXAMINATION

For practical examination questions or concerns, please email [cosmetology@psionline.com](mailto:cosmetology@psionline.com)

Read the following instructions carefully so that you will be properly prepared for the examination.

- NO conversing or any other form of communication among candidates and/or models is permitted once you enter the examination area.
- You must use a live model for the examination and the model must be wearing eye makeup and lipstick. Please see the “Model Requirements” section below for more information.
- Your model must be present with you at the time specified on the Admission Notice.
- A proctor will monitor the time during the examination. Candidates will not receive points for any activities not completed within the allotted time limits.
- During the Practical Examination, you must follow all appropriate rules for patron protection that will ensure the health, safety, and welfare of the public.
- You may not observe other candidates during the examination.
- All procedure criteria MUST be performed in the order listed for candidate to receive points for the tasks.
- The time allotted for each service includes time for setup and cleanup.
- An additional two minutes will be given before each section to take out the supplies needed for the next section of the exam.
- It is important to have all needed supplies and equipment when you arrive for the exam. You will NOT be permitted to leave the exam area once you arrive and are signed in.
- All supplies must be clean, sanitary, unstained. Products must be labeled in ENGLISH (manufacturer labels are acceptable).
- If you do NOT bring the items listed in the “Supplies and Equipment” section or bring a wrong item (e.g., non-EPA approved disinfectant), you will NOT receive points for completing those steps.
- Candidates MUST raise their hand at the end of each section indicating completion.
- No markings or colorings on model face or hairline permitted. Models/Mannequins will be inspected to ensure there are no markings. If markings are found on the mannequin, a report of your actions will be submitted to the proper authorities.
- Cheat sheets and written notes (e.g., written task lines on containers, bags that are numbered and and/or bags with a written supply list or written instructions) are NOT to be used during the practical exam. To do so will result in loss of points for all Procedure Criteria throughout the exam. Identifying bag for service is allowed.
- Wearing gloves and changing them throughout the exam will NOT be accepted in lieu of sanitizing hands.
- Items left behind will be discarded. Please check for, and remove, all personal items at the end of exam.
- Cell phones are NOT allowed in the practical examination room. A locker is provided for your convenience.

### **IMPORTANT NOTICE**

A PSI practical examination rater (examiner) may not evaluate the practical examination of a candidate who is the rater's current student, current employee, employer or co-worker, or is related to the rater by family, personal or financial interest or other relationship. If you feel the rater that is assigned to you falls into one or more of these categories, you must notify the rater immediately. If it is found that a rater has evaluated a candidate and violated this policy, the candidate's examination results may be voided.

Raters are NOT allowed to converse with candidates and therefore are NOT permitted to instruct or discuss exam results in any way. Please direct all questions and/or concerns to PSI Customer Service.

### **MODEL REQUIREMENTS**

#### **ONLY ONE MODEL IS PERMITTED DURING THE SERVICES.**

Models are required for the Practical examination. The requirements are listed below:

- NOT permitted to converse with candidates or other models once he/she enters the exam area.
- Must be at least 16 years of age; a model under the age of 18 must have signed parental consent;
- Must be willing to have candidate perform procedures on them;
- Must present a current, government-issued photo identification with date of birth, such as a driver's license, at the exam site;
- Must not assist the candidate in any way or speak to the candidate during the examination;
- Your model's face must appear clean and be free of skin disease. Models should come with only eye makeup and lipstick applied.
- Must sign Model Affidavit form upon arrival at the examination site;
- Must leave the examination site property immediately once he/she has finished participating.

# SUPPLIES AND EQUIPMENT

Candidates are responsible for bringing all necessary supplies/equipment needed to perform all services. Review the practical examination content outline (shown below) to ensure you bring all supplies/equipment you need to perform these services. You must also indicate that implements have been disinfected. (For example, a zip lock bag identifying “Manicure Service: Disinfected/Sanitized Implements” would be appropriate.)

## ITEMS THAT ARE NOT TO BE LABELED

Any of the items listed below are NOT TO BE LABELED. Doing so may result in loss of points.

- Bed drape or sheet
- Body drape
- Cotton/cotton pads/sponges
- Disposable applicators
- Facial tissue
- Gloves or finger cots
- Head drape
- Paper towels
- Spatula(s)
- Tape for waste bag(s)
- Towels (Professional Barber or Cosmetology Only)
- Tweezers (e.g., metal or thread)
- Wax fabric

## ITEMS THAT MUST BE LABELED IN ENGLISH ONLY

The items listed below MUST BE LABELED (numbering of any kind is NOT allowed; manufacturer labels are acceptable). Failure to properly label items may result in loss of points.

- Antiseptic
- Astringent, freshener, or toner
- Blood exposure kit (including: bandages, labeled blood exposure bag, antiseptic, disinfectant, gloves)
- Cleansing product
- EPA-approved disinfectant
- Eye makeup remover
- Hand sanitizer
- Mask or pack product
- Massage product
- Moisturizer product
- Simulated wax product
- Trash bag(s)

NOTE: You should be able to completely close the kit used to hold your practical supplies. Failure to do so may result in loss of points. The kit should be no larger than 30”x30” to ensure it will fit under the workstation, along with your trash bag.

## ITEMS SUPPLIED BY EXAMINATION VENDOR

- Hot and cold water (Shampoo bowls)
- Work stations with mirrors
- Facial reclining chairs
- Covered trash cans
- Hooks for large disinfectant trash bag (Per Workstation)
- Mounted Wall clock
- Broom & dust pans
- Windex (mirror cleaner)

## DESCRIPTION OF PRACTICAL WORKSTATION

The practical examination workstation at the testing facility has limited space. It is a standard salon workstation that includes a cabinet with 2 shelves, a drawer and a mirror, as well as a standard all purpose hydraulic chair. The dimensions of the workstation are 36”H x 42”W x 16”D

## CONTENT OUTLINE

- The entire exam will be 1 hour and 30 minutes in length.
- Total number of points is 70.
- The passing score for the entire Practical examination is 70% (This is 49 points out of 70).

The following information will be used by examiners to grade your performance during the Practical Examination:

All procedure criteria MUST be performed in the order listed for candidate to receive points for the tasks. DO NOT begin any procedures until the instructions for each section of the examination are read and you have been instructed to begin. It is NOT necessary to perform additional or altered steps/tasks not listed below. Items NOT listed below are NOT rated during the examination. Candidates MUST raise their hand at the end of each section indicating they are finished.

## CANDIDATE BEGINNING GENERAL INSTRUCTIONS: ESTHETICIAN EXAM

*(To be read after all candidates have been checked in and the Rater, candidates, and models are ready to begin).*

*Congratulations on passing your written examination and welcome to PSI Exam Services practical examination. Before we begin, I would like to take a few moments to introduce our staff and give you an overview of our examination procedures.*

*I am the assigned Proctor for this session and my role is to read you the instructions and time on each section of this examination. You may direct any general questions you have to me; however, note that I am only allowed to answer general questions that do NOT direct or instruct you in any way relating to the content outline of this examination. If asked a restricted question, I will politely respond by saying, “Please do as you have been instructed” or “Do the best that you can with what you have brought with you”.*

*The person responsible for observing and rating your skills performance is the assigned Rater for this session. The Rater is NOT allowed to converse with candidates except to provide a general salutation.*

*At this time I will review a few routine areas to ensure you are familiar before the examination begins. Our restrooms are located \_\_\_\_\_. While you may use the restrooms during the examination, please keep in mind that the time will continue to elapse, and any instructions you miss will NOT be repeated. Only one candidate at a time may leave, so please return as quickly as possible. You will be able to make use of the following as needed throughout the exam: the adjustment of your assigned hydraulic chair, broom & dustpan. You must place your waste material in your own trash bag throughout the exam. The sinks are also available for your use if you need water. You do not need permission to use them; however, please remember that they are shampoo bowls with hoses, and you must hang onto the hoses when turning the water on.*

*Please listen carefully to the following code of conduct for this examination. Any violation of the following code of conduct will result in the loss of points for the tasks performed during the time the conduct is taking place and a report of your conduct will be filed with TDLR.*

- *You may NOT refer to written notes, task lines or Candidate Bulletins during the examination.*
- *Your model must sit quietly during the examination and not actively assist you in any way.*
- *You may speak to your model only to provide basic directions.*
- *You may not ask questions while performing tasks.*
- *You may not observe the work of other candidates, please remain focused on your own workstation during the examination.*
- *Please do not speak to or assist other candidates throughout the examination.*
- *You will be given a set up time to unpack your supplies*
- *All procedure criteria must be performed in the order listed in the Candidate Information Bulletin for you to receive points for the tasks.*
- *During the Practical Portion, you must follow all appropriate rules that will ensure the health, safety and welfare of the public.*
- *When taking out your supplies during each section of the exam, please place your zip lock bag on top of your workstation to be evaluated by your Rater.*
- *Please note that there is a site wall clock that you can refer to during the exam.*
- *You may NOT use an empty or unused station that may be located near or next to you.*
- *Please turn off all cell phones while in the examination room.*





For each section, I will announce the title of the section and the amount of time available to complete the section. When I say, “you may begin”, you may start completing the tasks associated with that section. When I say, “Candidates, please stop working”, please stop completing any unfinished tasks. If you finish the tasks for a particular section before the allotted time has ended, step back and raise your hand to indicate that you are finished with that section. We will not move on to the next section of the examination until all Candidates are finished with the section or the time for the section elapses.

Does anyone have any questions about the instructions I have just read to you?

The first section is “**Pre-Exam Set Up and Disinfection.**” You will now have 10 minutes to unpack your supplies and put them in your assigned station. You will also take out the supplies you will need for the “**Skin Cleansing Service**” section of the examination. You will be informed when you have 5 minutes remaining.

You may begin.

### **Pre-Exam Set Up and Disinfection**

**Time Allowed: 10 minutes**

**Safety Criteria (1 point each):**

1. Implements/supplies are pre-sanitized and labeled in English only
2. Disposes of waste material using trash bag
3. Disinfects client’s bed/chair and work area with approved EPA-registered disinfectant
4. Ensures all containers remain closed when not in use
5. Kit must remain closed
6. Removes products from containers without contamination

Candidates you have 5 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination

### **Facial Services (Model)**

Includes cleansing, steaming, massaging and moisturizing.

The next section is “**Skin Cleansing Service,**” you will have 15 minutes to complete this section. You will be informed when you have 7 minutes remaining.

You may begin.

### **Skin Cleansing Service**

**Time Allowed: 15 minutes**

Clean the model’s skin and apply toner/freshener/astringent.

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Sanitizes own hands and wrists using hand sanitizer
2. Applies sheet over the bed/chair
3. Drapes model by laying drape/towel across chest
4. Applies head drape to ensure hair is away from face
5. Re-sanitizes own hands using hand sanitizer
6. Removes eye makeup with eye makeup remover/cleanser
7. Removes lipstick using cotton/tissue
8. Distributes cleanser over entire face and neck, without dragging or pulling skin
9. Removes all residual makeup and cleanser using cotton/sponges/cotton gauze/towel
10. Applies toner, freshener, or astringent via spray or with cotton

Candidates you have 7 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination

You will now have 2 minutes to take out the supplies you will need for the “**Face and Neck Steaming Service**” section of the examination. Please place your zip lock bag on top of your workstation to be evaluated by your Rater.

You may begin.



*(Once all bags have been placed on the workstation please say);*

*Candidates, please stop working.*

*The next section is “Face and Neck Steaming Service (on the Model).” You will have 5 minutes to complete this section. You will be informed when you have 3 minutes remaining.*

*You may begin.*

**Face and Neck Steaming Service (Model)**

**Time Allowed: 5 minutes**

*Steam the model’s face and neck.*

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Wrings out wet towel thoroughly and tests for temperature
2. Drapes towel to cover face and neck so that nostrils are not covered
3. Gently lifts towel from face and neck

*Candidates you have 3 minutes remaining.*

*Candidates, please stop working.*

*All scoring has been completed for this section. We will now proceed to the next section of the examination*

*You will now have 2 minutes to take out the supplies you will need for the “Face and Neck Massaging Service” section of the examination. Please place your zip lock bag on top of your workstation to be evaluated by your Rater.*

*You may begin.*

*(Once all bags have been placed on the workstation please say);*

*Candidates, please stop working.*

*The next section is “Face and Neck Massaging Service.” You will have 15 minutes to complete this section which involves applying massage cream and performing manipulations. You will be informed when you have 7 minutes remaining.*

*You may begin*

**Face and Neck Massaging Service (Model)**

**Time Allowed: 15 minutes**

*Apply massage cream and perform effleurage, petrissage, and tapotement manipulations on face and neck.*

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Applies product upward and outward using fingers/brushes
2. Ensures skin does not pull excessively (applies more product, if necessary)
3. Demonstrates effleurage manipulations while continuously maintaining contact
4. Demonstrates petrissage manipulations while continuously maintaining contact
5. Demonstrates tapotement manipulations while continuously maintaining contact
6. Removes all remaining product from face in an upward and outward direction using cotton/tissue/sponges/towels

*Candidates you have 7 minutes remaining.*

*Candidates, please stop working.*

*All scoring has been completed for this section. We will now proceed to the next section of the examination*

*You will now have 2 minutes to take out the supplies you will need for the “Mask/Pack and Moisturizing Service” section of the examination. Please place your zip lock bag on top of your workstation to be evaluated by your Rater.*

*You may begin*

*(Once all bags have been placed on the workstation please say);*

*Candidates, please stop working.*

*The next section is “Mask/Pack and Moisturizing Service.” You will have 15 minutes to complete this section. You will be informed when you have 7 minutes remaining.*

*You may begin.*



**Mask/Pack and Moisturizing Service (Model)**

**Time Allowed: 15 minutes**

*Apply and remove a mask, and moisturize face and neck.*

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Applies mask smoothly and evenly, excluding eyes, lips, and nasal passages
2. Removes residual mask traces thoroughly with towel/cotton/sponges
3. Applies astringent, toner, or freshener
4. Applies moisturizer with fingers

**Safety Criteria (1 point each):**

1. Disposes of waste material using trash bag throughout exam
2. Uses a clean towel for entire procedure
3. Ensures workstation/area remains sanitary by changing towels when soiled, cleaning spills, and maintaining sanitary implements/materials throughout service
4. Ensures draping is maintained throughout service
5. Implements/supplies are pre-sanitized and labeled in English only
6. Replaces contaminated items
7. Ensures all containers remain closed when not in use
8. Kit must remain closed
9. Removes products from containers without contamination

*Candidates you have 7 minutes remaining.*

*Candidates, please stop working.*

*All scoring has been completed for this section. We will now proceed to the next section of the examination*

*You will now have 2 minutes to take out the supplies you will need for the “Eyebrow Arch Service Using Tweezers” section of the examination. Please place your zip lock bag on top of your workstation to be evaluated by your Rater.*

*You may begin.*

*(Once all bags have been placed on the workstation please say);*

*Candidates, please stop working.*

*The next section is “Eyebrow Arch Service Using Tweezers,” you will have 10 minutes to complete this section. You will be informed when you have 5 minutes remaining. When you have completed this section, please raise your hand so the Rater can check the removed hairs that have been placed on the cotton/gauze.*

*You may begin.*

**Eyebrow Arch Service Using Tweezers (Model)**

**Time Allowed: 10 minutes**

*Using tweezers, remove at least 6 hairs from eyebrow area of one eye.*

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Sanitizes own hands using hand sanitizer
2. Sanitizes eyebrow area with antiseptic
3. Wears gloves or finger cots for arching portion of procedure
4. Holds skin taut while tweezing hairs
5. Removes at least 6 hairs following the natural direction of hair growth
6. Applies astringent to treated area of the eyebrow

**Safety Criteria (1 point each):**

1. Disposes of waste material using trash bag throughout exam
2. Ensures workstation/area remains sanitary by changing towels when soiled, cleaning spills, and maintaining sanitary implements/materials throughout service
3. Implements/supplies are pre-sanitized and labeled in English only
4. Replaces contaminated items
5. Ensures all containers remain closed when not in use
6. Kit must remain closed
7. Removes products from containers without contamination

*Candidates you have 5 minutes remaining.*

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination

You will now have 2 minutes to take out the supplies you will need for the “**Eyebrow Arch Service Using Mock Cold Wax**” section of the examination. Please place your zip lock bag on top of your workstation to be evaluated by your Rater.

You may begin.

(Once all bags have been placed on the workstation please say);

Candidates, please stop working.

The next section is “**Eyebrow Arch Service Using Mock Cold Wax (on the Model).**” You will have 10 minutes to complete this section. You will be informed when you have 5 minutes remaining. Models will be dismissed all together at the end of this section once all scoring has been completed.

You may begin.

### **Eyebrow Arch Service Using Mock Cold Wax (Model)**

**Time Allowed: 10 minutes**

*Demonstrate a mock wax application and hair removal from eyebrow area of one eye.*

**ALL TASK LINES ASSOCIATED WITH THIS SECTION MUST BE PERFORMED ON A MODEL TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.**

**Procedure Criteria (1 point each):**

1. Sanitizes brow area with antiseptic
2. Pats brow area dry with cotton
3. Applies mock wax in direction of hair growth using disposable applicator
4. Applies and bonds fabric over mock wax
5. Holds skin taut while pulling fabric opposite of hair growth and parallel to skin
6. Applies astringent to treated brow area

**Safety Criteria (1 point each):**

1. Disposes of waste material using trash bag throughout exam
2. Ensures workstation/area remains sanitary by changing towels when soiled, cleaning spills, and maintaining sanitary implements/materials throughout service
3. Implements/supplies are pre-sanitized and labeled in English only
4. Replaces contaminated items
5. Ensures all containers remain closed when not in use
6. Kit must remain closed
7. Removes products from containers without contamination

Candidates you have 5 minutes remaining.

Candidates, please stop working.

Models thank you for your participation; this concludes your involvement in the examination. You are released to exit the testing facility at this time

All scoring has been completed for this section. We will now proceed to the next section of the examination

The last section is “**End of Exam Disinfection.**” You will have 10 minutes to complete this section. You will be informed when you have 5 minutes remaining.

You may begin.

### **End of Exam Disinfection**

**Time Allowed: 10 minutes**

*The following criteria are tested at the end of the Practical exam.*

**Safety Criteria (1 point each):**

1. Removes draping
2. Disposes of used towel(s), sheet(s), and glove(s)
3. Disinfects work surfaces with approved EPA-registered disinfectant
4. Sanitizes own hands using hand sanitizer
5. Cleans and sanitizes workstation area, chair and mirror
6. Removes all supplies, material and personal belongings

Candidates you have 5 minutes remaining.

Candidates, please stop working.



*All scoring has been completed for this section. We will now proceed to the next section of the examination*

**CANDIDATE FINAL INSTRUCTIONS: ESTHETICIAN EXAM**

*This concludes the Esthetician practical examination. Please be seated at your assigned station to wait for your score report. Barring any computer related problems it should only take approximately 5-10 minutes to generate the reports. Once you have received your score report you are required to leave the testing facility immediately. Please be sure to read and review your score report in its entirety. Raters or Proctors are NOT allowed to discuss your exam or its results. For questions or concerns please wait 24 hours and then contact PSI customer service.*

*Thank you and have a great day!*







# TEXAS ESTHETICIAN LICENSE EXAMINATION REGISTRATION FORM

Before you begin. . .

Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. PLEASE TYPE OR PRINT LEGIBLY. Registration forms that are incomplete, illegible, or not accompanied by the proper fee will be returned unprocessed. Registration fees are not refundable or transferable.

1. Legal Name: \_\_\_\_\_  
First Name Last Name Middle Name

2. Student Permit Number:

3. Mailing Address: \_\_\_\_\_  
Number, Street (Must be a physical address, PO Boxes are NOT accepted) Apt/Ste  
\_\_\_\_\_  
City State Zip Code

4. Telephone: Home \_\_\_\_\_ - \_\_\_\_\_ Office \_\_\_\_\_ - \_\_\_\_\_

5. Email: \_\_\_\_\_@\_\_\_\_\_

6. Examination: (Check one)  Written Examination only (\$50)  Practical Examination only (\$72)

Note: You must pass the Written Examination before you can pay for and schedule the Practical Examination.

7. Total Fees: \$\_\_\_\_\_  
You may pay by credit card, money order, company check, or cashier's check. Make check or money order payable to "PSI" and write your student permit number on it. Cash and personal checks are not accepted.  
If paying by credit card, check one:  VISA  MasterCard  American Express  Discover

Card No: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Card Verification No: \_\_\_\_\_  
*The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).*

Billing Street Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Cardholder Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

8. I am submitting the Exam Accommodation Request Form and required Documentation.  Yes  No

9. Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Complete and forward this registration form with the applicable examination fee to:  
PSI licensure:certification \* ATTN: Examination Registration TX CO  
3210 E Tropicana \* Las Vegas, NV \* 89121  
Fax (702) 932-2666 \* (800) 733-9267 \* TTY (800) 735-2929  
[www.psiexams.com](http://www.psiexams.com)

If you are using a live model, you MUST bring this form to your Practical examination. If your model is under the age of 18, this form MUST be completed and signed by the model's parent or legal guardian and presented on the day of your Practical examination. If you do not have a completed form at the time of the examination, you will not be allowed to take the examination and you will forfeit your fees.

### Release of Liability & Indemnity Agreement

This release of liability and indemnity agreement is being entered into so that Psychological Services, Inc. ("PSI") will permit me to participate as a live model in connection with the Texas Barber & Cosmetology practical skills examinations conducted at \_\_\_\_\_ (the "Event").

**I HEREBY ACKNOWLEDGE THE INHERENT RISKS OF PARTICIPATING AS A LIVE MODEL FOR A PERSON DEMONSTRATING BARBER OR COSMETOLOGY SKILLS.** Participation in any such activity necessarily involves risks of injury. I realize the risks include, but are not limited to: allergic reactions; infection; negligence by others including, without limitation, barber or cosmetology personnel; inattention of others; misuse of supplies or equipment; equipment that may be or become damaged; and accidents that may or may not be foreseeable. I acknowledge that the above list is not inclusive of all possible risks associated with such activities and I agree that this list in no way limits the extent or reach of this release. **I VOLUNTARILY ASSUME ALL RISKS, WHETHER FORESEEABLE OR NOT, WITH FULL KNOWLEDGE AND APPRECIATION OF THE DANGER AND RISK INVOLVED.**

I acknowledge that no representations or warranties of any kind whatsoever have been made to me regarding my qualifications or ability to participate in the Event, or regarding any of the services to be performed in connection with the Event. I acknowledge that PSI does not supervise barber and cosmetology test activities, including without limitation, at the Event.

**RELEASE AND INDEMNITY:** I voluntarily agree to assume all risk of personal injury, including paralysis and death, and damages that may occur arising out of or relating to the Event. I, ON BEHALF OF MYSELF AND MY SPOUSE, FAMILY, ASSIGNS, HEIRS, REPRESENTATIVES, EXECUTORS, AND ADMINISTRATORS, HEREBY KNOWINGLY AND INTENTIONALLY WAIVE AND RELEASE, HOLD HARMLESS, AND AGREE TO DEFEND AND INDEMNIFY PSI, ITS SUCCESSORS, ASSIGNS, OFFICERS, EMPLOYEES, AFFILIATED ORGANIZATIONS AND AGENTS, AND EACH OF THEM, FROM ALL LIABILITIES, CLAIMS, DEMANDS, LOSSES, COSTS AND EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES, ARISING BY REASON OF ANY SUCH PERSONAL INJURY, DAMAGE, PARALYSIS, OR DEATH THAT MAY RESULT. **THIS RELEASE SHALL BE EFFECTIVE EVEN IF THE LOSS, DAMAGE OR INJURY WAS NOT FORESEEABLE OR RESULTS OR HAS RESULTED FROM THE ACTIVE OR PASSIVE NEGLIGENCE, WRONGFUL ACTS, OMISSIONS, BREACH OF WARRANTY OR STRICT TORT LIABILITY OF PSI OR THE OTHER PARTIES RELEASED.**

I UNDERSTAND THAT I AM NOT TO ASSIST OR AID THE BARBER OR COSMETOLOGY EXAMINEE IN ANY WAY IN CONNECTION WITH THE EXAMINATION AND THAT DOING SO WILL INVALIDATE A CANDIDATE'S EXAMINATION RESULTS.

I understand that this release is a contract. I expressly state that I have read, understand and am familiar with all its provisions and that I sign it of my own free will. I further expressly agree that this release, waiver and indemnification agreement is intended to be as broad and as inclusive as is permissible under the laws of the State of California and that if any portion of this agreement is held to be invalid, the balance shall, notwithstanding, continue in full force and effect.

Live Model

Parent or Legal Guardian (if under the age of 18)

Name: \_\_\_\_\_  
(Please Print)

Name: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



## EXAM ACCOMMODATIONS OR OUT-OF-STATE TESTING REQUEST

All examination sites are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request exam accommodations.

Candidates who wish to request exam accommodations because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

### Requirements for exam accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted 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

Date: \_\_\_\_\_ ID#: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last Name First Name

Address: \_\_\_\_\_  
Street City, State, Zip Code

Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Home Work

Email Address: \_\_\_\_\_

### Check any exam accommodations you require (requests must concur with documentation submitted):

- |  |   |
|--|---|
| <input type="checkbox"/> Reader (as accommodation for visual impairment or learning disability)  | <input type="checkbox"/> Extended Time<br>(Additional time requested: _____)  |
| <input type="checkbox"/> Large-print written examination   | <input type="checkbox"/> Request for a translated examination. (This request does not require additional documentation.)<br><i>You will be advised of the cost once PSI receives the quote for the translation. This fee will be paid by the candidate.</i> |
| <input type="checkbox"/> *Out-of-State Testing Request for Written Exam; practical must test in Texas. (This request does not require additional documentation.) |   |

Site requested: \_\_\_\_\_

\*You may email your out-of-state request to [OutofStateRequest@psionline.com](mailto:OutofStateRequest@psionline.com).

- ✎ You must be approved by TDLR to take this examination.
- ✎ Complete and fax this form, along with supporting documentation, to (702) 932-2666 or email it to [examaccommodations@psionline.com](mailto:examaccommodations@psionline.com).
- ✎ After 4 business days, PSI Exam Accommodations will email you confirmation of approval with instructions for the next step.

**DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI EXAM ACCOMMODATIONS.**

PSI licensure:certification  
3210 E Tropicana  
Las Vegas, NV 89121