



OHIO STATE COSMETOLOGY AND BARBER BOARD

To protect and support the public through regulation and education, while promoting the integrity of the cosmetology and barbering industries.

1929 GATEWAY CIRCLE GROVE CITY, OHIO 43123

PHONE: (614) 466-3834 WWW.COS.OHIO.GOV

How to Schedule an Examination

After review of your qualifications for examination, you will receive an email indicating you are eligible for examination.

If you logged out of the system after creating your account, begin by going to the Ohio eLicense site:

<https://elicense.ohio.gov>



Step 1: Click on – Login/Create Your Account

LOGIN / CREATE YOUR ACCOUNT

Enter your email address and password:

Existing Users

Login

* Email

* Password

LOGIN

[Forgot Password?](#)
[Forgot Email?](#)

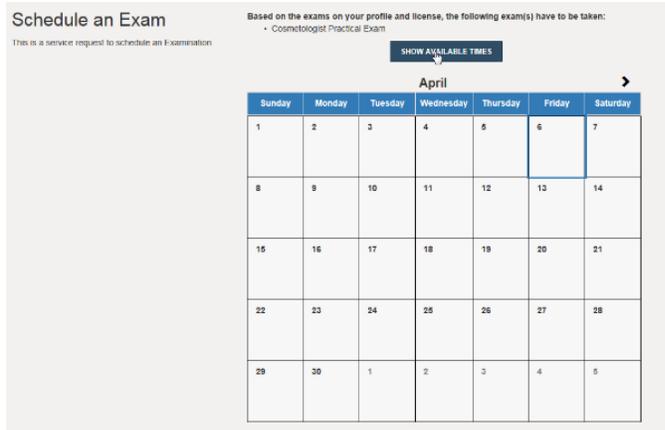
Step 2: As you are looking at the screen, note the section titled “**New License Applications**”. This section will list all licenses for which you have applied to take an examination.

On your Dashboard, note the status of your license application. It should say “**In Review**” “**Exam Eligible.**” If it does, you may schedule your examination.

Step 3: Under “Options” select “Schedule Exam”.

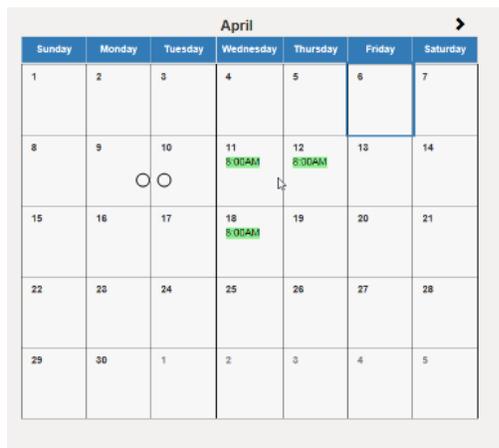
Step 4: Available Dates

A calendar will appear. Select “Show available times”



Step 5: Select Date

Select only one of the available dates that best suits your needs. Then, Confirm your date and time.



Step 6: Click DONE.

You will receive an email confirming the date and time of your examination.