



THE OHIO STATE BOARD OF COSMETOLOGY

1929 Gateway Circle Grove City, Ohio 43123
(614) 466-3834 & Fax: (614) 644-6880 www.cos.ohio.gov

Testing Information Packet (TIP) *NATURAL HAIR STYLIST PRACTICAL*

Examination Admittance Information:

Candidates **MUST** bring their Board issued photo containing Board seal and identification number, along with one of the following forms of identification: current, valid driver's license, State or Federal issued picture ID, military ID, passport, current year school ID with date. Failure to comply will result in candidate being required to reschedule examination date. Both forms of pictured identification must be presented before test results will be issued.

Candidates who arrive after the initial examination check-in process is complete or after the time allotment has expired for a lunch break, will **NOT** be permitted admittance into any exam. The candidate will be required to reschedule their entire examination.

If you do not attend your scheduled examination date or cannot be admitted to the examination for any reason, your examination fee will be forfeited. To be rescheduled for an examination you must submit a **Reschedule Form** and an additional fee. Examination fees are non-refundable and cannot be transferred to another examination date.

No Smoking Policy: The use or disposal of tobacco products is prohibited in the building or on the premises of the Board office. Candidates/Guests of the Board may use tobacco products in their own vehicles.

Exam Center Rules:

- Manufacturer's labels are required on all disinfectants and hand sanitizers. Disinfectant labels must state EPA registered, Hospital Effective, and list bactericidal, virucidal, and fungicidal and be effective against HIV-1 and human Hepatitis B Virus or Tuberculocidal. Labels must be original/ photocopied and legible. Hand written or typed labels are **NOT** acceptable.
- Candidates must follow all appropriate infection control and public protection procedures during all phases of the examination. In the event of a blood spill candidates will be expected to follow the Universal Precaution Guidelines.
- Leaving an examination room without permission is not permitted. Permission must be obtained to leave the examination area for any reason, including restroom breaks or upon the completion of the examination.
- Candidates are required to bring their own supplies. All supplies should be in a sanitary condition. This includes the required implements in proper working order, mannequin heads and any supplies required to complete the examination.

Prohibited Acts During Any Portion of Examination:

- Cellular phones, pagers, etc. are **NOT** permitted to be in use in any examination room.
- Texting during any portion of examination including during restroom breaks.
- Printed materials, handwritten notes, and itemized supply/procedure list(s) are **NOT** permitted in any examination room.
- Writing on hands, arms, legs, etc. that could aid in the answering and/or performing of any portion of the exam.
- Numbering of products and/or supplies to aid in proper order to be used during any procedure.
- Unauthorized replication of test materials for distribution and/or future use.
- Talking to other candidates and/ or borrowing supplies during the examination process.

Failure to comply with any of the prohibited acts or exam center rules will result in dismissal from the examination. If dismissed, there will be a thirty (30) day period before a reschedule would be permitted.

Candidates are required to use a mannequin(s) for all portions of the practical examination.
Live models are not permitted.

Mannequin(s) Head Requirements

Mannequin heads that are pre-sectioned indicating the sections by various colors and/or notches or writing that can aid in the examination are **NOT** permitted during any portion of the practical examination.

All mannequin heads will be checked prior to the start of the examination. Candidates with mannequin heads not meeting the proper requirements will be dismissed from the exam and required to reschedule.

SUGGESTED GENERAL SUPPLIES

Hand Sanitizer

Disinfectant (See Standards page 1)

First Aid Supplies (Blood Spill Kit)

Mannequin head clamp

Disposal bags (3-4)

Towels (cloth/paper)

Neck Strips

Cape(s) (child size is permitted)

Brush

Combs

Hair clamps/clips

Rubber Bands

Weft(s)

Sewing Supplies

Adhesive

Loose Hair Fibers

Cosmetology References

Salon Fundamentals 2010

www.pivot-point.com

Milady Standard 2012

Milady Standard 2008

www.milady.cengage.com

Natural Hair Stylist Practical Examination

The natural hair stylist practical examination will be comprised of the following areas. All candidates will be evaluated on the following tasks:

SET UP AND CLIENT PROTECTION

(15 MINUTES)

Verbal Instructions:

Following all infection control and safety guidelines, you will set up all of the supplies that will be used for the hair portion of your exam. You will also perform client protection at this time.

You have 15 minutes for your set up procedure and you will be informed when you have 10 and 5 minutes remaining.

Procedure:

- Disinfects work area
- Disposes of all soiled materials
- Sanitizes hands
- Applies neck protection and drape
- All sanitizers and disinfectants display manufacturers label in English
- Follows all infection control guidelines
- Maintains work area in a safe manner

INVISIBLE BRAID/NO SHOW BRAID

(15 Minutes)- Right front section

Verbal Instructions:

You will now perform the invisible/no-show braid section of this examination.

You will perform an invisible/no-show braid in the right front section of the head.

You will be expected to follow all safety and infection control guidelines.

You will have 15 minutes

You will be informed when you have 10 and 5 minutes remaining.

Procedure:

- All braiding products/supplies labeled in English
- Implements/tools are visibly clean
- Partings are straight
- Three strands are equal in size
- Overlapping hair is smooth and consistent
- End of braid is secure
- Final appearance of braid is invisible
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

TRACK & SEW /HAIR WEAVE

(15 Minutes)- Back occipital area

Verbal Instructions:

You will now perform the track and sew /hair weave section of this examination.

You will create a horizontal cornrow between the nape and occipital area in the back section of the head.

You will then perform all of the necessary steps to attach the weft track.

You will be expected to follow all safety and infection control guidelines.

You will have 15 minutes to complete this section.

You will be informed when you have 10 and 5 minutes remaining.

Procedure:

- All weave products/supplies labeled in English
- Implements/tools are visibly clean
- Creates horizontal cornrow
- Cornrow partings straight and consistent
- Overlapping hair of cornrow is smooth and consistent
- End of cornrow is secured
- Weft is measured to properly fit cornrow
- Sews weft to cornrow safely
- Weft is secured properly
- End of weft is secure
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

BONDED/GLUE METHOD

(15 Minutes)- Back occipital area

Verbal Instructions:

You will now perform the bonded/glue method portion of this examination.

You will apply a hair extension using the bonded/glue method between the nape and occipital area in the back section of the head.

You will perform all of the necessary steps to attach the weft using the bonding method.

You will be expected to follow all safety and infection control guidelines.

You will have 15 minutes.

You will be informed when you have 10 and 5 minutes remaining

Procedure:

- All bonding products/supplies labeled in English
- Implements/tools are visibly clean
- Implements/tools are visibly clean
- Weft is measured to properly fit section
- Adhesive is applied consistently
- Weft is applied straight and even
- Weft is secure
- Maintains neck protection and drape throughout procedure
- Disposes of soiled materials
- Follows all infection control guidelines
- Maintains work area in a safe manner

EXTENSION ON BOX/SINGLE BRAIDS (3)

(20 Minutes)- Left front section

Verbal Instructions:

You will now perform the extension on box/single braid section of this examination.

You will complete 3 box/single braids with extensions in the left front section of the head.

You will be expected to follow all safety and infection control guidelines.

You will have 20 minutes

You will be informed when you have 10 and 5 minutes remaining.

Procedure:

All extension products/supplies labeled in English

Implements/tools are visibly clean

Base of braids are straight and consistent

Three strands are equal in size

Adds hair to braid

Hair added is in proportion to section

Overlapping hair is smooth and consistent

End of braids are secure

Maintains neck protection and drape throughout procedure

Disposes of soiled materials

Follows all infection control guidelines

Maintains work area in a safe manner



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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.