Before scheduling your examination, be sure you understand the contents of this bulletin. Please retain and use it as a reference when contacting PSI.

PSI licensure:certification
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California Board of Barbering and Cosmetology

CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.psiexams.com.

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Revised October 2014

EXAMINATIONS BY PSI LICENSURE:CERTIFICATION

This Candidate Information Bulletin provides you with information about the examination and application process for becoming licensed as a Barber, Cosmetologist, Manicurist, Esthetician, and Electrologist in the State of California.

The Board has contracted with PSI licensure:certification (PSI) to conduct its examination program.

OBJECTIVE OF THE BOARD OF BARBERING AND COSMETOLOGY

The Board of Barbering and Cosmetology's (BBC) responsibilities are protecting and educating consumers who seek barbering, cosmetology, and electrology services. The BBC also regulates the individuals who provide the services and the salons in which the services are performed. Through its examination programs, the BBC ensures that applicants for licensure have completed the necessary training and passed a written and practical examination. The examination requires that the individual demonstrate that they possess the knowledge and skills required to protect the public's health and safety. After successfully passing the examination, individuals are issued the applicable license by the BBC.

ELIGIBILITY

Once the BBC has sent PSI your examination eligibility, you will receive this Candidate Information Bulletin with a Schedule Notice printed on the back cover. This Schedule Notice is not valid unless there is a label with your name and addressed affixed to it.

The BBC considers an application abandoned if the candidate fails to take the examination within one year from the date the applicant qualified to be scheduled to take the examination. In this event, a new application and fee must be submitted and all requirements for licensure in effect at the time of filing must be met.

YOUR EXAMINATION APPOINTMENTS

The label affixed to the back of this bulletin contains important information about your testing appointments. Your practical and written examinations have been scheduled for you. The date, times and location of your examination appointments are indicated on the bottom of the label.

Candidates who are scheduled for both parts of the examination will be scheduled at one of the Board's exam sites, Glendale or Fairfield. Both parts will be scheduled on the same day. You may cancel and reschedule a written examination date at one of PSI's testing sites for another day as long as the appointment is after the original scheduled date. This must be done at least 2 full days prior to the scheduled exam date. For example, for a 9:00 a.m. Monday appointment, the cancellation notice would need to be received before 9:00 a.m. on the previous Saturday.
You are NOT allowed to reschedule your practical appointment for any reason.

If you have already passed the practical part of the exam you must call PSI and schedule your own written exam. The written only exam can only be taken at one of PSI's testing sites. However, if you are approved to use an interpreter then the written exam can only be taken at the Glendale or Fairfield exam site.

If you miss or are late for your appointment, you will lose your examination fee and will be required to apply for re-examination through the BBC.

EXAMINATION ELIGIBILITY EXPIRATION

BBC candidates who pass only one part of the examination must take and pass the failed portion of the examination within one year of passing the first examination part. The re-application and fee must be postmarked within that one year. After one year, you must retake both parts of the examination. The 'Test Before' date on the label of this handbook may or may not reflect that date correctly. Therefore, you must use the date that you passed the one part in determining the correct 'Test Before' date.

EXAMINATION DEVELOPMENT

The California Cosmetology examinations are developed by the National-Interstate Council of State Boards of Cosmetology (NIC).

Each item is carefully researched and validated with published references to ensure accuracy and consistency with entry-level practice. All of the BBC examinations contain 100 multiple-choice questions, with the exception of the Barber exam, which contains 50 multiple-choice questions.

Due to the ongoing evaluation of our examination questions, some examinations may contain additional (non-scoreable) items. These items are placed randomly throughout the examination. However, the additional items will not be used to compute a passing grade towards licensure.
The Barber, Cosmetologist, Esthetician, Electrologist and Manicurist examinations are available in English, Korean, Spanish and Vietnamese.

ESTABLISHING THE PASSING STANDARDS

The licensing examination is designed to test a candidate's knowledge of basic health and safety necessary to protect the consumer. The examination is not designed to trick the candidate, but rather to ensure that each candidate possesses the basic entry-level skills and knowledge to work safely on the consumer so the consumer is not harmed.

In accordance with Business and Professions Code section 101.6, the purpose of Boards, Bureaus and Commissions is to "…establish minimum qualifications and levels of competency and license persons desiring to engage in the occupations they regulate upon determining that such persons possess the requisite skills and qualifications necessary to provide safe and effective services to the public, or register or otherwise certify persons in order to identify practitioners and ensure performance according to set and accepted professional standards."

CRITERION-REFERENCED SCORING

The written and practical examinations use a criterion – referenced passing score which applies standards for competent practice to all candidates regardless of the form of the examination administered. A criterion-referenced passing score increases the likelihood that candidates who pass the licensure examination have sufficient knowledge and experience to practice safely and competently. Proper test development and psychometric procedures are employed to make certain that no candidate is at an advantage or disadvantage.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you must arrive at least 30 minutes prior to your scheduled appointment time. This allows time for check-in and identification verification and provides time to familiarize yourself with the examination process. If you arrive late, you may not be admitted to the examination site and you may forfeit your examination registration fee. Even though candidates will be thumb printed, you are still required to comply with any identification requirements established by the appropriate regulatory entity.

You will receive an admission letter from the BBC that must be presented for admittance into the practical examination.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

In order to be admitted into the examination, you must present valid Government-issued photographic identification. Examples are as follows:

- An unexpired State issued Driver License.(any State)
- An unexpired State Identification Card.(any State)
- A current U.S. military-issued identification card.
- An alien registration card with photograph
- A valid passport (unexpired)--any country (valid foreign passport with valid record of arrival/departure form I-94 or processed for I-551 stamped in a valid foreign passport
- United States Immigration and Naturalization issued identification
- A current Employment Authorization C ard

All photographs must be recognizable as the person to whom the identification card was issued. The name on the application must match the photographic I.D. card. All I.D.'s must be current/unexpired..

FAILURE TO PROVIDE APPROPRIATE IDENTFICATION AT THE TIME OF THE EXAMINATION WILL RESULT IN A CANDIDATE NOT BEING ABLE TO SIT FOR THE EXAMINATION. Candidates who fail to appear for the examination or who are not admitted due to improper identification must submit the re-examination application (copy provided at the back of this bulletin) along with the applicable fee to the BBC in order to be eligible to reschedule their examination

CALIFORNIA LAW SECURITY PROCEDURES

Section 123 of the California Business and Professions Code states: It is a misdemeanor for any person to engage in any conduct which subverts or attempts to subvert any licensing examination or the administration of an examination, including, but not limited to:

- Conduct which violates the security of the examination materials;
- Removing from the examination room any examination materials without authorization;
- The unauthorized reproduction by any means of any portion of the actual licensing examination;
- Aiding by any means the unauthorized reproduction of any portion of the licensing examination;
- Paying or using professional or paid examination-takers for the purpose of reconstructing any portion of the licensing examination;
- Obtaining examination questions or other examination material, except by specific authorization either before, during, or after an examination; or
- Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a future, current, or previously administered licensing examination.
- Communicating with any other candidate during the administration of a licensing examination.
- Copying answers from another candidate or permitting one's answers to be copied by another candidate.
- Having in one's possession during the administration of the licensing examination any books, equipment, notes, written or printed materials, or data of any kind, other than the examination materials distributed, or otherwise authorized to be in one's possession during the examination.
- Impersonating any candidate or having an impersonator take the licensing examination on one's behalf.

Nothing in this section shall preclude prosecution under authority provided for in any other provision of law. In addition to any other penalties, a person found guilty of violating this section, shall be liable for the actual damages sustained by the agency administering the examination not to exceed ten thousand dollars ($10,000) and the costs of litigation.

REASONABLE ACCOMMODATIONS AVAILABLE

Candidates with a physical or mental impairment that substantially limits a major life activity may be eligible for accommodation in the testing process to assure that the examination accurately reflects knowledge, skills or abilities. The BBC and PSI are fully compliant with ADA guidelines and will provide reasonable accommodations. Scheduling services are also available via our Telecommunications Device for the Deaf (TDD) by calling 800.735.2929.

If you need special accommodations to take the exam, you must submit a Request for Reasonable Accommodations form with your license application. The form must be signed by the professional making the diagnosis. You will be required to explain the disability and what reasonable accommodation is needed. A letter from your health-care provider must be included, confirming the disability and justifying the need for special accommodations using the criteria in the request form.

IMPORTANT INFORMATION ABOUT TAKING AN EXAMINATION

1. All candidates will have their thumbprint taken during examination check-in and re-entry into the testing room after an approved absence. If a candidate passes the examination, the thumbprint record will be destroyed. If a candidate abandons his or her application for licensure, as determined by the appropriate regulatory authority, the thumbprint will also be destroyed. If a candidate is unsuccessful, the thumbprint record will be retained by PSI to ensure proper identification on any subsequent examination attempts. If the thumbprint doesn't match upon exit and re-entry, the candidate shall be disqualified from the examination, his or her test results invalidated, and the appropriate regulatory entity will be notified of the occurrence. The taking of the thumbprint is an additional measure to enhance examination security. The Department's Office of Professional Examination Services shall ensure that the appropriate safeguards for the storage and destruction of the thumbprint records are in place.
2. The temperature in the testing room is maintained at a moderate level. Candidates are advised to layer clothing. Acceptable layered clothing includes lightweight shirts, sweaters, and pullovers without pockets. These items must be worn upon check-in, while you wait to enter the testing room, and during your initial seating for the examination.
3. There are timing mechanisms available at the test site and on the computer console to help candidates keep track of time during the test administration. Watches or other timekeeping devices are not permitted in the examination rooms.
4. Only one candidate will be allowed to take a restroom break at a time. Candidates are required to sign out when you leave the room and when you return. If a candidate's restroom break takes longer than 5 (five) minutes, a proctor will check on the candidate and will notify the applicable regulatory entity of the occurrence, which will take appropriate action.
5. The following items are **not** permitted in the examination rooms:
   - Cellular telephones, personal digital assistants (PDAs), recording devices, cameras, pagers, purses, notebooks, notebook computers, reference or reading material, music players, radios, electronic games, calculators, or briefcases.
   - Personal items including watches, backpacks, wallets, pens, pencils, or other writing devices, food, drinks (unless prior approval is obtained by your regulatory entity) and good-luck items.
   - Hats, baseball caps, or visors (with the exception of religious apparel), coats, shawls, hooded clothing, heavy jackets or overcoats.
   - During the check-in process, all candidates will be asked if they possess any of the prohibited items and all candidates will be asked to empty their pockets. If prohibited items are found during check-in, candidates shall return these items to their vehicle or other place of safekeeping. Neither PSI, nor the Department of Consumer Affairs, shall be responsible for the items. Any candidate possessing the prohibited items in the examination room shall have his or her test results invalidated, and PSI shall notify the appropriate regulatory entity of the occurrence.
6. Copying or communicating examination content is a violation of PSI security policy and existing law. Either one shall result in the disqualification or invalidation of examination results, the denial of your license, and may subject the candidate to criminal prosecution.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (877) 392-6422. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

NỘI QUI VỀ CHƯƠNG TRÌNH THI

Vào ngày thi, thí sinh phải đến địa điểm thi ít nhất là 30 phút trước thời gian thi. Thí sinh đến sớm để được ghi danh, kiểm tra giấy tờ tùy thân, và có thời gian tìm hiểu nội qui ở chỗ thi. Nếu thí sinh đến trễ, thí sinh sẽ không được dự thi và lệ phí thi sẽ bị hủy bỏ. Mặc dù thí sinh sẽ được lấy dấu chỉ tay, thí sinh vẫn phải chịu trách nhiệm về việc có đầy đủ giấy tờ tùy thân được yêu cầu phải mang theo bởi các cơ quan có thẩm quyền.

Những thông tin quan trọng về việc dự thi

1. Tất cả các thí sinh dự thi sẽ được lấy dấu chỉ tay trong lúc ghi danh và dấu chỉ tay sẽ được lấy lại sau mỗi lần được phép ra ngoài phòng thi rồi quay trở lại. Nếu thí sinh thi đậu, dấu chỉ tay lưu lại sẽ bị hủy bỏ. Nếu thí sinh không hoàn tất hồ sơ xin cấp bằng, dựa theo sự phán quyết của cơ quan có thẩm quyền, dấu chỉ tay lưu lại cũng sẽ bị hủy bỏ. Nếu thí sinh thi rớt, dấu chỉ tay sẽ được cơ quan PSI lưu lại để so sánh với dấu chỉ tay của chính thí sinh đó trong những lần thi sau. Nếu dấu chỉ tay so sánh không trùng hợp, thí sinh sẽ không hội đủ tiêu chuẩn dự thi, kết quả thi sẽ không có hiệu lực, và cơ quan có thẩm quyền sẽ được thông báo về vấn đề này. Việc lấy dấu chỉ tay là cần thiết để bảo đảm cho sự an toàn và trung thực của kỳ thi. Cơ quan tổ chức kỳ thi và các cơ quan liên hệ sẽ bằng mọi cách bảo đảm dấu chỉ tay của thí sinh được lưu giữ an toàn và hủy bỏ theo đúng thời gian qui định.
2. Nhiệt độ trong phòng thi luôn được mở ở độ trung bình. Thí sinh có thể mặc thêm đồ ấm. Những loại đồ ấm được phép mang theo bao gồm: áo sơmi mỏng, áo khoác mỏng, và áo tròng qua đầu loại không có túi. Nếu đồ ấm được mang theo, thí sinh phải mặc nó vào trong lúc ghi danh, trong lúc ngồi chờ vào phòng thi, và trong suốt thời gian ngồi thi.
3. Trong phòng thi có đồng hồ treo tường và trên máy vi tính có đồng hồ giúp thí sinh theo dõi thời gian trong khi thi. Đồng hồ đeo tay và các thiết bị xem thời gian khác không được phép mang vào phòng thi.
4. Mỗi lần chỉ cho phép một thí sinh đi nhà vệ sinh. Thí sinh phải ký tên khi ra khỏi phòng thi và khi quay trở lại. Nếu thí sinh đi nhà vệ sinh hơn 5 phút, người coi thi (giám thị) sẽ kiểm tra xem có chuyện gì và sẽ thông báo lại cho cơ quan có thẩm quyền; cơ quan có thẩm quyền sẽ quyết định thí sinh cần phải làm gì sau đó.
5. Những vật dụng sau đây không được đem vào phòng thi:
   - Điện thoại di động, máy phụ giúp cá nhân (PDA), máy thu âm, máy chụp hình, máy nhắn tin, túi xách, máy vi tính, tập vở dùng để ghi chép, tài liệu tham khảo, máy nghe nhạc, máy nghe đài phát thanh, máy chơi trò chơi, máy tính, hoặc cặp táp.
   - Đồ đạc cá nhân bao gồm: đồng hồ đeo tay, túi xách đeo lưng, bóp, viết mực, viết chì, hoặc những dụng cụ dùng để viết khác, đồ ăn, thức uống (trừ khi được sự đồng ý trước của cơ quan có thẩm quyền), và những vật dụng được cho là mang lại sự may mắn.
   - Nón, mũ, khăn đội đầu (ngoại trừ vì lý do tôn giáo), áo choàng, khăn choàng, áo có mũ, áo lạnh, hoặc áo lạnh quá cỡ.

   Trong lúc ghi danh, thí sinh sẽ được hỏi có mang theo những vật dụng bị cấm nào không và sẽ được yêu cầu lấy hết đồ đạc từ trong túi quần hoặc áo ra. Nếu vật dụng bị cấm được tìm thấy trước khi thi, thí sinh nên mang những vật dụng này để ngoài xe hoặc ở một nơi an toàn khác. Cơ quan PSI và các cơ quan có liên hệ sẽ không chịu trách nhiệm về những vật dụng này. Nếu vật dụng bị cấm được tìm thấy trong khi thi, kết quả kỳ thi của thí sinh sẽ không có giá trị, và cơ quan PSI sẽ thông báo việc này đến với cơ quan có thẩm quyền.

6. Viết lại đề thi hoặc trao đổi về nội dung bài thi là một hình thức vi phạm về nội qui an toàn của cơ quan PSI và luật hiện hành. Nếu việc này xảy ra, thí sinh sẽ mất quyền dự thi hoặc kết quả thi sẽ bị hủy bỏ, việc xin cấp bằng sẽ bị từ chối, và thí sinh có thể sẽ bị truy tố trước pháp luật.

REPORTANDOSE AL LUGAR DEL EXAMEN

El dia del examen, usted debe llegar por lo menos 30 minutos antes del tiempo de su cita. Esto permitira tiempo para registrarse y familiarizarse con el proceso del examen. Si usted esta tarde, es possible que no sea admitido al lugar del examen y que usted pierda lo que pago por el examen. Aunque se les tomara huellas digitales a los candidatos, a usted se le pediran identificacions de las establecidas por la entidad reguladora.

INFORMACION IMPORTANTE PARA TOMAR EL EXAMEN

1. A todos los candidatos se les tomaran sus huellas al registrarse para el examen y al regresar al lugar despues de una ausencia justificada. Si un candidato pasa el examen, el record de sus huellas seran destruidas. Si un candidato abandona su aplicacion de licencia, como lo determina la autoridad reguladora apropriada, sus huellas tambien seran destruidas. Si un candidato no pasa el examen, el record de sus huellas seran retenidas por PSI para asegurar una identificacion apropiada para cualquier futuro intento de tomar el examen. Si las huellas no son las mismas al compararse durante la salida o entrada, el candidate debera ser descalificado del examen, los resultados del exame invalidados, y la entidad reguladora apropiada sera notificada de lo ocurrido. La toma de huellas es una medida adicional para mejorar la seguridad del examen. Office of Professional Examination Services debera asegurar que medidas apropiadas para el almacenamiento y destruccion de records de huellas esten disponibles.

2. La temperature del lugar del examen se mantendra en un nivel moderado. Se les recomienda a los candidatos usar varias capas de ropa. La ropa aceptada incluye camisetas, sudaderas, y chamarras sin bolsas. La ropa tendra que ser usada desde que usted se register en la entrada, cuando usted este esperando para entrar al cuarto del examen, y cuando se siente al inicio del examen.

3. Mecanismos para medir el tiempo estaran disponibles en el lugar del examen y en la computadora para ayudar a los candidatos a tener nocion del tiempo durante la administracion del examen. Relojes y otro tipo de aparatos para tomar el tiempo no son permitidos en los cuartos de examen.

4. Solo se permitira a los candidatos ir al bano de uno en uno. Se require que firmen cada vez que salgan del cuarto y cuando regresen. Cuando el candidato pase mas de 5 minutos en el bano, un proctor va a revisar al candidate y va a notificar a la entidad regualdora apropiada de lo ocurrido, la cual va a tomar las medidas necesarias.

5. Los siguientes utensilios no son permitidos en los cuartos de examen:
   - Telefonos celulares, asistentes personales (PDAs), aparatos para grabar, camaras, pagers, bolsas, computadoras portatiles, material de lectura o referencias, reproductores de musica, radios, juegos electronicos, calculadoras, o portafolios.

   - Cosas personales incluyen relojes, mochilas, carteras, plumas, lapices, y otros utensilios para escribir, comida, bebidas (al menos que se hayan permitido antes por su entidad reguladora) y utensilios para la buena suerte.

   - Sombreros, gorras de baseball, o visceras (con la excepcion de objetos religiosos), chaquetas, ropa con gorros, chaquetas pesadas.

     Durante el proceso de registracion, se les preguntara a todos los candidatos si poseen alguno de los objetos prohibidos y se les pedira a todos que vacien sus bolsas. Si se les encuentran alguno de los objetos prohibidos, los candidatos los deberan llevar a su auto o algun otro lugar seguro. PSI o Department of Consumer Affairs no seran responsables de lo objetos. Al candidato que se le sorprenda con alguno de los objetos prohibidos en el cuarto del examen se le invalidaran sus resultados, y PSI debera notificar a la entidad reguladora apropiada de lo ocurrido.

6. Copear y comunicar el contenido del examen es una violacion de la poliza de seguridad de PSI y de la ley existente. Cualquiera de las dos resultara en la descalificacion o invalidacion de los resultados del examen, la negacion de su licencia, y es posible que el candidato sea sujeto de persecucion criminal.

캘리포니아주 법 보안 절차

캘리포니아주 사업직업법의 123 조항은 다음을 명시하고 있습니다. 다음을 포함하지만 이에 국한되지 않는 면허 시험 혹은 시험 집행에서 부정행위를 하거나 시도하는 행위를 하는데 관련된 모든 이들은 경범죄에 해당한다.

- 시험 자료의 보안을 위반하는 행위.
- 승인 없이 시험실에서 시험 자료를 유출하는 행위.
- 실제 면허 시험 문제의 일부를 승인 받지 않고 재생하는 행위.
- 면허 시험 문제의 일부를 승인 받지 않고 재생하는 것에 도움을 주는 행위.
- 면허 시험의 일부를 복원시킬 목적으로 돈을 지불하거나, 전문가를 이용하거나, 돈을 지불한 시험 응시자를 이용하는 행위.
- 시험 전, 중, 후 기간에 특정 승인을 받은 경우를 제외한 시험 문제 또는 기타 시험 자료를 구하는 행위 또는
- 향후, 현재, 또는 이전에 집행된 면허 시험의 일부를 판매, 배포, 구입, 수취, 또는 승인받지 않고 소유하는 행위.
- 면허 시험을 치루는 중 다른 시험자와 교류하는 행위.
- 다른 시험자의 답을 보고 쓰거나 다른 시험자가 본인의 답을 보고 쓰도록 허락하는 행위.
- 면허 시험이 집행되는 중 배포된 시험 자료 또는 본인이 소유할 수 있도록 승인된 기타 자료들 이외에 책, 장비, 쪽지, 필기 또는 인쇄된 자료, 혹은 모든 종류의 자료를 갖고 있는 행위.
- 어떠한 응시자의 대역을 하거나 어떠한 이를 대신하여 면허 시험을 치루는 행위.

본 항의 어떠한 것도 기타 다른 법 조항에서 제공되는 권위하에서 처벌받는 것을 배제하지 않습니다. 기타 과태료 이외에도 본 조항을 위반한 것으로 인정된 사람은 해당 시험을 집행하는 기관이 입은 실제 손해에 있어 만불(($10,000)을 초과하지 않는 금액과 소송 비용에 대한 책임을 져야 합니다.

시험 응시자에 대한 중요한 정보

1. 모든 응시자는 시험 체크인할 때와 승인된 부재 시간 후 다시 시험실로 입장할 시 엄지손가락 지문을 찍어야 합니다. 만약 응시자가 시험에 합격하면 엄지손가락 지문 기록은 파기될 것입니다. 만약 적절한 규정 당국에 의해 응시자가 자신의 면허 교부 신청을 포기한 것으로 판명될 경우에도 엄지손가락 지문 기록이 파기될 것입니다. 응시자가 시험에 합격하지 못했을 경우, 해당 응시자의 엄지손가락 지문 기록은 다음 시험 응시할 경우에 신분확인을 하기 위해 PSI 에 의해 보관될 것입니다. 만약 엄지손가락 지문이 다시 입장할 때 일치하지 않을 경우, 응시자는 해당 시험에서 불합격되며 본인의 시험 결과는 무효화되고 적절한 규정 당국에게 그러한 사건이 통보될 것입니다. 엄지손가락 지문을 확인하는 것은 시험 보안을 강화하기 위한 추가 조치입니다. 해당 국의 직업 시험 서비스부는 엄지손가락 지문 기록의 보관 및 파기에 대한 적절한 보호책이 구축되도록 할 것입니다.
2. 시험실의 온도는 적절한 수준으로 유지됩니다. 응시자는 여러 겹의 옷을 입도록 권고됩니다. 허용되는 여러 겹의 옷에는 가벼운 셔츠, 스웨터, 주머니가 없는 풀어버가 포함됩니다. 이러한 옷들은 반드시 체크인하고, 시험실에 입장하기 위해 대기하는 중, 시험을 치루기 위해 처음에 착좌할 시 입고 있어야 합니다.
3. 시험 집행 중 응시자가 시험 시간이 몇 분 남았는지 알 수 있는 것을 돕기 위해 시험장 및 컴퓨터 콘솔에 시간 장치가 갖추어져 있습니다. 시험실에서는 시계 또는 다른 시간 장치가 허용되지 않습니다.
4. 한 번에 한 응시자만 화장실에 갖다올 수 있습니다. 응시자는 시험실에서 퇴실하고 다시 입장할 시 서명해야 합니다. 만약 응시자가 화장실에 5(오)분 이상 머물 경우, 시험 감독관은 응시자를 확인하고 그러한 경우가 발생했다는 것을 적절한 규정 당국에 통보하여 적합한 조치가 취해지게 됩니다.
5. 다음 물품들은 시험실에서 허용되지 않습니다.

   - 휴대전화, PDA, 녹화 장치, 카메라, 페이저, 핸드백, 공책, 노트북 컴퓨터, 참고 또는 독서 자료, 뮤직 플레이어, 라디오, 전자게임, 계산기, 서류가방.
   - 개인 물품에는 시계, 배낭, 지갑, 펜, 연필, 기타 집필 기구, 음식, 음료수(규정 당국에 의해 승인이 구해진 경우를 제외한), 행운의 물품이 포함됩니다.
   - 모자, 야구모자, 챙모자(종교 의복의 경우를 제외한), 코트, 숄, 후드 옷, 무거운 재킷, 오버코드.

   체크인 과정 중, 모든 응시자는 금지 물품을 소지하고 있는지에 관한 질문을 받게 되고 모든 응시자는 자신의 주머니에 있는 모든 것을 꺼내도록 요청을 받게 됩니다. 체크인 과정 중 금지된 물품이 발견될 시, 응시자는 이러한 물품을 자신의 차량 또는 기타 다른 안전한 장소에 보관해야 합니다. PSI 와 소비자보호국(Department of Consumer Affairs)은 해당 물품에 대한 책임을 지지 않습니다. 시험실에서 금지된 물품을 소지하고 있는 응시자는 자신의 시험 결과가 무효화되고 PSI 는 그러한 경우가 발생했다는 것을 적절한 규정 당국에 통보합니다.

6. 시험 내용을 복사하거나 전달하는 것은 PSI 보안 정책과 기존 법규의 위반 사항입니다. 그러한 일이 발생할 경우, 불합격되거나 시험 결과가 무효화되어 면허가 거부되고, 해당 응시자는 형사 고발을 받게 됩니다.

SCHEDULING THE WRITTEN EXAMINATION

In most California testing centers, testing does not take place on the following major holidays:

Memorial Day	Closed May 23-25, 2015
Independence Day	Closed July 4, 2015
Labor Day	Closed September 5-7, 2015
Thanksgiving	Closed November 26-29, 2015
Christmas	Closed December 25, 2015
New Years	Closed January 1, 2016
Martin Luther King Jr.	Closed January 18, 2016

INTERNET SCHEDULIING

You may schedule your test by completing the online Test Registration Form. The Test Registration Form is available at PSI's website, www.psiexams.com. You may schedule a test via the Internet 24 hours a day.

1. Complete the registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available dates for scheduling your test.
3. You will need to choose a date to complete your registration.
4. Upon successful registration, you will receive a traceable confirmation number.

TELEPHONE SCHEDULING

PSI has two scheduling methods available if you wish to schedule by telephone. Call PSI at (877) 392-6422, 24 hours a day and schedule using the Automated Registration System. If you wish to contact a live operator, use this same telephone number to contact PSI registrars Monday through Friday between 4:30 am and 7:00 pm and Saturday, between 8:00 am and 2:00 pm, Pacific Time, to schedule your appointment for the test.

RESCHEDULING THE EXAMINATION

You are NOT ALLOWED to reschedule your practical examination appointment FOR ANY REASON.

If you miss or are late for your appointment, you will lose your examination fee and will be required to apply for re-examination through the BBC by submitting a new application and fee.

You may cancel and reschedule a written examination appointment without forfeiting your fee *if your cancellation notice is received 2 days prior to the scheduled examination date.* You may reschedule online at www.psiexams.com, or you may call PSI at (877) 392-6422. Please note that you may also use the automated system, using a touch-tone telephone, 24 hours a day in order to cancel and reschedule your appointment.

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

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if:

1. You do not cancel your appointment for written examination 2 days before the scheduled examination date;
2. You do not appear for your examination appointment;
3. You arrive after examination start time;
4. You do not present proper identification when you arrive for the examination.

UNDERSTANDING THE EXAMINATION RESULTS

If you take both your written and your practical examination on the same day, you will not receive any exam results until both parts of the examination have been completed. If you pass both parts of your examination, you will receive your photographic license onsite. If you fail one or both parts of the examination, you will receive a fail notice and will be instructed on how to re-apply for your examination. If you are taking the written and practical parts of the examination on different days you will receive your results only when both parts are completed.

A failure notice indicates the candidate's score, a breakdown of subject content areas, and the number of correct answers necessary to pass the examination.

Your examination results are confidential and are released only to you and your state licensing agency. To protect your privacy and to maintain the confidentiality of examination results, score information is not given over the telephone.

Candidates failing the examination have the right to appeal their results as outlined in the BBC Rules and Regulations, Section 934. Appeals must be submitted in writing within 15 days after notification of the examination results to: Board of Barbering and Cosmetology, P.O. Box 944226, Sacramento, CA 94244-2260. The BBC shall only consider appeals regarding significant procedural error or adverse environmental conditions during the test administration. All appeals must include the candidate's name, address, daytime telephone number, name of examination and date taken, examination site and the BBC file number.

BBC FORMS

If you need any of the forms listed below, you may download them or submit many of them online at www.barbercosmo.ca.gov. Click on Forms and Publications.

- Request for Name Change
- Request for Change of Address
- Application for Re-Examination
- Request for Reasonable Accommodation
- Interpreter Application
- Certification Request

COMPUTER-BASED TESTING SITE PROCEDURES

1. You must appear to take your examination(s) at the place and time you have been scheduled.

2. The information on this page is provided to explain what will happen (occur) when you arrive for the written exam. This document is provided to help you understand the registration and examination process.

3. You will be asked to take a seat at the registration desk.

4. You will be asked to present your identification. Refer to Page 4 for acceptable identifications.

5. You will be asked to sign the sign-in roster and enter the date.

6. Test center staff will then take your photo. And confirm your personal information.

7. You will be provided with a security agreement on the computer screen prior to taking the examination. Please read the security agreement and select "I Agree" in order to proceed with the examination. You are advised that the testing session will be taped for security purposes. Test center staff will ask if you have any unauthorized items with you. Unauthorized items are: cameras, notes, tape recorders, pagers, cellular phones, programmable calculators, valuables, PDAs, pagers or weapons. PSI is not responsible for items left in the reception area. You must place unauthorized items in your car or somewhere outside of the examination site

8. You will be given scratch paper. You will print your name and date on the scratch paper.

9. You will be taken to the computer testing station. No family or friends may wait during your test. They must leave the building.

10. You will be asked to type in your ID, read and agree to the security agreement, and then your tutorial will begin. The tutorial is provided to help you understand the functions of the computer and is presented in English. The tutorial is limited to 15 minutes. The exam time begins with question number 1.

11. There is a short, multiple-choice survey presented in English at the end of the exam. You are encouraged to participate in this survey. You will also have the chance to type in your own comments, in English, at the end of survey.

12. Test center staff will walk in and out of the testing room from time to time. If you need any help, please come out and get the staff person. You do not need to raise your hand. Test center staff will then answer your question. The staff cannot answer questions about the content of your exam.

13. At the end of your exam bring your scratch paper, go back to the reception area, and return the scratch paper to the test center staff. Your results will then be printed and handed to you.

QUY TRÌNH TẠI CHỖ KIỂM TRA VỚI MÁY TÍNH

1. Bạn phải có mặt tại địa điểm và thời gian đã được ấn định để thực hiện bài kiểm tra của mình.

2. Thông tin ở trang này sẽ được dùng để giải thích cho những gì sẽ diễn ra trong quá trình làm bài kiểm tra viết của bạn. Tài liệu này sẽ được dùng để giúp bạn hiểu được quá trình thi và đăng ký thi.

3. Bạn sẽ được yêu cầu ngồi tại bàn đăng ký.

4. Bạn sẽ được yêu cầu chứng minh nhận diện của mình. Hãy tham khảo trang 4 để biết các hình thức nhận diện được chấp nhận.

5. Bạn sẽ được yêu cầu ghi ngày và ký tên lên sổ ghi danh.

6. Nhân viên trung tâm kiểm tra sau đó sẽ chụp hình của bạn. Nhân viên phụ trách sẽ chụp hình và chứng nhận hồ sơ cá nhân của bạn.

7. Trước khi thi, trên màn hình, bạn sẽ thấy bản đồng ý về sự bảo mật. Xin vui lòng đọc bản đồng ý về sự bảo mật nầy và chọn câu "I Agree" (Tôi đồng ý) để có thể tiếp tục cuộc thi. Vì lý do bảo mật bạn sẽ được thu hình trong suốt cuộc thi. Nhân viên phụ trách sẽ hỏi nếu bạn có đem theo bất cứ vật nào không được chấp nhận. Những vật không được chấp nhận là: máy chụp hình, giấy nháp về bài học, máy thu băng, máy gọi để nhắn tin (pager) điện thoại di động, máy thảo chương trình kế toán, bảo vật, PDAs và vủ khí. PSI sẽ không chịu trách nhiệm về bất cứ vật nào bỏ quên trong phòng tiếp tân. Bạn phải bỏ tất cả những vật không được chấp nhận trong xe của bạn.

8. Bạn sẽ được phát cho tờ giấp nháp. Bạn viết bằng chữ in, tên họ và ngày thi lên tờ gIấy nháp đó.

9. Sau đó, bạn sẽ được dẫn đến một máy trạm kiểm tra mà bạn dùng trong quá trình làm bài của mình. Gia đình hoặc bè bạn của bạn không được phép ngồi đợi trong lúc bạn làm kiểm tra. Họ sẽ phải rời khỏi trung tâm.

10. Bạn sẽ được yêu cầu đánh máy vô, số thẻ của bạn, đọc và đồng ý với bản bảo mật và cuộc thi sẽ bắt đầu. Nếu đúng, bạn sẽ nhấp chuột lên từ "đúng", và bắt đầu đọc phần hướng dẫn cách làm bài thi dành cho bạn. Phần hướng dẫn được cung cấp nhằm giúp bạn hiểu các chức năng của máy tính và được viết bằng tiếng Anh. Phần hướng dẫn diễn ra trong 15 phút. Thời gian thực hiện bài kiểm tra sẽ bắt đầu bằng câu hỏi số 1.

11. Sẽ có một bài điều tra ngắn với câu trả lời ở dạng lựa chọn bằng tiếng Anh sau khi thời gian làm kiểm tra kết thúc. Chúng tôi khuyến khích các bạn tham gia bài điều tra này. Bạn cũng có cơ hội gõ vào bài điều tra ý kiến phê bình đóng góp của chính bạn, tất nhiên bằng tiếng Anh, sau khi thời gian làm bài kết thúc.

12. Thỉnh thoảng, nhân viên trung tâm kiểm tra sẽ bước quanh phòng thi. Nếu bạn cần bất kỳ sự trợ giúp nào, xin vui lòng bước ra ngoài và tìm đến một nhân viên nào đấy. Bạn không cần thiết phải giơ tay xin phép. Nhân viên trung tâm kiểm tra sẽ trả lời câu hỏi của bạn. Nhân viên trung tâm không thể trả lời các câu hỏi có liên quan đến nội dung của bài kiểm tra của bạn.

13. Khi kết thúc thời gian làm bài của bạn, màn hình cuối cùng sẽ có câu, "Xin bạn vui lòng đến gặp giám thị". Xin bạn vui lòng mang giấy nháp của mình, trở lại khu vực tiếp nhận, và trả lại giấy nháp cho nhân viên trung tâm kiểm tra. Sau đó, kết quả của bạn sẽ được in ra và chuyển đến cho bạn.

PROCEDIMIENTOS DEL CENTRO EXAMINADOR PARA LOS EXÁMENES ASISTIDOS POR COMPUTADORA

1. Debe presentarse al examen en el lugar y a la hora programados.

2. En esta página se explica todo lo que sucederá cuando llegue al centro para realizar el examen escrito. Este documento pretende ayudarle a entender el proceso de inscripción y del examen.

3. Le pedirán que tome asiento en el mostrador de inscripción.

4. Le pedirán que presente su identificación. Consulte la página 4 para conocer cuáles son las formas de identificación aceptadas.

5. Le pedirán que firme la *lista de inscripción y que escriba la fecha.*

6. El personal del centro le tomará una fotografía y confirmará su información personal.

7. Suministrar la computadora un acuerdo de seguridad en la pantalla antes de tomar el examen. Por favor, lea el acuerdo de seguridad y selecciróne "acuerdo" para proceder con el examen. Tenga en cuenta que la sesión del examen será grabada por motivos de seguridad. El personal del centro le preguntará si lleva encima algún objeto no autorizado. Los objetos no autorizados son: cámaras, notas, grabadoras, buscapersonas, teléfonos móviles, calculadoras programables, objetos de valor, agendas personales (PDA) o armas. PSI no se hace responsable de los objetos que se depositen en el área de recepción. Los objetos no autorizados puede dejarlos en el automóvil o, si lo desea, puede solicitar al personal del centro que se los guarde en un lugar seguro.

8. Le proporcionarán papel borrador. Tiene que escribir (letra de molde) su nombre y la fecha en el papel de apuntes.

9. Le llevarán hasta la computadora donde debe realizar el examen. No se permitirá que los familiares ni amigos le esperen mientras usted realiza el examen. Deberán abandonar el edificio.

10. Le pedirán que escribir por computadora su identificación, lee y conviene el acuerdo de seguridad, y entonces su tutor comenzará.. El tiempo máximo disponible para el tutorial es de 15 minutos. El examen empieza con la pregunta n.º 1.

11. Al final del examen aparecerá una pequeña encuesta tipo test (en inglés). Le animamos a que participe en ella. Después de la encuesta, tendrá la oportunidad de escribir los comentarios que desee (en inglés).

12. El personal del centro irá pasando de vez en cuando por la sala del examen. Si necesita ayuda, solicítesela a ellos directamente. No es necesario que levante la mano. Le responderán cualquier pregunta que tenga. Tenga en cuenta, sin embargo, que el personal del centro no responde preguntas relacionadas con el contenido del examen.

13. Al final del examen, la última pantalla dice *Please go see the Proctor* ('Vaya a ver al supervisor'). En ese momento, vaya al área de recepción y devuelva el papel borrador al personal del centro. Ellos imprimirán los resultados del examen y se los entregarán en una hoja.

컴퓨터 기반 시험장 절차

1. 귀하는 반드시 예약된 장소와 시간에 시험을 치루도록 나오셔야 합니다.

2. 본 페이지에 있는 정보는 필기 시험을 치루기 위해 도착하실 경우 무슨 일들이 발생하는 가를 설명해 드리기 위해 제공됩니다. 본 문서는 등록 및 시험 과정의 이해를 돕기 위해 제공됩니다.

3. 등록 책상에 앉도록 요청받으실 것입니다.

4. 신분증을 제시하도록 요청받으실 것입니다. 허용되는 신분증에 관해서는 4 페이지를 참조해 주십시오.

5. 서명 명단에 서명하고 날짜를 기입하도록 요청받으실 것입니다.

6. 그다음 테스트 센터 직원은 귀하의 사진을 촬영할 것입니다. 이후, 귀하 개인 정보를 확인하게 됩니다.

7. 시험을 치루기 전에 컴퓨터 화면에서 보완 동의가 나타납니다. 보안 동의를 읽어 주시고 시험을 치루기 위해서는 "동의함(I Agree)"을 선택해 주십시오. 보안 상 시험 세션이 녹화된다는 것을 통지받습니다. 테스트 센터 직원은 귀하가 승인받지 않은 물품을 휴대하고 있는 지 묻게 됩니다. 승인받지 않은 물품은 다음과 같습니다. 카메라, 공책, 테이프 녹화기, 페이저, 휴대폰, 프로그램 가능한 계산기, 가치 있는 물품, PDA, 무기. PSI는 접수처 지역에 남겨진 물품들에 대해 책임을 지지 않습니다. 승인받지 않은 물품은 반드시 귀하 차량에 보관해야 합니다.

8. 메모 용지가 제공됩니다. 이 메모 용지에 귀하 이름과 날짜를 기재해야 합니다.

9. 이제 컴퓨터 테스트 지역으로 입장하게 됩니다. 가족 또는 친구는 시험 중 기다려야 합니다. 이러한 분들은 반드시 건물 밖에 있어야 합니다.

10. 귀하 ID를 입력한 후, 보안 동의를 읽고 동의하도록 요청되고, 그런 후 시험 튜토리얼이 시작됩니다. 튜토리얼은 컴퓨터 기능의 이해를 돕기 위해 영어로 제공됩니다. 튜토리얼은 15분의 제한 시간을 갖습니다. 시험 시간은 1번 문제와 함께 시작됩니다.

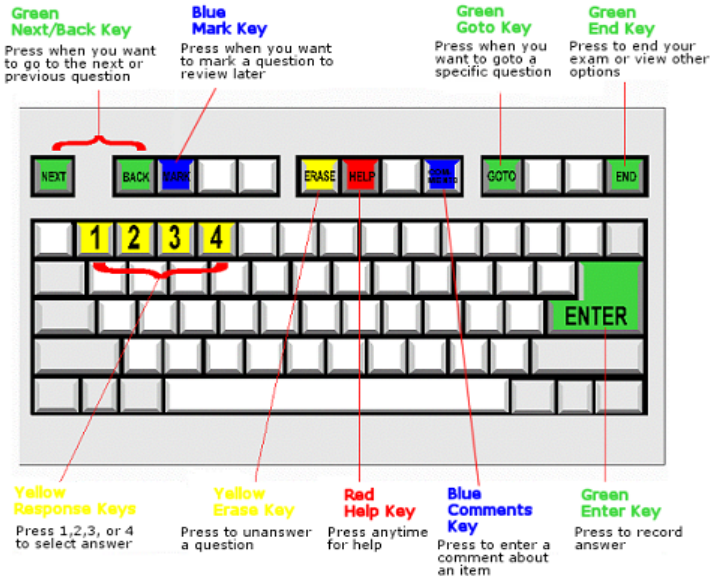
11. 시험 후, 영어로된 간략한 다항 선택식의 설문조사가 있습니다. 이 설문조사에 참여하도록 권장됩니다. 또한 설문조사 후 영어로 귀하 본인의 의견을 입력할 기회가 제공됩니다.

12. 테스트 센터 직원은 때때로 시험실을 걸어다닐 것입니다. 도움이 필요할 경우, 나오셔서 직원에게 요청하십시오. 손을 들 필요가 없습니다. 그러면 테스트 센터 직원은 귀하의 질문에 답변해 드릴 것입니다. 해당 직원은 시험 내용에 관한 질문에는 답변해 드릴 수 없습니다.

13. 시험이 종료되면 귀하 메모 용지를 갖고 접수처로 다시 돌아가서, 메모 용지를 테스트 센터 직원에게 반환하십시오. 그다음, 귀하의 시험 결과가 인쇄되어 제공됩니다.

TAKING THE WRITTEN EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here.



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.

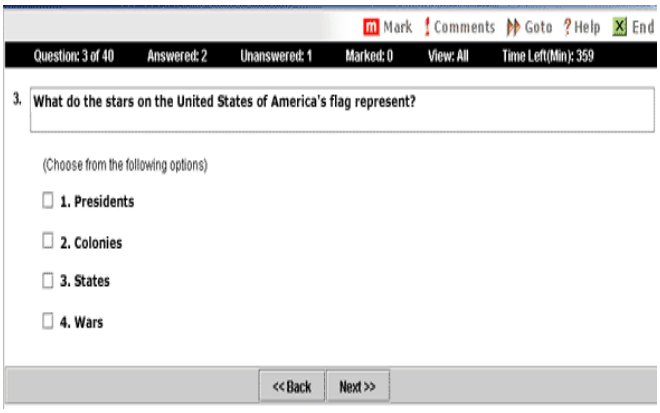
TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard 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 as part of the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

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.

EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



SCOPE OF WRITTEN EXAMINATION FOR BARBERS

THE LICENSE EXAMINATION

The examination consists of two parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

1. A scaled score of at least 75 on the practical
2. A scaled score of at least 75 on the written

If you pass you will be issued a license immediately.
If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART — 100 POINTS

SCIENTIFIC CONCEPTS 40%

Infection Control and Safe Practices

- ◊ Bacteriology
  - Types of bacteria
  - Growth and reproduction
- ◊ Viruses
  - Types
  - Transmission
- ◊ Immunity
- ◊ Parasites
- ◊ Methods of infection control
  - Sterilization
  - Disinfection
  - Sanitation
- ◊ Federal Regulations and Universal Precautions

Tools, Implements and Equipment

- ◊ Safe usage
- ◊ Care and maintenance

Anatomy and Physiology

- ◊ Cells
- ◊ Tissues
- ◊ Organs
- ◊ Physiological systems
  - Skeletal system
  - Muscular system
  - Nervous system
  - Circulatory system

Chemistry

- ◊ Water
- ◊ Shampoos and conditioners
- ◊ Chemical agents (e.g. chemical waving, chemical relaxing, hair coloring)
- ◊ Styling aids

Electricity and Light

- ◊ Types of electric current
- ◊ Safety devices
- ◊ Electrotherapy
  - Modalities (e.g., high frequency, faradic)
  - Light therapy

Skin Histology

- ◊ Anatomy of the skin
  - Layers of the skin
  - Glands of the skin
  - Types of nerves in the skin
  - Skin color
- ◊ Functions of the skin
- ◊ Disorders of the skin

Hair and Scalp

- ◊ Structure and growth of the hair
- ◊ Disorders of the hair
- ◊ Disorders of the scalp

FACIAL AND SHAVING SERVICES 15%

Draping Procedures Related to Facial and Shaving Services

Facial Treatments

- ◊ Massage manipulations
- ◊ Equipment
- ◊ Facials
  - Preparing the client
  - Skin types
  - Skin analysis
  - Products
  - Procedures

Shaving Procedures and Facial Hair Design

- ◊ Tools and equipment
- ◊ Facial shaving
  - Preparing the facial hair for service
  - Positions and strokes
- ◊ Mustaches and beards
  - Design
  - Procedures

HAIR CARE SERVICES 20%

Client Consultation

- ◊ Scalp analysis
- ◊ Hair analysis
  - Texture
  - Density
  - Porosity
  - Elasticity
  - Color
  - Resistant hair

Draping Procedures Related to Shampooing and Haircutting

Haircutting and Styling

- ◊ Basic principles
  - Facial shapes
  - Head forms
- ◊ Elements of design
  - Shape
  - Line
  - Wave pattern/texture
  - Proportion and balance
  - Color
- ◊ Haircutting methods and procedures
  - Shears
  - Clippers
  - Razor
  - Tapering and fading
  - Blending and texturing
  - Outline/neck shave
- ◊ Hair styling methods
  - Blow-dry styling
  - Thermal styling
  - Wet-hair styling
- ◊ Head shaving
  - Preparation
  - Safety
- ◊ Hairpieces
  - Materials (i.e., human or synthetic)
  - Sizing
  - Attachment methods
  - Styling
  - Maintenance

Treatment of the Hair and Scalp

- ◊ Shampoo service
  - Product selection
  - Procedures
- ◊ Scalp treatments
  - Product selection
  - Equipment
  - Procedures

CHEMICAL SERVICES 25%

Draping Procedures Related to Chemical Services

Safety Procedures Related to Chemical Services

Performing Client Consultation

◊ Scalp analysis
◊ Hair analysis
- Texture
- Density
- Porosity
- Elasticity
- Color
- Resistant hair

◊ Record keeping

Chemical Texture Services

◊ Chemical waving (e.g. permanent waving)
- Procedures
- Products

◊ Reformation curls
- Procedures
- Products

◊ Chemical hair relaxing
- Procedures
- Products

Haircolor and Lightener

◊ Color theory
- Law of color
- Tone
- Level

◊ Haircoloring
- Procedures
- Products

◊ Hair Lightener
- Procedures
- Products

◊ Mustaches and beards
- Procedures
- Products

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Barber Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. Anthrax and tetanus bacilli form which of the following types of spore?
   a. Mitosis
   b. Flagella
   c. Spherical
   d. Infectious

2. All French style shears
   a. are cobalt metal.
   b. have a finger brace.
   c. are made in France.
   d. have tight pivots.

3. Prior to a shaving service the headrest must be
   a. washed and dried.
   b. disinfected and covered.
   c. washed and removed.
   d. sanitized and sterilized.

4. To avoid damage to muscle tissue, the movements of a massage are directed
   a. away from the origin of the muscle.
   b. toward the origin of the muscle.
   c. around the origin of the muscle.
   d. above the origin of the muscle.

5. Which of the following can permanently relieve split ends?
   a. Applying oil to the ends
   b. Using a styling gel on the ends
   c. Moistening the ends
   d. Cutting the ends

6. The diameter of a single strand of hair is also called
   a. growth pattern.
   b. porosity.
   c. density.
   d. texture.

7. What should be performed **FIRST** before applying permanent hair color?
   a. Strand test
   b. Patch test
   c. Curl test
   d. Texture test

8. Before sodium hydroxide processing, hair should be analyzed to determine its
   a. acidity.
   b. alkalinity.
   c. texture, porosity and elasticity.
   d. density, color and end bonds.

Answers

1. c	2. b	3. b	4. b
5. d	6. d	7. b	8. c

BARBER REFERENCES

Milady's Standard Textbook of Professional Barbering, 2006
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Milady's Standard Textbook of Professional Barber-Styling Rev. Ed., 1999
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

NIC Health and Safety Standards
NIC, Inc., October 2002
www.nictesting.org

SCOPE OF WRITTEN EXAMINATION FOR COSMETOLOGISTS

THE LICENSE EXAMINATION

The examination consists of two parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

3. A scaled score of at least 75 on the practical
4. A scaled score of at least 75 on the written

If you pass both parts you will be issued a license immediately.
If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART — 100 POINTS

SCIENTIFIC CONCEPTS 30%

Infection Control

◊ Microbiology
- Bacteria
- Viruses
- Parasites
- Immunity
- Prevention

◊ Methods of infection control
- Sanitation
- Disinfection
- Sterilization

◊ Federal regulations
- OSHA guidelines
- Material Safety Data Sheets (MSDS)
- Environmental Protection Agency (EPA)
- Food and Drug Administration (FDA)
- Universal precautions

◊ First Aid
- Minor bleeding
- Minor burns
- Minor eye irritation

Human Anatomy

◊ Cells
◊ Tissue
◊ Organs
- Heart
- Lungs
- Skin

Basic Physiology (Body Systems)

◊ Skeletal system
- Skull
- Bones of the face
- Bones of the neck
- Bones of the shoulders
- Bones of the arms and hands
- Bones of the legs and feet

◊ Muscular system
- Scalp muscles
- Mastication muscles
- Mouth muscles
- Muscles of the eye and nose
- Muscles of the arms and hands
- Muscles of the legs and feet
- Muscles of the neck
- Muscles of the shoulders and upper back

◊ Types of joints
◊ Circulatory system
- Blood-vascular or cardiovascular system
- Lymph-vascular system

◊ Endocrine system
◊ Respiratory system
◊ Integumentary system
◊ Nervous system
◊ Excretory system

Ergonomics/Body Positioning

Basic Principles of Chemistry

◊ Matter
◊ The pH scale
◊ Nutrition
◊ Medication
◊ Compounds
◊ Mixtures
◊ Product ingredients
◊ Product labeling
◊ Product safety

Basic Principles of Electricity

◊ Electric current
◊ Electricity in cosmetology
- Electrotherapy
- Light therapy

HAIR CARE AND SERVICES 40%

Trichology

◊ Properties and structure of the hair and scalp
- Shaft
- Root
- Keratinization

◊ Hair analysis and hair quality
- Porosity
- Elasticity
- Texture
- Density

◊ Stages of hair growth
◊ Hair loss
◊ Conditions of the scalp and hair
- Disorders
- Diseases

Draping Procedures

◊ Shampooing
◊ Haircutting
◊ Chemical services
◊ Thermal

Shampooing, Conditioning, Massaging and Brushing Procedures

◊ Hair analysis
◊ Scalp analysis
◊ Shampooing
- Product selection
- Procedure

◊ Conditioning
- Product selection
- Procedure

◊ Scalp treatments
◊ Scalp massage

Principles of Hair Design

◊ Elements of hair design
- Form
- Line/Direction
- Growth pattern
- Texture
- Color

◊ Principles of balance and design
◊ Facial shapes

Haircutting Procedures

◊ Client consultation
- Desired look
- Face shape
- Lifestyle and/or climate
- Hair analysis

◊ Principles of haircutting
- Areas of the head
- Elevation or projection
- Lines and angles
- Crosschecking
- Texturizing

◊ Tools and safety
- Electrical
- Manual

◊ Basic haircuts
- Solid form or blunt haircut
- Graduated form
- Layered form
- Combination form

Hairstyling Procedures

◊ Client consultation
◊ Wet styling
◊ Thermal styling
◊ Braiding

Wigs, Hair Enhancements and Extensions

◊ Client consultation
◊ Wigs and hair enhancements

- Wig composition (e.g., human or synthetic)
- Wig construction (e.g., cap and capless)
- Wig care

◊ Hair extensions and additions

Chemical Services Consultation

◊ Hair analysis
◊ Scalp analysis
◊ Predisposition (skin patch) test
◊ Preliminary strand test
◊ Desired results

Chemical Services

◊ Chemical waving
- pH balance of chemical waves
- Chemical waving procedures

◊ Chemical hair relaxers
- pH balance of chemical hair relaxers
- Chemical hair relaxing procedures

Haircoloring Procedures

◊ Law of color
◊ Types of haircolor
- Temporary haircolor
- Semi-and demi-permanent haircolor
- Permanent
- Lighteners

◊ Haircolor applications
- Virgin
- Retouch
- Color correction

SKIN CARE AND SERVICES 15%

Skin Histology

◊ Composition of the skin
- Layers of the skin
- Nerves of the skin
- Glands of the skin
- Types of skin
- Skin pigmentation

◊ Conditions of the skin
- Disorders
- Diseases

◊ Functions of the skin

Skin Care Services Consultation

◊ Skin analysis
◊ Health history

Draping Procedures for Facial Services

Temporary Hair Removal Procedures

◊ Shaving
◊ Tweezing
◊ Waxing
◊ Depilatories
◊ Threading
◊ Sugaring

Facial Procedures

◊ Skin care tools
- Equipment
- Implements
- Products and supplies

◊ Facial treatments
- Electrical therapy
- Massage manipulations
- Topical applications

Facial Makeup Application

◊ Makeup color theory
◊ Cosmetic application procedures
- Basic
- Specialty
- Corrective

◊ Artificial eyelashes
- Predisposition test
- Application

◊ Eyelash and eyebrow coloring

NAIL CARE AND SERVICES 15%

Nail Care Service Consultation

Nail Structure

◊ Nail composition
◊ Nail growth
◊ Nail conditions
- Disorders
- Diseases

Manicure and Pedicure Procedures

◊ Nail care tools
- Equipment
- Implements
- Products and supplies

◊ Types of manicures and pedicures
- Basic manicure and pedicure
- Specialty manicures and pedicures

◊ Massage procedures
- Hand and arm massage
- Foot and leg massage

◊ Infection control procedures for pedicure basin

Advanced Nail Care

◊ Preservice and postservice procedures
◊ Nail tips
◊ Nail wraps and overlays
- Acrylics
- Gels

◊ Nail art

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Cosmetology Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. Which of the following substances is usually contained in a toner?
   a. Metallic dye
   b. Compound dye
   c. Vegetable tint
   d. Oxidation tint

2. Which one of the following should be applied to the skin after removal of whiteheads?
   a. A caustic
   b. Deodorant
   c. An antiseptic
   d. Bleaching cream

3. Before disinfecting combs and brushes, they should be
   a. wiped with a towel.
   b. wiped with a tissue.
   c. rinsed in cold water.
   d. cleaned with soap and warm water.

4. What is the process used in tapering and thinning with scissors?
   a. Clipping
   b. Slithering
   c. Razor cutting
   d. Layer cutting

5. The action of chemical hair relaxers causes the hair to
   a. stop growing.
   b. harden and set.
   c. form new curls.
   d. soften and swell.

6. When should a predisposition test be performed?
   a. When the scalp has cuts
   b. Before applying peroxide
   c. Before every application of oxidizing tints
   d. Before any application of vegetable coloring

7. At what part of the nail does growth start?
   a. Wall
   b. Matrix
   c. Lunula
   d. Cuticle

8. What is the function of sebum?
   a. To dry the skin
   b. To harden the skin
   c. To cleanse the skin
   d. To lubricate the skin

9. Sterilization is the process of
   a. keeping bacteria alive.
   b. destroying offensive odors.
   c. destroying beneficial microorganisms only.
   d. destroying both harmful and beneficial bacteria.

10. Where should freshly laundered towels be kept?
   a. On a clean shelf
   b. In any convenient place
   c. In a closed cabinet or drawer
   d. In neat stacks by the shampoo bowl

Answers

1. d	4. b	7. b	10. c
2. c	5. d	8. d	
3. d	6. c	9. d	

COSMETOLOGY REFERENCES

Milady's Standard Cosmetology, 2012
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Salon Fundamentals, Cosmetology, 2007
Pivot Point International, Inc.
Evanston, IL 60201
(800) 886-4247
www.pivot-point.com

Cosmetology Career Concepts, Haircutting, Hairdesigning, Haircoloring, and Success Dynamics, 2010
CLiC International
396 Pottsville-St. Clair Highway
Pottsville, PA 17901
(800) 207-5400
www.clicusa.com

NIC Health and Safety Standards
NIC, Inc., October 2002
www.nictesting.org

NIC Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's for All Industry Modalities
NIC, Inc., August 2007
www.nictesting.org

OPTIONAL REFERENCES

Milady's Standard Cosmetology, 2004 & 2008
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Salon Fundamentals Cosmetology, 2004 & 2006
Pivot Point International, Inc.
Evanston, IL 60201
(800) 886-4247
www.pivot-point.com

Milady's Standard Nail Technology, 2007
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

SCOPE OF WRITTEN EXAMINATION FOR ELECTROLOGISTS

THE LICENSE EXAMINATION

The examination consists of two parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

1. A scaled score of at least 75 on the practical
2. A scaled score of at least 75 on the written

If you pass both parts you will be issued a license immediately.

If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART — 100 POINTS

SCIENTIFIC CONCEPTS 65%

Infection Control

- ◊ Microbiology
  - Bacteria
  - Viruses
  - Fungi
  - Parasites
- ◊ Methods of infection control
  - Heat
  - Chemical agents
  - Ultraviolet
- ◊ Levels of infection control
  - Sanitation
  - Disinfection
  - Sterilization
- ◊ Safety procedures
  - Center for Disease Control (CDC)
  - OSHA standards
  - Chemicals (labeling, mixing, storage)

Basic Concepts of Electricity

- ◊ Characteristics of electricity and electrical measurement
- ◊ Types
  - Direct currents
  - Alternating Currents
- ◊ Modalities of Electrolysis
  - Galvanic
  - Thermolysis
  - Blend

Basic Chemistry

- ◊ Organic and inorganic matter
- ◊ Elements, compounds, and mixtures
- ◊ Acidity/alkalinity (pH)
- ◊ Effect of galvanic action

Human Physiology and Anatomy

- ◊ Cells
- ◊ Tissues
- ◊ Organs
- ◊ Systems and their functions
- ◊ Understand skin histology
  - Layers of the skin
  - Structures of the skin
  - Functions of the skin
- ◊ Diseases and disorders of the skin
  - Primary lesions
  - Secondary lesions
  - Sebaceous disorders
  - Sudoriferous disorders
  - Pigmentation
  - Inflammation
  - Hypertrophies
- ◊ Hair and its growth cycle
  - Hair structure
  - Hair types
  - Hair growth cycles
  - Regrowth
  - Excessive hair growth

SERVICES 35%

Consultation

- ◊ Confidentiality
- ◊ Previous treatments
- ◊ Explanation of treatment
  - Possible effects from treatment
  - Expected result of treatment
  - Grounded plugs
- ◊ Effects of temporary hair removal
  - Physical
  - Chemical (i.e. depilatory)
- ◊ After-care/home care

Client Record Keeping

- ◊ Medical history
  - Conditions
  - Contraindications
  - Medications
- ◊ Record of treatment
  - Modality used
  - Machine settings
  - Treatment area
  - Size and type of needle/probe
  - Products used

Safe Practices

- ◊ Equipment & supplies
  - Equipment operation and maintenance
  - Safety procedures
  - Types of machines
  - Use and care of needles/probes
  - Disposable supplies
- ◊ Client Protection
  - Draping procedures
  - Eye protection
  - Maltreatment
- ◊ Positioning
  - Client
  - Electrologist
- ◊ Selection of needle or probe
  - Skin type
  - Hair type
- ◊ Insertion of needle/probe

  Angle
  Depth

Treatment Selection

- ◊ Electrolysis
- ◊ Thermolysis
- ◊ Blend

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Electrology Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. Disease producing bacteria are called
   a. hyperemia.
   b. pathogenic.
   c. hypo-allergenic.
   d. non-pathogenic.

2. Which of the following would result in the GREATEST production of lye?
   a. Increase both current and time
   b. Decrease both current and time
   c. Increase current and decrease time
   d. Decrease current and increase time

3. Hair grows from the papilla by multiplication of the
   a. matrix cells.
   b. stratum lucidum.
   c. papillary layer.
   d. reticular region.

4. What temporary method of hair removal accelerates the shedding of the horny layer of the skin?
   a. Bleaching
   b. Depilatory
   c. Threading
   d. Clipping

5. Electrolysis is recognized as the only proven method of permanent hair removal by the
   a. Environmental Protection Agency (EPA).
   b. Food and Drug Administration (FDA).
   c. Centers for Disease Control (CDC).
   d. Occupational Safety and Health Administration (OSHA)

Answers

1. b	**4. b**
2. a	**5. b**
3. a	

ELECTROLOGY REFERENCES

Milady's Hair Removal Techniques: A Comprehensive Manual, 2004, Bickmore, Helen, R., Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

Electrolysis, Thermolysis, and the Blend
The Principles and Practices of Permanent Hair Removal, 9th ed., 1994
Arroway Publishing

Modern Electrology: Excess Hair, Its Causes and Treatments, 1987
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

Cosmetic and Medical Electrolysis and Temporary Hair Removal
A Practice Manual and Reference Guide, 2nd Ed., 1997
Medric Ltd.
Toronto, Ontario
(416) 590-9842

Infection Control Standards for the Practice of Electrology
American Electrology Association

OPTIONAL REFERENCES

NIC Health and Safety Standards
NIC, Inc., October 2002
www.nictesting.org

SCOPE OF WRITTEN EXAMINATION FOR ESTHETICIANS

THE LICENSE EXAMINATION

The examination consists of two parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

1. A scaled score of at least 75 on the practical part
2. A scaled score of at least 75 on the written part

If you pass both parts you will be issued a license immediately.

If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART — 100 POINTS

SCIENTIFIC CONCEPTS 60 %

Sanitation and Infection Control

- ◊ Microbiology
  - Pathogenic & non-pathogenic bacteria
  - Viruses
  - Animal and plant parasites (e.g., lice, fungi)
- ◊ Levels of infection control
  - Sanitation
  - Disinfection
  - Sterilization
- ◊ Methods of infection control
- ◊ Safety procedures
  - OSHA bloodborne pathogen standards
  - Material Safety Data Sheets (MSDS)
  - Blood spill procedures

Human Physiology and Anatomy

- ◊ Cells
  - Structure
  - Growth & reproduction
- ◊ Tissues
- ◊ Organs
- ◊ Systems and their functions
  - Skeletal
  - Muscular
  - Nervous
  - Vascular/circulatory

Integumentary System and Skin Histology

- ◊ Structure and function of the layers of the skin
  - Epidermis
  - Dermis
  - Subcutaneous
- ◊ Glands
  - Sebaceous
  - Sudoriferous
- ◊ Functions of the skin
  - Protection
  - Sensation
  - Temperature regulation
  - Excretion
  - Secretion
  - Absorption

Disorders of the Sebaceous and Sudoriferous Glands

Skin Conditions, Disorders, and Diseases

- ◊ Inflammation and rashes
- ◊ Pigmentation
- ◊ Skin growths and lesions

Hair, Follicle, and its Growth Cycle

Basic Chemistry

- ◊ Acidity/Alkalinity (pH)
- ◊ Organic and inorganic

Skin Care Products

- ◊ Ingredients
- ◊ Composition

Factors that Affect the Skin

- ◊ Intrinsic factors
- ◊ Extrinsic factors

ESTHETICS PRACTICES 40 %

Skin Analysis and Implementation Procedures related to Consultation, Documentation, and Treatment

- ◊ Client consultation
- ◊ Draping
- ◊ Skin analysis
  - Skin types
  - Fitzpatrick Scale
- ◊ Treatment protocol
- ◊ and contraindications
- ◊ Documentation

Product Application and Removal Procedures

Cleansing Procedures

Steaming Procedures

Exfoliation Procedures

- Chemical
- Physical

Extraction Procedures

Massage Manipulations and Their Effects

- ◊ Effleurage
- ◊ Petrissage
- ◊ Friction
- ◊ Tapotement
- ◊ Vibration
- ◊ Dr. Jacquet

Appropriate Use for Masks

Electricity and Use of Electrical Devices

Hair Removal Procedures

Color Theory and Makeup Application

General Knowledge of Specialized Services

- ◊ Face and body treatments (e.g., body wraps, aromatherapy, body scrubs, lymphatic drainage, reflexology, camouflage makeup, hydrotherapy)
- ◊ Terminology related to cosmetic procedures

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Esthetics Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. What is the term for the scientific study of the skin?
   a. Myology
   b. Angiology
   c. Physiology
   d. Dermatology

2. A product containing antiseptic reaches what level of decontamination?
   a. Disinfection
   b. Sterilization
   c. Ionization
   d. Sanitation

3. Which of the following is also referred to as the basal layer?
   a. Stratum granulosum
   b. Stratum lucidum
   c. Stratum germinativum
   d. Stratum corneum

4. During the anagen phase of hair growth, the hair is
   a. beginning to destroy itself.
   b. actively growing.
   c. shedding.
   d. disconnecting from the papilla.

5. A new client schedules for a series of chemical exfoliation treatments. When should the consultation form be reviewed and signed?
   a. Monthly
   b. Annually
   c. At the first treatment
   d. At each treatment

6. Dilated capillaries that can be seen beneath the surface of the skin are known as
   a. seborrhea.
   b. keratoma.
   c. telangectasia.
   d. dehydrated.

7. Melanocytes that are more active will produce
   a. lighter skin.
   b. darker skin.
   c. sebaceous skin.
   d. dry skin.

8. In addition to softening sebum, another function of a facial steamer is to
   a. oxygenate the skin.
   b. moisturize the skin.
   c. decrease circulation.
   d. detoxify the skin.

Answers

1. d	3. c	5. d	7. b
2. d	4. b	6. c	8. a

REFERENCES

Milady's Standard Fundamentals for Estheticians10th Ed., 2009
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Salon Fundamentals Esthetics 2007, 2005, 2004, 2002
Pivot Point International, Inc.
Evanston, IL 60201
(800) 866-4247
www.pivot-point.com

Milady's Standard Fundamentals for Estheticians 9th Ed., 2004, 2003
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Modern Esthetics, Gambin, 1992
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Milady's Standard Cosmetology, 2004
Milady
5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

NIC Health and Safety Standards
NIC, Inc., October 2008
www.nictesting.org

SCOPE OF WRITTEN EXAMINATION FOR MANICURISTS

THE LICENSE EXAMINATION

The examination consists of two-parts, a written part and practical part. Both parts are scheduled for the same day.

To pass the examination, you must achieve all of the following:

1. A scaled score of at least 75 on the practical
2. A scaled score of at least 75 on the written

If you pass both parts you will be issued a license immediately.
If you fail you will be given a form showing the scores in each category, the areas of failure, and an application form for re-examination with instructions.

SCOPE OF THE WRITTEN PART — 100 POINTS

SCIENTIFIC CONCEPTS 45%

Infection Control Procedures

◊ Microbiology
- Pathogenic and non pathogenic bacteria
- Viruses

◊ Methods of infection control
- Chemical agents
- Heat

◊ Levels of infection control
- Sanitation
- Disinfection
- Sterilization

◊ Safety Procedures
- Disposal
- Storage

Basic Human Anatomy and Physiology

◊ Skin of the hands and feet
- Function
- Structure
- Disorders and diseases
  - Abnormal pigmentation
  - Infections
  - Inflammations
  - Lesions

◊ Systems and their functions
- Skeletal system
  - Arms
  - Hands
  - Legs
  - Feet
- Muscular system
  - Forearms
  - Hands
  - Lower legs
  - Feet
- Blood vascular (circulatory) system
- Nervous system

Nail Composition

◊ Structure
- Cuticle
- Free edge
- Hyponychium
- Matrix
- Nail bed
- Nail folds/grooves
- Nail plate

◊ Disorders and diseases of the nail
- Abnormal nail growth or formation (e.g., trumpet, tile-shaped, egg shell, onychauxis)
- Brittle
- Bruised
- Corrugations and furrows
- Discolored nails
- Fungus, infections, and molds
- Hangnail
- Ingrown
- Leuconychia (white spots)
- Melanonychia (black band under or within the nail plate)
- Onychia (inflammation of entire nail)
- Onycholysis (lifting of the nail)
- Paronychia (infection of the tissue around the nail)
- Pterygium (overgrowth of cuticle)

Basic Chemistry

◊ Nail service products
- Acetone and non-acetone
- Alum (styptic)
- Antiseptic
- Brush cleaner
- Catalyst/activator
- Cuticle cream and solvents
- Exfoliants
- Gels (e.g., light-cured, no light-cured)
- Moisturizers
- Monomer
- Nail adhesives
- Nail enamel/ polish/treatments
- Polymer
- Priming agent

◊ OSHA hazard communication standard
- MSDS standard
- Product safety
  - Labeling
  - Storage
  - Ventilation
  - Disposal

NAIL TECHNOLOGY PROCEDURES 55%

General Nail Technology Procedures

◊ Client consultation
◊ Contraindications
◊ Nail assessment
◊ Service protocol
◊ Documentation

Nail Service Tools

◊ Equipment
◊ Implements
◊ Supplies, products, and materials

Natural Nail Service Procedures (Manicure and Pedicure)

◊ Sanitize
◊ Remove polish
◊ Shape nails
◊ Apply cuticle remover
◊ Soften cuticles in warm soak
◊ Exfoliate (pedicure)
◊ Push back cuticle
◊ Remove excess cuticle
◊ Clean nails (i.e., top and free edge)
◊ Buff nails
◊ Apply cuticle oil
◊ Apply lotion for
◊ massage
◊ Remove traces of oil or lotion on/under nails
◊ Apply polish

Basic Massage Movements

◊ Effleurage
◊ Friction
◊ Petrissage
◊ Tapotement

Apply, Repair and Maintain Nails

◊ Tips
◊ Acrylic
- Backfill
- Fill
- Overlays
- Sculpted
- Tips

◊ Wraps
- Fill

- Overlays
- Tips

◊ Gels
- Light-cured
  - Backfill
  - Fill
  - Overlays
  - Sculpted
  - Tips
- No light-cured
  - Fill
  - Overlays
  - Tips

Electric Filing

◊ Safety procedures
- Appropriate attachment
- Appropriate speed
- Appropriate use

◊ Maintenance and disinfection

Specialty Services

◊ Hot oil/lotion therapy
◊ Paraffin treatment
◊ Scrubs
◊ Soaks

SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Nail Technology (Manicuring) Written Examination. Each question is followed by four answer choices. Only one choice is correct. Correct answers are listed following the sample questions.

1. Pumice stone is used in manicuring as
   a. an abrasive.
   b. a bleach.
   c. a lubricant.
   d. an astringent.

2. What is the **FIRST** step in performing a manicure?
   a. Shape the nails
   b. Soften the cuticles
   c. Clean under free edge
   d. Remove old polish

3. Where should all manicuring cosmetic supplies be kept when not being used?
   a. On a clean shelf
   b. On the manicuring table
   c. In a clean manicuring kit
   d. In clean, closed containers

4 Which one of the following is a condition in which the cuticle splits around the nail?
   a. Hangnails
   b. Pterygium
   c. Onychophagy
   d. Onychorrhexis

5. Nerves and blood vessels are found in the nail
   a. bed.
   b. wall.
   c. plate.
   d. grooves.

6. An antiseptic is used in manicuring to
   a. bleach the nails.
   b. treat minor cuts.
   c. smooth corrugated nails.
   d. give the nails a high sheen.

7. After each use, manicuring instruments should be
   a. wiped with a towel.
   b. wiped with a tissue.
   c. cleansed and disinfected.
   d. placed in dry storage.

8. For which one of the following are oil manicures recommended?
   a. Leuconychia
   b. Split nails
   c. Brittle nails
   d. Prevention of infection

9. What is the actively growing part of the nail?
   a. Lunula
   b. Matrix
   c. Mantle
   d. Free edge

10. What should be applied to a split in the nail before wrapping it?
   a. Top coat
   b. Base coat
   c. Adhesive glue
   d. Nail hardener

Answers

1. a	4. a	7. c	10. c
2. d	5. a	8. c	
3. d	6. b	9. b	

REFERENCES

Milady's Standard Nail Technology, 6th Edition, 2011
Milady, 5 Maxwell Drive
Clifton Park, NY 12065
(800) 347-7707
www.Milady.com

Salon Fundamentals Nails, 2007
Pivot Point International, Inc.
Evanston, IL 60201
(800) 886-4247
www.pivot-point.com

NIC Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's for All Industry Modalities
NIC, Inc., August 2007
www.nictesting.org

OPTIONAL REFERENCES

Milady's Standard Textbook of Cosmetology, 2008
Milady, 5 Maxwell Drive
Clifton Park, NY 12065
(800) 730-2214
www.Milady.com

Salon Fundamentals, Cosmetology, 2007
Pivot Point International, Inc.
Evanston, IL 60201
(800) 886-4247
www.pivot-point.com

NIC Health and Safety Standards NIC, Inc., October 2002 www.nictesting.org

Cleaning and Disinfecting of Circulating and Non Circulating Tubs and Spa's For All Industry Modalities.

The recommended cleaning and disinfecting standard for all circulating and non circulating tubs or spas are: (the use of eye goggles and nitrile protective gloves are recommended and exposure of the client's feet, or other skin areas of the body to disinfectants should be avoided).

1. After each client or service,
2. Drain the tub
3. Clean the tub according to manufacturer's instructions. Take special care to remove all film, especially at the water line. Rinse the tub well.
4. Fill the tub with water.
   a. Add appropriate disinfectant into the water according to the following:
      i. At Minimum, us an EPA registered, bactericidal, virucidal, fungicidal, and pseudomonacidal (Formulated for Hospitals) disinfectant that is mixed and used according to the manufacturer's directions, **EXCEPT TUBS THAT HAVE COME IN CONTACT WITH BLOOD OR BODY FLUIDS.**

      ii. **If a Tub has COME IN CONTACT WITH BLOOD OR BODY FLUIDS** at minimum, an EPA registered disinfectant that is effective against HIV –1 and human Hepatitis B Virus or Tuberculocidal that is mixed and used according to the manufacturer's directions shall be used.

   b. Allow the disinfectant to stand for non circulating tubs or to circulate for circulating tubs for the time specified according to the manufacturer's instructions.

5. **At the end of the day remove all removable parts (filters, screens drains, jets, etc)** clean and disinfect the removable parts as follows:

   a. Scrub with a brush and soap or detergent until free from debris.
   b. Rinse.
   c. Completely immerse in an EPA registered, bactericidal, virucidal, fungicidal, and pseudomonacidal (Formulated for Hospitals) disinfectant that is mixed and used according to the manufacturer's directions.
   d. Rinse.
   e. Air dry.

6. Replace the disinfected parts into the tubs. (drains, jets, etc) or, store them in a disinfected, dry, covered container that is isolated from contaminants.

Salons are choosing to purchase extra drains and removable parts so the parts can immediately be changed out with pre disinfected parts saving time between clients. If so, any part which has COME IN CONTACT WITH BLOOD OR BODY FLUIDS must at minimum be disinfected with an EPA registered disinfectant that is effective against HIV –1 and human Hepatitis B Virus or Tuberculocidal that is mixed and used according to the manufacturer's directions. Storage as in number 6 above.

Adopted August 2007
NOTE: California candidates should refer to CCR 980.1-980.3 Article 12 Health and Safety, regarding specific cleaning and disinfecting whirlpool and pipeless footspas and non whirlpool footspa basins or tubs.

C. Revised 6/2008
Ref. Revised 4/200

TESTING SITE LOCATIONS

The California examinations are administered at the PSI examination centers in California as listed below:

FAIRFIELD
324 Campus Lane, Suites C-D
Fairfield, CA 94534-1497
(818) 244-0033 x7403
.
FROM THE SOUTH: TAKE I-80 EAST/CA-12, TAKE EXIT 41 (SUISUN VALLEY ROAD/PITTMAN ROAD). TURN LEFT ONTO PITTMAN ROAD. PITTMAN ROAD TURNS INTO SUISUN VALLEY ROAD. CONTINUE ON SUISUN VALLEY ROAD. TURN RIGHT ONTO BUSINESS CENTER DRIVE. TURN LEFT ON KAISER DRIVE. TURN RIGHT ONTO CAMPUS LANE.

FROM THE NORTH: TAKE I-80 SOUTHWEST, TAKE EXIT 41 (SUISUN VALLEY ROAD/GREEN VALLEY ROAD). VEER RIGHT ON TO NEITZEL ROAD. TURN LEFT ON SUISUN VALLEY ROAD. TURN RIGHT ONTO BUSINESS CENTER DRIVE. TURN LEFT ON KAISER DRIVE. TURN RIGHT ONTO CAMPUS LANE.

GLENDALE
710 SOUTH CENTRAL AVENUE, FOURTH FLOOR
GLENDALE, CA 91204
(818) 244-0033 x7402
FROM I-5 HEADING NORTH: TAKE THE LOS FELIZ BOULEVARD EXIT EAST TO S. CENTRAL AVENUE AND TURN LEFT. THE TESTING FACILITY IS ON THE RIGHT.

FROM I-5 HEADING SOUTH: TAKE THE COLORADO BOULEVARD EXIT EAST TO S. CENTRAL AVENUE AND TURN RIGHT. THE TESTING FACILITY IS ON THE LEFT.

FROM VENTURA FWY (134): TAKE THE BRAND BOULEVARD EXIT SOUTH. TURN RIGHT ONTO COLORADO BOULEVARD, THEN LEFT ONTO S. CENTRAL AVENUE. THE TESTING FACILITY IS ON THE LEFT.

FROM GLENDALE FWY (2): TAKE THE COLORADO BOULEVARD EXIT WEST AND TURN LEFT ONTO S. CENTRAL AVENUE. THE TESTING FACILITY IS ON THE LEFT.

ANAHEIM
2301 W. LINCOLN AVE, SUITE 252
ANAHEIM, CA 92801
(714) 254-1453
DIRECTIONS FROM LA: TAKE 5 SOUTH EXIT BROOKHURST AND TURN RIGHT. TURN RIGHT ON LINCOLN (PASS A SMALL STREET NAMED MONTEREY), AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

(ORANGE COUNTY) DIRECTIONS FROM SAN DIEGO, IRVINE, MISSION VIEJO, ETC: TAKE 5N EXIT BROOKHURST AND TURN LEFT. TURN RIGHT ONTO LINCOLN (PASS A SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

IF BROOKHURST EXIT IS CLOSED: TAKE 5 N EXIT EUCLID AND TURN LEFT. TURN RIGHT ON LINCOLN (PASS BROOKHURST AND SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.
*****KEEP IN MIND THAT THE EUCLID EXIT COMES FIRST AND THEN BROOKHURST.*****
OR 91 FREEWAY: TAKE 91 W EXIT BROOKHURST AND TURN LEFT. TURN RIGHT ONTO LINCOLN (PASS A SMALL STREET NAMED MONTEREY) AND GO TO THE FIRST OPEN DRIVEWAY ON THE RIGHT.

ATASCADERO
7305 MORRO RD, SUITE 201A
ATASCADERO, CA 93422
(805) 462-8983

FROM US-101 N, TAKE THE CA-41 EXIT- EXIT 219-TOWARD MORRO RD. TURN LEFT ONTO EL CAMINO REAL. Turn LEFT onto CA-41/MORRO RD.

FROM US-101 S, TAKE THE MORRO RD/CA-41 EXIT- EXIT 219, TURN RIGHT ONTO CA-41/MORRO RD.

BURBANK
2950 N. HOLLYWOOD WAY, STE 150
BURBANK, CA 91505
FROM I-5, TAKE THE HOLLYWOOD WAY EXIT. HEAD TOWARDS THE AIRPORT. BUILDING WILL BE ON YOUR LEFT HAND SIDE APPROXIMATELY 0.7 MILES FROM FREEWAY EXIT.
IF TRAVELING WEST ON I-134, EXIT HOLLYWOOD WAY AND HEAD NORTH TOWARDS THE AIRPORT. BUILDING WILL BE ON YOUR RIGHT SIDE IN APPROXIMATELY 4 MILES.
IF TRAVELING EAST ON I-134, EXIT PASS AVENUE. TURN RIGHT ON PASS AVE. TURN LEFT ON WEST ALAMEDA. TURN LEFT ON HOLLYWOOD WAY. YOU WILL BE HEADING NORTH TOWARDS THE AIRPORT. BUILDING WILL BE ON YOUR RIGHT SIDE IN APPROXIMATELY 4 MILES.

CARSON
17420 S. AVALON BLVD, SUITE 205
CARSON, CA 90746
(310) 217-1066
FROM CA-91 E/GARDENA FWY TAKE THE AVALON EXIT. OFF RAMP WILL LEAD YOU ONTO ALBERTONI ST. MAKE A RIGHT ONTO AVALON BLVD AND WE ARE LOCATED ON THE RIGHT HANDSIDE (SAME PARKING LOT AS CARL'S JR).

FROM CA-91 W TAKE THE AVALON EXIT. MAKE A LEFT ONTO AVALON BLVD. MAKE A U-TURN ON AVALON BLVD AND ALBERTONI ST. WE ARE LOCATED ON THE RIGHT HAND SIDE. (SAME PARKING LOT AS CARL'S JR).

EL MONTE
4399 SANTA ANITA AVENUE, SUITE 110
EL MONTE, CA 91731
(626) 279-2705
FROM THE I-10E, TAKE THE SANTA ANITA AVE EXIT. TURN LEFT ONTO SANTA ANITA AVE. MAKE A U-TURN AT EMERY STREET ONTO SANTA ANITA AVE. THE TESTING SITE WILL BE ON THE RIGHT.

FRESNO
351 E. BARSTOW, SUITE 101
FRESNO, CA 93710
(559) 221-9006
FROM CA-41 S, TAKE THE BULLARD AVE EXIT. TURN LEFT ONTO E BULLARD AVE. TURN RIGHT ONTO N FRESNO ST. PASS THROUGH THE INTERSECTION OF FRESNO AND BASTOW AVE. TAKE THE FIRST DRIVEWAY ON THE RIGHT HAND SIDE.

FROM CA-41 N, TAKE THE SHAW AVE EXIT TOWARD CLOVIS. TURN RIGHT ONTO E SHAW AVE. TURN LEFT ONTO N FRESNO ST. TURN LEFT INTO THE LAST DRIVEWAY BEFORE BARSTOW AVE.

TESTING CENTER IS IN THE OFFICE COMPLEX ON THE SW CORNER OF BARSTOW AND FRESNO ST.

HAYWARD
24301 SOUTHLAND DRIVE, SUITE B-1
HAYWARD, CA 94545
(510) 784-1114
FROM I-880 N TOWARD OAKLAND, TAKE THE WINTON AVENUE EXIT. MERGE ONTO W WINTON AVE TOWARD HEALD COLLEGE. TURN LEFT ONTO SOUTHLAND DR.
FROM I-880 S TOWARD SAN JOSE/SAN MATEO BR, TAKE THE WINTON AVE WEST EXIT TOWARD HEALD COLLEGE. MERGE ONTO W WINTON AVE. TURN LEFT ONTO SOUTHLAND DR.

REDDING
2861 CHURN CREEK, UNIT C
REDDING, CA 96002
(530) 221-0945
FROM 1-5 S, TAKE THE CYPRESS AVENUE EXIT (677). TURN RIGHT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM I-5 N TOWARDS SACRAMENTO, TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 E TOWARDS REDDING, START GOING WEST ON CA-299. MERGE ONTO 1-5 S RAMP ON THE LEFT TOWARDS SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 W TOWARDS REDDING. START GOING EAST ON CA-299 TOWARDS WEAVERVILLE/REDDING. FROM 299 EAST TURN RIGHT ONTO CA-273/CA-299 E/MARKET STREET. TURN LEFT ONTO CA-299-E. MERGE ONTO 1-5 S VIA EXIT 2A TOWARDS RED BLUFF/SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

RIVERSIDE
7888 MISSION GROVE PARKWAY S., SUITE 130
RIVERSIDE, CA 92508
(951) 789-0358
FROM THE CA-91W TOWARD RIVERSIDE/BEACH CITIES, TAKE THE CENTRAL AVENUE EXIT TOWARD MAGNOLIA CENTER. TURN LEFT ONTO CENTRAL AVE. CENTRAL AVE BECOMES ALESSANDRO BLVD. VEER TO THE RIGHT, THEN STAY STRAIGHT TO GO ONTO TRAUTWEIN RD (YOU WILL PASS COMMUNICATIONS CENTER DR). TURN LEFT ONTO MISSION GROVE PKY W.

FROM THE HIGH DESERT/SAN BERNARDINO AREA 215 S, WHERE THE 60 FWY, 91 FWY AND THE 215 FWY SPLIT, TAKE 215S (SIGNS FOR THE 60 EAST INDIO). TAKE EXIT 27C FOR ALESSANDRO BLVD, TURN RIGHT ONTO E ALESSANDRO BLVD, TURN LEFT ONTO MISSION GROVE PKWY S.

SACRAMENTO
9719 LINCOLN VILLAGE DR.
BUILDING 100, SUITE 100
SACRAMENTO, CA 95827
(916) 363-6455
FROM SAN FRANCISCO/VALLEJO ON I-80 E, TAKE US-50 E TOWARD SACRAMENTO/SOUTH LAKE TAHOE. TAKE BRADSHAW ROAD, EXIT 13, TURN RIGHT ONTO BRADSHAW ROAD. TURN IMMEDIATE LEFT ONTO LINCOLN VILLAGE DR.

SAN DIEGO
5440 MOREHOUSE DRIVE, SUITE 2300
SAN DIEGO, CA 92121
(858) 550-5940
FROM 1-805 S, TAKE THE SORRENTO VALLEY RD/MIRA MESA BLVD EXIT. TURN LEFT ONTO MIRA MESA BLVD, TURN LEFT ONTO SCRANTON ROAD. TURN RIGHT ONTO MOREHOUSE DRIVE.
FROM I-805 N TOWARD LOS ANGELES, TAKE THE MIRA MESA BLVD/VISTA SORRENTO PKWY EXIT. TURN RIGHT ONTO MIRA MESA BLVD. TURN LEFT ONTO SCRANTON RD. TURN RIGHT ONTO MOREHOUSE DR.

ADDITIONAL PARKING CAN BE FOUND (on top of the AT&T building) BY CONTINUING ON MOREHOUSE PAST OUR BUILDING AND TURNING LEFT AT THE NEXT DRIVEWAY UP THE HILL

SAN FRANCISCO
150 EXECUTIVE PARK BLVD., STE 1100
SAN FRANCISCO, CA 94134
(415) 330-9700
I-80 W BECOMES US-101 S. TAKE EXIT 429 A TOWARD MONSTER PARK/TUNNEL AVE. TAKE THE RAMP TOWARD 3COM PARK. TURN RIGHT ONTO ALANNA RD. TURN LEFT ONTO EXECUTIVE PARK BLVD.

SANTA CLARA
2936 SCOTT BLVD
SANTA CLARA, CA 95054
(408) 844-0008
FROM US-101 N, TAKE THE SAN TOMAS EXPWY/MONTAGUE EXPWY EXIT- EXIT 392. TAKE THE SAN TOMAS EXPWY RAMP. MERGE ONTO SAN TOMAS EXPY/CR-G4. TURN LEFT ONTO SCOTT BLVD.

FROM I-880 S TOWARD SAN JOSE, TAKE THE MONTAGUE EXPWY EXIT (7). TAKE THE MONTAGUE EXPWY WEST RAMP. MERGE ONTO MONTAGUE EXPY/CR-G4 E. TURN LEFT ONTO E TRIMBLE RD. E TRIMBLE RD BECOMES DE LA CRUZ BLVD. TURN SLIGHT RIGHT ONTO CENTRAL EXPY/CR-G6 W. TURN SLIGHT RIGHT ONTO SCOTT BLVD.

SANTA ROSA
160 WIKIUP DRIVE, SUITE 105
SANTA ROSA, CA 95403
(707) 544-6723
FROM NORTHBOUND 101, TAKE THE RIVER ROAD/GUERNEVILLE EXIT. TURN RIGHT AT MARK WEST SPRINGS ROAD. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

FROM SOUTHBOUND 101, TAKE THE RIVER ROAD/GUERNEVILLE EXIT. TURN LEFT ON RIVER ROAD, GO ACROSS OVERPASS (TURNS INTO MARK WEST SPRINGS ROAD ON OTHER SIDE OF FREEWAY). TURN LEFT ON OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

VENTURA
4245 MARKET ST, SUITE 208
VENTURA, CA 93003
(805) 650-5220
FROM US-101N, TAKE THE TELEPHONE ROAD EXIT 65. TURN LEFT ONTO TELEPHONE ROAD. TURN RIGHT ONTO MARKET STREET.

VISALIA
3400 W MINERAL KING AVE, SUITE D
VISALIA, CA 93291
FROM CA-99N, MERGE ONTO CA-198E VIA EXIT 96 TOWARD VISALIA/SEQUOIA NAT'L PARK. TAKE THE EXIT TOWARD DEMAREE STREET. MERGE ONTO W NOBLE AVENUE. TURN LEFT ONTO S COUNTY CENTER DRIVE. TAKE THE 1ST LEFT ONTO W MINERAL KING AVENUE.

WALNUT CREEK
175 LENNON LANE, SUITE 203
WALNUT CREEK, CA 94598
(925) 906-9165
FROM I-5N, KEEP LEFT TO TAKE I-580W TOWARD TRACY/SAN FRANCISCO. MERGE ONTO I-680N VIA EXIT 44B TOWARD SACRAMENTO/WALNUT CREEK/CONCORD. TAKE THE YGNACIO VALLEY ROAD EXIT AND TURN RIGHT. TURN LEFT ONTO LENNON LANE.

Board of Barbering and Cosmetology
P.O. Box 944226
Sacramento, CA 94244-2260

STATE OF CALIFORNIA
NOTICE OF ELIGIBILITY

Your address label contains important information. The exam code on the label indicates the exam type and language (if other than English) of the exam you are scheduled to take, as well as the location, time, and date of your practical examination and same-day written examination. If you do not take your examination on the scheduled date and time or if you fail your examination, you MUST reapply with the Board of Barbering and Cosmetology and pay all required fees.

If no location, time, and date is printed above your name on the label, the Board of Barbering and Cosmetology has identified you as needing the written examination only. You must call (877) 392-6422 to schedule your written examination. If the examination language is incorrect, call (877) 392-6422 prior to your scheduled examination date to correct it.