Arkansas Department of Health
Cosmetology Section

4815 West Markham, Slot 8
Little Rock, Arkansas 72205
(501) 682-2168

CANDIDATE INFORMATION BULLETIN

Cosmetology

This *Candidate Information Bulletin ("CIB")* is intended for your use in preparing for and understanding the processes and procedures for applying for licensure and scheduling to test. The Arkansas Department of Health Cosmetology Section (the "Cosmetology Section") is responsible for licensing and regulating the profession of cosmetology in the State of Arkansas. The Cosmetology Section will exclusively use the National-Interstate Council of State Boards of Cosmetology ("NIC") examinations.

How to Apply with the Cosmetology Section: A candidate must legibly and accurately submit a completed Application for Practitioner Examination form, Certificate of Training Form (from the school) and the examination fee to the Cosmetology Section.

Eligibility Requirements: A candidate who wishes to obtain a Cosmetologist license must pass both a **written** and a **practical** examination. To qualify to take either of these examinations, a candidate **must**:
1. Have successfully completed a **1,500-**hour course of instruction in a cosmetology section-approved school of cosmetology. School must submit a completed Certificate of Training Form. Forms can be downloaded online at www.arkansas.gov/cos
2. Be at least 16 years old;
3. Must have completed the 10th grade or its equivalent

RECIPROCITY – If you hold a current license in a different state, you are required to submit a completed Reciprocity Form. Forms can be downloaded online at www.arkansas.gov/cos

Special Accommodations: If you need special accommodations under the *Americans with Disabilities Act,* you must make the request at the time you submit your Application for Practitioner Examination form or Reciprocity Form to the Cosmetology Section, along with supporting medical documentation. No interpreters are allowed for either the practical or written examinations.

Any questions regarding your eligibility status should be directed to the Cosmetology Section (see contact information listed above). **If approved, you will receive additional information from the Cosmetology Section regarding the examinations you have been approved to take.**

If you are **not** approved because of an incomplete application, discrepancies, missing documentation, including signatures, you will be notified by the Cosmetology Section and your eligibility status will be pending until you make the necessary and requested corrections. If necessary, your documentation will be returned to you by mail. All information on file with the Cosmetology Section must reflect the above eligibility requirements and met by the deadline date in order to be scheduled for the next examination date.

PRACTICAL EXAMINATION: Once you have been approved by the Cosmetology Section to take the practical examination, you will be scheduled automatically for the next examination date. (You will not need to contact the Cosmetology Section's office to schedule as this is done automatically). The Cosmetology Section will issue an ***Admission Notice*** for the practical examination approximately 7-10 days prior to the test date. If you do not receive your admission notice on the Friday prior to the approved examination date, please call the Cosmetology Section for further instructions. Any questions regarding scheduling the practical exam should be directed to the Cosmetology Section. (Once approved, you will receive a letter from the Cosmetology Section with instructions on how to schedule for your written examination.)

Fees:
Practical Examination - Fees for testing will be paid directly to the Cosmetology Section.
Written Examination - Fees for scheduling and testing will be paid directly to PSI.

Fees are as follows:
Cosmetology Practical: $65.00

Cosmetology Written: $60
*Written examination includes Arkansas State Law questions
**Reciprocity Candidates - $60 (Arkansas State Law questions ONLY)

Practical Examination Admission Requirements:
You must present your ***Admission Notice***, provided by the Cosmetology Section, along with one form of U.S. government issued identification with a photograph and your signature (i.e. driver's license, resident card, or passport) at the **practical examination** site in order to be admitted to the examination room. The identification must be current, clearly recognizable or you may not be admitted to test. It is your responsibility to be at the test center on time. Candidates will not be permitted into the examination room after your

scheduled testing time. It is strongly suggested that you visit the site before the day of the examination so you are familiar with the route and the travel time. Candidates are not permitted to bring anyone into the examination room. Candidates are not permitted to talk to one another once inside the examination room.

Exam location for the practical examination:
101 East Capitol, Suite 106
Little Rock, AR 72201

General Policies and Procedures for the Practical Examination:

Security Policies: Suspected security breaches during the practical test administrations, such as an act of impersonation, creating a disturbance, giving or receiving unauthorized information or aiding other candidates, attempting to remove test information by any means, possessing prohibited materials or sharing supplies may be sufficient cause to dismiss you from the examination site or to invalidate or cancel your scores. Suspected breaches may be identified by observation or suspicion by the test center staff, or may be evidenced by subsequent statistical analysis of examination materials. The Cosmetology Section reserves the right to investigate each incident of misconduct. The Cosmetology Section will make all final decisions on examination score invalidations or cancellations. No visitors, guests or children are allowed in the test center.

Copyrighted Exam Questions: All test questions are the express copyrighted property of NIC. It is forbidden under federal copyright law to copy, reproduce, record, distribute or display these test questions by any means, in whole or in part. Doing so may subject you to severe civil and criminal penalties, including prison incarceration and/or fined up to $250,000 for criminal violations.

Prohibited Items: No food, beverages, notebooks, magazines, backpacks, briefcases, hats, caps, reference books or electronic devices such as cameras, walkmans, radios, tape players, portable fax machines, cellular telephones, calculator watches, reproduction equipment, beepers or pagers are permitted in the examination room. If any of the aforementioned items are found in a candidate's possession, the Test Center Administrator will dismiss you immediately and provide a written report of the incident to the Cosmetology Section. Smoking or the use of tobacco is strictly prohibited in the examination room. The Cosmetology Section is not responsible for any personal items brought into the examination site.

Emergency Policy for the Practical Examination: In the event of inclement weather or similar emergency, a scheduled practical examination may be canceled or delayed. However, this decision is made only in rare instances and at the discretion of the Cosmetology Section. If a test center is open for testing, and you choose not to appear for your scheduled examination, your fee will be forfeited. You will have to reschedule your appointment and resubmit the appropriate application and fee to the Cosmetology Section. If you have reason to question whether or not a center will be closed due to an emergency, please call the Cosmetology Section to make inquiries regarding the practical examination.

Refunds and Rescheduling Policies: Rescheduling is **not** permitted for the practical examination. Unless you are hospitalized or are involved in a traffic accident on the way to the test center that prevents you from arriving on time, refunds are **not** issued nor are fees transferable for the practical examinations. Documentation of the above-noted exceptions is required.

Score Information: For the written examination, a score of 70 is required in order to pass. For the practical examination, a score of 75 is required in order to pass.

Failing Candidates: Failing candidates will receive a strength and weakness report, as well as information on how to retest. If you fail the practical examination, you will file a new application for practitioner examination form and the required fee to the Cosmetology Section to take the practical examination again.

Confidentiality: Test results are confidential and are not provided over the telephone. Do NOT call the Cosmetology Section's office for test results.

Passing Candidates: When you have passed both the written and the practical examinations, the Cosmetology Section will automatically send you your license. Please be sure to notify the Cosmetology Section of any mailing address changes. Please allow the Cosmetology Section two weeks to process and mail your license. It is not necessary to notify the Cosmetology Section that you have passed an examination; the Cosmetology Section is provided candidate scores on a daily basis.

Mannequins: The Cosmetology Section requires a mannequin for all services. The candidate must provide the necessary clamp to properly secure a mannequin head to a table during the examination.

Dress Code:
The dress code for the practical examination requires that all candidates wear any color/print scrub top and bottom scrubs and closed toe shoes. Candidates who fail to adhere to this dress code will not be admitted into the exam room.

Dismissal:
Upon dismissal for any reason, a new Examination application and appropriate fee will be required.

Cosmetology Practical Instructions

NATIONAL *HAIR DESIGN* PRACTICAL EXAMINATION

CANDIDATE INFORMATION BULLETIN (CIB)

EXAMINATION CONTENT AND IMPORTANT ADMINISTRATION INSTRUCTIONS

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

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

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

For each NIC National Practical Examination, there are TWO (2) parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- ***Examination Content*** and ***Important Instructions*** – This document provides information about the scope of content covered in the Practical examination and information and guidelines related to administration of the Practical examination.
- ***References*** – This document provides a list of references used to develop and support the content covered in NIC examinations.

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

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

PLEASE REVIEW ALL INFORMATION CAREFULLY!

IMPORTANT INSTRUCTIONS

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

  Candidates requesting information during the examination will be told one of the following statements:
    - "Do the best you can with what you have available."

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- "Do as you were taught."
  - Examiners are not allowed to speak with candidates.
  - If a candidate experiences an emergency situation, please notify the proctor by raising your hand.
- Candidates will be given time to set up the universal (also known as general) supplies they will use throughout the examination.
  - Each section of the examination has a maximum time allowance, with the exception of those specified as untimed sections.
  - Once a candidates have completed all tasks in the section, please step back or turn the hand toward the examiner (in the case of nail sections) to indicate they have finished.
  - In the event that all candidates complete a section before the time has elapsed, the examiners will proceed to the next section of the examination.
  - When the timer goes off, all candidates must stop working and step back or turn the hand toward the examiner (in the case of nail services) IMMEDIATELY.
- During all phases of the examination, candidates must follow all appropriate public protection and infection control procedures and maintain a safe work area.
  - In the event of a blood exposure incident, candidates will be expected to follow the NIC Health and Safety Standards.

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

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NIC MODEL OR MANNEQUIN REQUIREMENTS

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

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

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

SPECIAL ATTENTION

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

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

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

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

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HAIR DESIGN PRACTICAL EXAMINATION
CONTENT DOMAIN SECTIONS

The scope of the National Hair Design Practical Examination includes 10 (ten) core domain sections. The Core Domain Sections are based on the national job analysis and are noted in **bold**.

1. **Work Area and Client Preparation, and Set Up of Supplies** (First client (15 minutes)
2. **Thermal Curling** (10 minutes)
3. **Haircutting** (30 minutes)
4. **Work Area and New Client Preparation, and Set Up of Supplies** (Second client 15 minutes)
5. **Chemical Waving** (20 minutes)
6. **Predisposition Test and Strand Test with Simulated Product** (10 minutes)
7. **Highlighting with Foil, Virgin Application with Colored Simulated Product** (15 minutes)
8. **Hair Color Retouch with Colored Simulated Product** (10 minutes)
9. **Virgin Hair Relaxer Application with Colored Simulated Product** (Untimed)
10. **Blood Exposure Procedure** (10 minutes)
11. + Blow Dry Styling (10 minutes)
12. +Roller Placement (10 minutes)
13. + Fingerwaving and Pin Curl Placement – Skip Wave (10 minutes)

+Denotes Additional Sections for States that elect to test these sections. Administration of any of these sections will be performed in the numerical order outli

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CONTENT DOMAINS

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

Proctor – Verbal Instructions: Read to all candidates:
"You will prepare your work area for your client."
"You will set up the universal supplies you will use throughout the examination."
"You will also set up the supplies for the following sections of the examination:
Thermal Curling,
Haircutting,
Additional verbal instruction specific to state guidelines
"Plug your curling iron in at this time." (Read only if hot iron is used)
"You will prepare your client for services."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 15 minutes to complete this section."
"You will be informed when you have 8 minutes remaining."
"Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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2. THERMAL CURLING (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:
"You will perform Thermal Curling."
"You will form two curls on the top of the head and two curls on one side of the head."
"A complete curl must be formed from base to end."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 10 minutes to complete this section."
"You will be informed when you have 5 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

3. HAIRCUTTING (30 minutes)

Proctor – Verbal Instructions: Read to all candidates:
"You will perform a Haircut."
"You will complete a basic layered haircut using razor and shears."
"You will cut at least 1 inch of hair throughout the haircut."
"Do not remove your hair clippings from your work area until you are instructed individually, by the examiner, to do so."

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NIC Cosmetology Practical Examination – Haircutting (continued)

"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 30 minutes to complete this section."
"You will be informed when you have 15 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:
"All candidates have indicated they have completed this section of the examination. Please do nothing until the next verbal instructions are given."

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:
"Please stop working. Please do nothing until the next verbal instructions are given."

Examiner – Verbal Instructions: Read to each candidate individually:
"May I please use your comb to check the haircut?"

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

Examiner – Verbal Instructions: Read to each candidate individually after the final appearance of the haircut has been examined:
"Please clean up your hair at this time. Upon completion, please do nothing until the next verbal instructions are given."

3.9 Removes hair from work area
3.10 Maintains drape throughout section
3.11 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:
"All examiners have indicated they are ready to proceed."

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

Proctor – Verbal Instructions: Read to all candidates:
"You will breakdown your work area and dispose of supplies used in the previous sections of this examination ."
"You will prepare your work area for a NEW client."
"You will set up the universal supplies you will use for the remainder of the examination."
"You will also set up the supplies for the following sections of the examination:
Chemical Waving,
Predisposition Test and Strand Test,
Highlighting with Foil, Virgin Application,
Hair Color Retouch,
Virgin Hair Relaxer Application."
Additional verbal instruction specific to state guidelines
"Plug your wax pot in at this time." (Review your state examination guidelines)
"You will prepare your client for chemical services."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 15 minutes to complete this section."
"You will be informed when you have 8 minutes remaining."
"Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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5. CHEMICAL WAVING (20 minutes)

Proctor – Verbal Instructions: Read to all candidates:
"You will perform Chemical Waving."
"You will wrap the entire center back section of the head, from crown to nape."
"Once you are finished wrapping, please step back and do nothing until the next verbal instructions are given."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 20 minutes to complete this section."
"You will be informed when you have 10 minutes remaining."
"Do not perform the saturation procedure, a test curl, or remove a rod until instructed individually by the examiner to do so."
"Do not remove the remaining rods until you are instructed to do so."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given."

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:
"Please stop working. Please do nothing until the next verbal instructions are given."

Examiner – Verbal Instructions: Read to each candidate individually:
"Please demonstrate saturation"

5.6 Demonstrates saturation

Examiner – Verbal Instructions: Read to each candidate individually:
"Please demonstrate a test curl."

5.7 Demonstrates a test curl

Examiner – Verbal Instructions: Read to each candidate individually:
"Please remove one rod from the hair."

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NIC Cosmetology Practical Examination* –Chemical Waving *(continued)

Examiner – Verbal Instructions: Once rod is removed from the hair, read individually to candidate:
"Do not remove the remaining rods until instructed to do so."

Proctor – Verbal Instructions: Read when all examiners have indicated they are ready to proceed**:**
"All examiners have indicated they are ready to proceed."
"You will remove all remaining rods from the head and create 5 sections for the remaining chemical services."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 5 minutes to complete this section."
"You will be informed when you have 2 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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

Proctor – Verbal Instructions: Read to all candidates:
"You will perform the Predisposition Test and Strand Test for permanent hair color."
"You will demonstrate the predisposition test behind the ear."
"You will demonstrate the strand test process on any single subsection of hair."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 10 minutes to complete this section."
"You will be informed when you have 5 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

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NIC Cosmetology Practical Examination **–Predisposition Test and Strand Test *(continued)***

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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

Proctor – Verbal Instructions: Read to all candidates:
"You will perform Highlighting with Foil, Virgin Application."
"You will place four foils on the top of the head from the front hairline to the apex."
"You will apply simulated highlighting product from upper edge of foils to hair ends."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 15 minutes to complete this section."
"You will be informed when you have 8 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

7.1 Highlighting with foil supplies are labeled in English
7.2 Implements and supplies are visibly clean
7.3 Subsections hair for highlighting with foils
7.4 Uses correct foil placement

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NIC Cosmetology Practical Examination **–Highlighting With Foil, Virgin Application** ***(continued)***

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given."

Proctor – Verbal Instructions: Read if the timer goes off before all candidates have stepped back:
"Please stop working. Please do nothing until the next verbal instructions are given."

7.5 Final result of simulated product application

Examiner – Verbal Instructions: Read to candidate individually once the final appearance of the foil has been examined:
"Please do nothing until the next verbal instructions are given."

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

Proctor – Verbal Instructions: Read to all candidates once examiners have completed assessment for this section:
"All examiners have indicated they are ready to proceed."

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

Proctor – Verbal Instructions: Read to all candidates:
"You will perform a Hair Color Retouch Application."
"You will apply simulated hair color product to one section of the back of the head."
"The client has 1 inch of regrowth."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will have 10 minutes to complete this section."
"You will be informed when you have 5 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

8.1 Hair color retouch supplies are labeled in English
8.2 Implements and supplies are visibly clean
8.3 Subsections hair for hair color retouch

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NIC Cosmetology Practical Examination –**Hair Color Retouch** ***(continued)***

8.4 Applies simulated hair color product
8.5 Final result of hair color retouch application
8.6 Maintains drape throughout section
8.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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

Proctor – Verbal Instructions: Read to all candidates:
"You will perform a Virgin Hair Relaxer Application."
"You will apply simulated relaxer product on a single subsection of hair."
"You will be expected to follow all client protection, safety and infection control procedures."
"You will be instructed individually by the examiner to demonstrate a virgin hair relaxer application"
"This is an untimed section."
"Do not begin to demonstrate the virgin relaxer application until instructed individually by the examiner to do so."

(1) "The instructions will be repeated."

Candidates will be evaluated on the following tasks:

9.1 Virgin hair relaxer supplies are labeled in English
9.2 Implements and supplies are visibly clean

Examiner – Verbal Instructions: Read to each candidate individually:
"Please demonstrate the virgin relaxer application procedure."

9.3 Subsections hair for relaxer application
9.4 Applies simulated relaxer product

Examiner – Verbal Instructions: Read to each candidate individually after virgin relaxer application has been examined:
"Please do nothing until the next verbal instructions are given."

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NIC Cosmetology Practical Examination –**Virgin Hair Relaxer** ***(continued)***

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

Proctor – Verbal Instructions: Read to candidates when all examiners have indicated they have completed their assessment:
"All examiners have indicated they are ready to proceed."

10. BLOOD EXPOSURE PROCEDURE (10 minutes)

Proctor – Verbal Instructions: Read to all candidates:
"You will demonstrate the Blood Exposure Procedure."

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

"You are expected to follow all client protection, safety and infection control procedures."
"You will have 10 minutes to complete this section."
"You will be informed when you have 5 minutes remaining."
"Step back to indicate you have finished."

(1) "The instructions will be repeated."
(2) "You may begin."

Candidates will be evaluated on the following tasks:

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

Proctor – Verbal Instructions: Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:
"All candidates have indicated they have completed this section of the examination, we will now proceed."

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

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CANDIDATE CLEANUP AND FINAL SUMMARY

Proctor – Verbal Instructions: Read to all candidates at the conclusion of the examination:
"All examiners have indicated they have completed their assessment."
"Make sure that all kit supplies and disposable materials are taken with you."
"This concludes the National-Interstate Council of State Boards of Cosmetology, National Hair Design Practical Examination."
"Thank you for your participation"

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SUGGESTED EXAMINATION SUPPLIES

Information related to labeling of supplies:

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

+Denotes Additional Sections for States that elect to test this/these sections. Confirm state requirement. Administration of any of these sections will be performed in the numerical order outlined.

EXAMINATION UNIVERSAL/GENERAL SUPPLIES

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

HAIR CARE – UNIVERSAL/GENERAL SUPPLIES

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

THERMAL CURLING SUPPLIES

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

HAIRCUTTING SUPPLIES

- shears
- razor

CHEMICAL WAVING SUPPLIES

- chemical wave rods
- end papers
- simulated waving lotion (water)

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PREDISPOSITION TEST AND STRAND TEST WITH COLORED SIMULATED PRODUCT SUPPLIES

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

HIGHLIGHTENING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES

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

HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush and bowl or bottle applicator
- colored simulated product

VIRGIN HAIR RELAXER APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES

- brush bowl or bottle applicator
- colored simulated product

BLOOD EXPOSURE PROCEDURE SUPPLIES

- additional bag for disposal of blood-contaminated materials

+BLOW DRY STYLING SUPPLIES +

- blow dryer with cord unbound and/or unaltered

+ROLLER PLACEMENT SUPPLIES +

- roller(s)

+FINGERWAVING AND PIN CURL PLACEMENT – SKIP WAVE SUPPLIES +

- waving lotion or styling gel

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NATIONAL HAIR DESIGN
THEORY EXAMINATION

CANDIDATE INFORMATION BULLETIN (CIB)

EXAMINATION CONTENT AND IMP[ORTANT INSTRUCTIONS

Please visit your examination provider's website for the most current bulletin prior to testing.

The National Hair Design Theory Examination is the licensure examination for Hair Designers, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC). This bulletin contains IMPORTANT INFORMATION regarding the examination, including content outline covered by the theory examination, sample questions and answers. The time allowed for the Hair Design Theory Examination is 90 minutes.

For each NIC National Theory Examination, there are TWO (2) parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- ***Examination Content*** and ***Important Instructions*** – This document provides information about the scope of content covered in the Theory examination and information and guidelines related to administration of the Theory examination.
- ***References*** – This document provides a list of references used to develop and support the content covered in the examination. The references are always the same for the Theory and Practical examinations.

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

PLEASE REVIEW ALL INFORMATION CAREFULLY!

IMPORTANT INSTRUCTIONS

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. Picture ID is required for re-entry into examination.
- With the exception of verbal instructions, the proctors and examination administration personnel are not allowed to communicate with candidates.
- If you have an emergency situation please notify the proctor.
- The following provides examples of materials and actions that are prohibited during the examination administration:
    - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
    - Communicating to other candidates.
    - Exhibiting disruptive behavior.
        - *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*

HAIR DESIGN THEORY EXAMINATION CONTENT OUTLINE

The following outlines the scope of content covered by the NIC National Hair Design Theory Examination. The percentages represent the percentage if items from each domain. The examination is comprised of 110 items of which 100 items are weighted and contribute to the candidate's final score.

DOMAIN 1: SCIENTFIC CONCEPTS (45%)

A. Infection Control and Safety Practices

1. Identify how disease and infection are caused and transmitted
2. Recognize purpose and/or effects of infection control principles
    a. Levels of infection control:
        i. Sanitation/Cleaning
        ii. Disinfection
        iii. Sterilization
    b. Process of infection control:
        i. Recognize when cross-contamination occurs
        ii. Prevention of cross-contamination
        iii. Differentiate between the purpose of single- and multi-use tools
3. Apply blood contact procedures
4. Identify requirements of government agencies:
    a. OSHA standards
    b. EPA

B. Human Anatomy and Physiology

1. Identify function and structure of the hair and scalp
2. Identify signs and symptoms of conditions, disorders, and diseases of the hair and scalp
3. Identify muscles and joints and their functions related to head and face
4. Identify functions of:
    a. Nervous system
    b. Circulatory system

C. Basic Chemistry of Products Used in Hair Design

1. Recognize purpose and effects of products and ingredients
2. Recognize interaction between chemicals
3. Recognize physical interactions with chemicals
4. Recognize chemical reactions (e.g., overexposure, chemical burn)
5. Recognize the chemical pH scale

DOMAIN 2: HAIR CARE AND SERVICES (55%)

A. Client Consultation, Analysis and Documentation for Hair Care Services

1. Evaluate condition of client's hair and scalp (i.e., assessment)
2. Recognize conditions that would prohibit service (i.e., contraindications)
3. Determine services or products
4. Recognize purpose and interpret results of preliminary tests (e.g., predisposition and strand tests)
5. Establish/Maintain client records (e.g., service history, client card, medical history)

B. Tools used in Hair Care Services

1. Identify function, purpose and infection control procedures of tools used in hair services:
    a. Equipment (e.g., chair, workstation)
    b. Implements (e.g., razors, shears, combs/brushes)
    c. Supplies and materials (e.g., towels, drape, neck strips)
    d. Electrical tools (e.g. irons, blow dryers, clippers)
    e. Proper disinfection procedures
2. Recognize safe practices for use of tools (i.e., equipment, implements, supplies, ergonomics)

C. Hair Care

1. Apply knowledge of principles and procedures for shampooing and conditioning
2. Apply knowledge of principles and procedures for scalp treatments and scalp massage
3. Apply knowledge of draping (e.g. chemical, shampoo, cutting)

D. Hair Design

1. Apply knowledge of principles, procedures and safety of hair cutting and shaping
2. Apply knowledge of principles, procedures and safety of hair styling:
    a. Wet styling
    b. Thermal styling
    c. Natural hair styling (e.g., braiding)
3. Apply knowledge of principles, procedures and safety related to hair enhancements:
    a. Extension application and removal:
        i. Braid and sew attachment
        ii. Bonding
        iii. Fusion bonding
        iv. Tube shrinking
        v. Linking
4. Apply principles of balance and design (e.g. facial shape, physical structure)

E. Chemical Services

1. Apply knowledge of principles, procedures and safety for:
    a. Hair coloring (including corrective color)
    b. Hair lightening
    c. Foiling
    d. Chemical hair relaxing/restructuring and curl reduction
        i. Hydroxide
        ii. Thio
        iii. Keratin
    e. Chemical waving/texturizing:
        i. Alkaline
        ii. Acid
        iii. Non-thio
        iv. Keratin

HAIR DESIGN THEORY EXAMINATION
SAMPLE QUESTIONS

The following sample questions are similar to those presented in the NIC Hair Design Theory Examination. Each item has four answer options. Only one option is correct or the answer. An answer key is provided following the sample questions. Performance on the sample questions may not represent performance on the NIC examination.

1. Which of the following will reinforce and reconstruct the hair shaft?
   (A) Scalp treatment
   (B) Balancing shampoo
   (C) Hair brushing
   (D) Protein conditioner

2. When damaged, which of the following will cause the hair growth to be inhibited?
   (A) Papilla
   (B) Shaft
   (C) Cuticle
   (D) Arrector pili

3. A condition caused by an infestation of head lice is
   (A) tinea barbae.
   (B) scabies.
   (C) pediculous capitalis.
   (D) tinea capitis.

4. Debris is removed from tools and implements using which of the following procedures?
   (A) Cleaning
   (B) Disinfection
   (C) Sterilization
   (D) Decontamination

5. What product can be used to equalize the porosity of the hair?
   (A) Shampoo
   (B) Fillers
   (C) Lightener
   (D) Developer

KEY: 1: D, 2: A, 3: C, 4: A, 5: B

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ARKANSAS DEPARTMENT OF HEALTH COSMETOLOGY SECTION

WRITTEN EXAMINATION INFORMATION

EXAMINATIONS BY PSI SERVICES LLC

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

SCHEDULING PROCEDURES

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

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

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
(800) 733-9267 • Fax (702) 932-2666
www.psiexams.com

INTERNET REGISTRATION

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

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

TELEPHONE REGISTRATION

The second fastest method of scheduling is via the telephone with PSI's Interactive Voice Response system (IVR) during non-business hours, or through live registrars during business hours.

Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday. The times of operation for live operators are as follows:

	Monday thru Friday	Saturday
Eastern Time	8:00am - 8:00pm	9:00am - 5:30pm
Central Time	7:00am - 7:00pm	8:00am - 4:30pm
Pacific Time	5:00am - 5:00pm	6:00am - 2:30pm

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. You may call PSI at (800) 733-9267 or fax a note to (702) 932-2666. Please note that you may also use the automated system, using a touch-tone phone, 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 internet, automated telephone system, or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

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

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

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency

forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

COMPUTER EXAMINATION CENTER LOCATIONS

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

Bentonville
Summit Aviation
2500 SW Aviation Street
Bentonville, AR 72712
I-540 to exit 85. Take ramp right for US-71 BR/ AR-12 toward Rogers/Airport/Bentonville. Turn left onto US-71 / AR-12/W Walnut St. (Conoco on the corner). Keep right to stay on US-71. Turn left onto SW Airport Rd, bearing right onto SW Aviation Drive.

Fayetteville
Sky Venture Aviation Inc
4500 S School Ave Suite C
Fayetteville, AR 72701
Take I 540 S to US 71S via exit ramp. Exit 61. Merge onto US 71S toward going toward School Ave. At stop light merge Right onto S. School Ave(also US71B). Approximately 1.8 miles to Drake Field Airport. Turn Left into entrance. SkyVenture Aviation entrance is first entrance with double sliding glass doors.

Harrison
North Arkansas College
1515 Pioneer Dr
Harrison, AR 72601
Take I-65 to exit AR-123 then take the 1st right onto Pioneer Drive. The college will be on the right.

Jonesboro
SkyVenture Aviation of Arkansas Inc.
3901 Lindbergh Drive Suite D
Jonesboro, AR 72401
From the South:North on US 67, AR 14 to Jonesboro, Left on North US 40 and exit on Staduim Blvd. Go North on US 49, then right on Nettleton. Go left on Airport, then right on Lindgergh.

North Little Rock
Barrett Aviation, Inc.
8318 Remount Road
North Little Rock, Arkansas 72118
Take I40 East to North Little Rock. Take Levy Exit (#152). Go left under the overpass. Go Right at next lights. Go to 2nd light (Camp Robinson Road). Go Left on Camp Robinson Road. Go approx 3 mi and road will fork again onto Remount Road. Veer Right onto Remount. Go approx 1.5 mi to West entrance to NLR Airport. Turn Right into airport. Barrett Aviation is on the left at the end of drive.

Additionally, PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations by calling (800) 733-9267. You will need to speak with a Customer Service Rep to schedule outside of Arkansas.

REPORTING TO THE EXAMINATION CENTER

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

REQUIRED IDENTIFICATION

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

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

PRIMARY IDENTIFCATION - Choose One

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

SECONDARY IDENTIFICATION - Choose One

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

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

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

SECURITY PROCEDURES

The following items are **not** permitted in the examination room:

- All personal electronic devices except those that are a medical necessity.
- Children, guests, 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, 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.

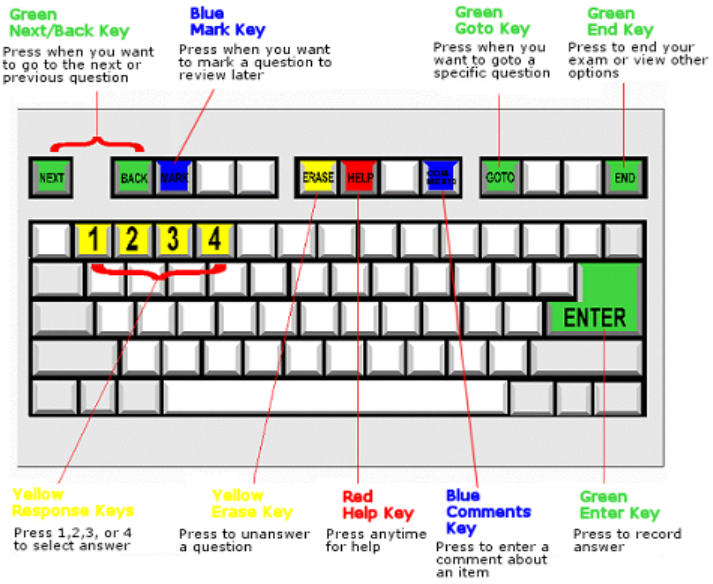
The following security procedures will apply during the examination:

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.

TAKING THE EXAMINATION BY COMPUTER

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skill. 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 as follows. You may also use the mouse.



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.

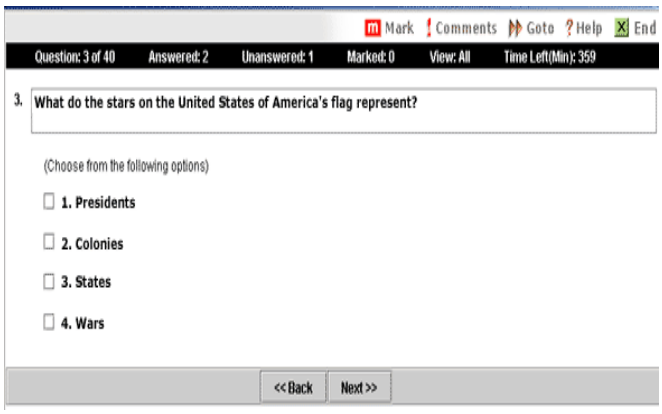
TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on 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

A sample question display follows. During the examination, you would press 1, 2, 3, or 4 to select your answer or press "MARK" to mark it for later review. You would then press ENTER to record your answer and move on to the next question. You can change your answer as often as you like before pressing ENTER.



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.

PRETEST ITEMS

In addition to the number of examination items specified in the "Examination Content Outlines", a small number (5 to 10) of "pretest" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

EXAMINATION REVIEW

The Arkansas Department of Health Cosmetology Section is utilizing the NIC examinations. The NIC conducts ongoing analysis and review of their examinations to ensure the examinations accurately measure minimal competency in the required knowledge area.

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. This is an unofficial score report that will be printed at the examination site.

NATIONAL COSMETOLOGY WRITTEN EXAMINATION CONTENT OUTLINE AND REFERENCE MATERIAL

The National Cosmetology examination is the national licensure examination for Cosmetology, which is developed and administered by the National-Interstate Council of State Boards of Cosmetology (NIC). This Candidate Information Bulletin includes the content outline covered by the NIC National Cosmetology examination, sample questions and answers. For more information on the examination content outlines and references go to www.arkansas.gov/cos.