



THE OHIO STATE BOARD OF COSMETOLOGY

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

Examination Admittance Information:

Candidates **MUST** bring 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.

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 to enter the examination room. The candidate will be required to reschedule their entire examination.

Candidates that do not attend their scheduled examination date or cannot be admitted to the examination for any reason will have their examination fee forfeited. To be rescheduled for an examination the reschedule fee must be submitted. Examination fees are non-refundable and cannot be transferred to another examination date.

Exam Center Rules:

- **An appropriate disinfectant must be used during the examination.** An appropriate disinfectant is an environmental protection agency (EPA) registered, hospital grade bactericidal (esp. pseudomonacidal), virucidal, and fungicidal (quaternary ammonium compound), that is mixed and used according to the manufacturer's directions. Disinfectant must also be effective against HIV/HBV.
 - Manufacturer's labels are required on all disinfectants and hand sanitizers.
 - Labels must be original or photocopied originals.
 - 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 the examination room without permission is not permitted. Permission must be obtained to leave the examination area for any reason, including restroom break(s) and 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/hands, and any supplies required to complete the examination.

Prohibited Acts During Any Portion of Examination:

- Cellular phones, Smart Watches, or other electronic devices are **NOT** permitted to be in use in any examination room.
- Texting during any portion of the examination including clean-up and restroom breaks.
- Printed materials, handwritten notes, and itemized supply/procedure list(s) are **NOT** permitted in any examination room.
- Writing on body parts (ex: hands, arms, legs, etc.) that could be used by candidate in any portion of the examination.
- Numbering of products and/or supplies to aid in proper order to be used during any procedure.
 - Buffers that are numbered are NOT permitted. (EX. Side 1/fine Side 2/ Medium Side/3 Course)**
- Unauthorized replication of examination materials for distribution and/or future use.
- Talking to other candidates and/or borrowing supplies during the examination process.

Failure to comply with exam center rules will result in dismissal from the examination. If dismissed, examination cannot be rescheduled for thirty (30) days.

Examination Dress Code Requirements

Ohio Administrative Code 4713-5-28

- All applicants shall wear professional clothing when scheduled to take the state exam at the board exam center.
- Applicants shall be dressed in professional attire in order to be admitted to the testing center.
- 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.
- The following examination attire is not permitted in the examination center during an examination: 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.
- An applicant not admitted to the test center due to attire shall be dismissed, and required to reschedule for the state examination.

**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 to 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