



THE OHIO STATE BOARD OF COSMETOLOGY

1929 Gateway Circle Grove City, Ohio 43123

(614) 466-3834 & Fax: (614) 644-6880 www.cos.ohio.gov

Examination Admittance Information

All candidates **MUST** provide their Board issued photo containing Board seal and identification number, along with one of the following forms of current, valid picture identification: driver's license, passport, current year school ID, State, or Federal issued ID. Both forms of pictured identification must be presented before test results will be issued.

Candidates will be required to reschedule their entire examination under the following conditions:

Candidates arriving without current, valid picture identification (driver's license, passport, state/federal issued ID, etc) will not be permitted admittance into the examination and will be required to reschedule. Information must be submitted at time of the exam in person. **(Faxed or emailed copies are not accepted)**

Any candidate arriving after the initial examination check-in process is complete and exam doors are closed will not be granted admittance into the examination. If a candidate returns to the exam center after the time allotment has expired for a lunch break, the candidate will not be permitted to complete the remainder of the examination and will be required to reschedule the entire examination.

Any candidate who does not attend a scheduled examination date or cannot be admitted to the examination for any reason will be required to submit a **Reschedule Form** and an additional fee prior to receiving a rescheduled examination date. Examination fees are non-refundable and cannot be transferred to another examination date.



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Examination Dress Code Requirements

All students must be dressed in professional attire in order to be admitted to sit for the State Board licensure examination(s). Please see the guidelines below for a complete definition on the dress code requirement of the Ohio State Board of Cosmetology.

Ohio Administrative Code 4713-5-28

Attire for applicants taking examinations at the board

(A) All applicants shall wear professional clothing when scheduled to take the state exam at the board exam center.

(1) Applicants shall be dressed in professional attire in order to be admitted to the testing center.

(2) Clothing that is comfortable and practical for work, such as pants or a skirt or school uniform and clean shoes are acceptable attire. A clean smock or apron may be worn over professional attire.

(3) Excluded from the definition of "professional attire" are tank tops, t-shirts with offensive language, beach wear, torn, dirty or tattered clothing or clothing that reveals the midriff or lower back and clothing that is extremely low cut.

(B) An applicant not admitted to the test center due to attire shall be dismissed, and required to reschedule for the state examination. Students dismissed due to attire on a second occasion shall be dismissed from the examination, and shall be required to pay a reschedule fee before being permitted to reschedule for an examination.