Paul Mitchell The School Cincinnati & Toledo

STATE LICENSING REQUIREMENTS

CERTIFICATION OF HOURS

The school shall maintain on file documentation that clearly indicates student's progress toward completion of the board approved course curriculum. The documentation shall include the final grade for the theory and practical lessons for each course outlined in the program curriculum.

- Schools shall provide each student with a copy of a monthly individual report of student hours by the fifteenth day of each month. Students are responsible for checking this report and notifying the school of any errors on the report.
- Schools shall file a monthly attendance and hours report with the board as outlined in this rule. The report shall be typewritten with the student's names listed in alphabetical order and filed with the board as required.

Schools shall report no later than the twentieth day of the following month the number of hours of instruction obtained by each student each month and the total clock hours accrued since the date of enrollment. Schools offering credit hours or competency-based credit must convert all hours to clock hours for reporting purposes under this rule.

Please be advised that, per State Certification of Hours requirements, students are not permitted to clock their final 25 hours if they have outstanding tuition payments or incomplete academic requirements.

If these obligations are not met, the student may be withdrawn from the program. Please ensure your account is current and all coursework is complete to avoid any disruption to your certification.

LICENSING

The state cosmetology and barber board shall issue a practicing license to an applicant who satisfies all of the following applicable conditions:

- Is at least sixteen years of age;
- Has the equivalent of an Ohio public school tenth grade education;
- Has submitted a written application on a form furnished by the board that contains all of the following:
  - The name of the individual and any other identifying information required by the board;
  - A photocopy of the individual's current driver's license or other proof of legal residence;
  - Proof that the individual is qualified to take the applicable examination as required by section 4713.20 of the Revised Code;
  - An oath verifying that the information in the application is true;
  - The applicable application fee.
- Notwithstanding section 4798.05 of the Revised Code, submits to having a photograph taken by the board;
- Passes an examination conducted under division (A) of section 4713.24 of the Revised Code for the branch of cosmetology the applicant seeks to practice;
- Pays to the board the applicable license fee;
- In the case of an applicant for an initial cosmetologist license, has successfully completed at least one thousand five hundred hours of board-approved cosmetology training in a school, except that only one thousand hours of board-approved cosmetology training in a school is required of an individual licensed as a barber under Chapter 4709. of the Revised Code;

- In the case of an applicant for an initial esthetician license, has successfully completed at least six hundred hours of board-approved esthetics training in a school;
- In the case of an applicant for an initial hair designer license, has successfully completed at least one thousand hours of board-approved hair designer training in a school, except that only one thousand hours of board-approved hair designer training in a school is required of an individual licensed as a barber under Chapter 4709. of the Revised Code;
- In the case of an applicant for an initial manicurist license, has successfully completed at least two hundred hours of board-approved manicurist training in a school;
- In the case of an applicant for an initial natural hair stylist license, has successfully completed at least four hundred fifty hours of instruction in subjects relating to infection control, scalp care, anatomy, hair styling, communication skills, and laws and rules governing the practice of cosmetology.