NE SCHOOL APPLICATION

(a) Persons desiring to operate a cosmetic art school in the state of North Carolina shall make application for licensure by submitting to the Board the Board's School Application. The Board's School Application shall include:

   1. School name;
   2. Cosmetic Art discipline(s) to be taught;
   3. Physical address and mailing address;
   4. Phone number;
   5. Email address;
   6. Ownership type;
   7. Reason for application;
   8. Owner name;
   9. School contact person with phone number and email address; and
   10. List of teachers with cosmetic art license number.

(b) School application forms must be submitted along with supporting documents as follows:

   1. Proof of bond as required by G.S. 88B-17;
   2. Diagram with location of equipment placement and marking square footage of all areas including classrooms, dispensary, water supplies, stations, locker room/dressing room, office areas, reception areas and restroom facilities;
   3. Course curriculum for each cosmetic art discipline and teacher trainee program to be taught in the school;
   4. Plans for record keeping of student hours, minimum course requirement qualifications, and student performances;
   5. The qualifications for passing a performance requirement and techniques for grading of performances;
   6. Handbook for students containing student policies on attendance, leave of absence policy, performance assignment, and a plan to assist students to achieve the required minimum hours and performances per 21 NCAC 14T.0602-.0610;
   7. A raised seal identifying the school name and physical location to be used on all Board forms, reports, and other official papers;
   8. Documentation of local municipality fire, occupancy, electrical and plumbing approval;
   9. School operation schedule including days, hours and observed holidays; and
   10. Signed and notarized statement that the school owner has read and understands the Board's rules in this Subchapter.

(c) The Board shall not approve an application for a license until all plans, furniture, supplies and equipment as prescribed by the rules in this Subchapter have been installed,

(d) The Board shall issue a license to any cosmetic art school that meets the requirements of this Subchapter.

History Note: Authority G.S. 88B-4; 88B-16; 88B-17; Eff. January 1, 2012; Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 13, 2015; Amended Eff. October 1, 2019; December 1, 2016.