ARKANSAS DEPARTMENT OF HEALTH
COSMETOLOGY SECTION
4815 WEST MARKHAM, SLOT 8
LITTLE ROCK, ARKANSAS 72205 – (501) 682-2168

2012 COSMETOLOGY, MANICURE, INSTRUCTOR, ESTHETICIAN & ELECTROLOGY EXAMINATION SCHEDULE AND COSMETOLOGY TECHNICAL ADVISORY COMMITTEE MEETING

DEADLINE DATES*		CTAC MEETING DATES		EXAMINATION DATES	
December (2011)	15	January	23	January	9,10
January	18			February	6,7
February	22	March	19	March	12,13
March	28			April	16,17
April	25	May	21	May	14,15
May	23			June	11,12
June	27	July CANCELLED	23	July	16,17
July	25			August	13,14
August	22	September	17	September	10,11
September	19			October	8,9
October	17	November	19	November	5,6
November	14			December	3,4

DATES SUBJECT TO CHANGE

***BEGINNING JANUARY 2012 – THE DEADLINE DATE WILL BE ON WEDNESDAY**

EXAMINATION FILING REQUIREMENTS

In order to qualify for the examination the following requirements must be met:

1) The student must complete the required training hours on or before the deadline date.
2) The application form, fee and certificate of training must be received by the Cosmetology Section's office **ON OR BEFORE** the deadline date.
3) The application form must be completely filled out and the information must be accurate.
4) The following requirements **must be attached** to the application form:

a) A certification of training form, completed by the school, verifying that the student has completed the required number of hours. The certification form must be completely filled out and the information must be correct.
b) The correct examination fee.

5) Applications that are not submitted in proper form will be returned. Hence, the applicant will not be accepted for the examination unless proper forms and fee are ***received*** by the Cosmetology Section's office **ON OR BEFORE** the deadline date.
6) Applications that are submitted in proper form but are ***received*** after the deadline date will automatically be scheduled for the next examination (even if postmarked before the deadline date).