

A meeting of the Georgia State Board of Cosmetology was conducted on Wednesday January 17, 2007 at the Professional Licensing Boards Division office site.

Those present were:

**From the Board**

**Martha Harris**  
**Betty Carlisle**  
**Kay Kendrick**  
**Evelyn Reid**  
**Don Westbrook**  
**John Siggers**

**From the Staff**

**Eleanor Surrency, Executive Director**  
**Angela Price, Investigative Specialist**  
**Annie Plummer, Business Regulations & Inspections Supervisor**  
**Janet Jackson, Assistant Attorney General**  
**Annette Wimberly, Board Secretary**

Martha Harris called the meeting to order at 9:05.

**Business Regulation and Inspection Report**

1. Ms. Plummer reported that 7 more schools have submitted their current instructor profiles.
2. She then advised the Board of four complaints received since the January board meetings.
3. Lastly Ms. Plummer informed the Board that Devine Design had submitted a letter of their intent to close but had submitted all student hours.

**Kay Kendrick moved, Betty Carlisle seconded and the Board voted unanimously to enter into Executive Session in accordance with O.C.G.A § 43-1-2(k) and 43-1-9(h) to deliberate on applications, enforcement matters and to review information on applications and investigate reports. Voting in favor of the motion were Don Westbrook, John Siggers, Evelyn Reid, Kay Kendrick and Betty Carlisle**

The Board concluded Executive Session in order to vote on these matters and to continue public session.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously to approve the signed consent orders of Tamika Barnwell Amy Lovingood, Shannon Sims and Samantha Willis.**

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously to approve application of PW/SC/SALON attaching a consent order that the license is on probation until June 26, 2012 and licensee must immediately report any future arrests or convictions.**

**Wanda Brooks moved, Betty Carlisle seconded, and the Board voted unanimously** to approve the application of AMT/MASCOS as complete and to issue the license.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to approve the application of DR/MASCOS as complete and to issue the license.

**John Siggers moved, Betty Carlisle seconded, and the Board voted unanimously** to approve the application of OB/MASCOS/APPR as complete and to issue the license.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to approve the application of WFP/MASCOS as complete and to issue the license.

**Kay Kendrick moved, John Siggers seconded, and the Board voted unanimously** to approve application of ALE/MASCOS/APPR attaching a consent order that the license is on probation until August 14, 2010 and licensee must immediately report any future arrests or convictions.

**John Siggers moved, Betty Carlisle seconded, and the Board voted unanimously** to approve the application of AH/MASCOS/APPR as complete and to issue the license.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to dismiss the 07/13/06 citation of BH/BSBS and re-inspect within 30 to 45 days.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to dismiss the 01/21/05 citation of MB/SALON and re-inspect within 30 to 45 days.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously** to close the case against FAHB.

**Evelyn Reid moved, Betty Carlisle seconded, and the Board voted unanimously** to approve the application of NLB/MASCOS/REN suspending the license for 3 months, attaching a consent order that the license is on probation until March 30, 2010 and the licensee must immediately report any future arrests or convictions.

**Kay Kendrick moved, Don Westbrook seconded, and the Board voted unanimously** to approve the request of AMS/MASCOS to change the license status from probation to active.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of SSB/MASCOS to waive the 09/06/06 citation.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of VF/MASCOS/REN to waive the continuing education requirement.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of KP/MASCOS/REN to waive the continuing education requirement.

**Don Westbrook moved, John Siggers seconded, and the Board voted unanimously** to deny the request of SB/MASCOS/REIN to waive the continuing education requirement.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of FL/MASCOS/REIN to waive the reinstatement fee.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of RB/MASCOS/REIN to waive the reinstatement fee.

**Don Westbrook moved, John Siggers seconded, and the Board voted unanimously** to deny the request of LR/MASCOS/REIN to waive the reinstatement fee.

**Betty Carlisle moved, Evelyn Reid seconded, and the Board voted unanimously** to deny the request of MD/MASCOS/REIN to waive the reinstatement fee.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously** to reinspect A/Spa and refer to RN Board.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to send to LDM a copy of the Georgia Code section regarding esthetician and cosmetology salons and refer to the RN Board.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously** to refer to enforcement SDP/Sch.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to reinspect MScB/Sch. and have leave a copy of the Georgia Laws and rules.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously** to send certified letter to GN/SAL of repeated citation/violations, reinspect if letter is returned and then leave letter.

**Old Business:**

**New Business:**

Martha Harris called for a review of Board policies.

**Kay Kendrick moved, John Siggers seconded, and the Board voted unanimously** to establish a policy that all second renewals of expired apprentice licenses approved must be notified of the number of required hours to be eligible to sit for examination.

**Kay Kendrick moved, Evelyn Reid seconded, and the Board voted unanimously** to accept proof of the high school education requirement if the high school diploma or GED is accepted by the Georgia Board of Regents or the Department of Technical Adult Education.

**Don Westbrook moved, Evelyn Reid seconded, and the Board voted unanimously** to accept high school diploma's received in the state of Illinois.

**Kay Kendrick moved, John Siggers seconded, and the Board voted unanimously** to establish a policy that examinations not in English will be considered with those states or country's where reciprocity is accepted.

**Kay Kendrick moved, Betty Carlisle seconded, and the Board voted unanimously** to update the Board policies as follows:

-to rescind its previous decision to review all Salon or Shop applications and to review only Salon or Shop applications with questionable documents or owners with prior citations,

-to rescind its previous decision to establish a policy that the executive director be given express permission to sign Consent Orders for Martha Harris when ordered by the Board and received by Legal Services with original signatures and notarizations for initial licenses, renewals and reinstatements; and require the Legal Services staff to present a list of all Consent Orders that have been docketed between meetings for ratification by the Board at the next Board meeting,

-to establish a cognizant committee to include Board members and Ms. Plummer for the purpose of reviewing complaints, applications and licensee's with multiple citations and inspection reports. The cognizant committee was established as follows: Annie Plummer, Cynthia Stein, Michelle Turley, Don Westbrook, Wanda Brooks, Evelyn Reid and Kay Kendrick,

-to adopt a policy to only accept documents translated by agencies listed on the Translator List obtained from the Georgia Department of Driver Services and US Consulates and other Board approved translators,

-to establish a policy that the current version of sanitation rules are posted in all Cosmetology establishments in Georgia effective May 31, 2006,

-to establish a policy that the salon owner/manager will remove the screen/filter from the pedispa chair for State Board inspections effective May 31, 2006,

- to establish the policy when inspectors finds that a cosmetology license violation includes violations by a barber license, the information regarding the barber license is released to the Georgia State Barber Board,

- to establish a policy that reciprocity applicants for master cosmetology, hair designer, esthetician and nail technician who obtain additional hours to meet the 85% requirement, along with two years documented work experience, may be granted reciprocity,

- to establish a policy that the Board will not accept transfer school hours from a Barber School curriculum to a cosmetology, hair design, nail care or esthetics curriculum,

- to establish a policy that evidence of a post secondary degree submitted by a master cosmetology, hair designer, esthetician or nail technician applicant is sufficient to meet the requirement of a high school education or it's substantial equivalent, and

- to delete the school inspections policy previously enacted 04/05/06, salon applications previously enacted 09/14/05, late renewal policy previously enacted 08/03/05, consent orders policy previously enacted 06/08/05, examiners policy previously enacted 03/05/03, Board members/exams previously enacted 12/04/02, scope of services/wigs previously enacted 09/11/02, apprentices previously enacted 03/06/02, instructor policy previously enacted 03/06/02, certification of hours previously enacted 01/09/02, cosmetology instructor policy previously enacted 12/05/01, reciprocity/Oregon policy previously enacted 09/05/01, continuing education/SB 95 policy previously enacted 07/12/01, reciprocity/France policy previously enacted 05/16/01, reciprocity lacking 85% training policy previously enacted 04/01/01, accepting late apprentice hours policy previously enacted 04/01/01, examinations/O.C.G.A § 43-10-9(e) policy previously enacted 02/21/01, educational requirement/ATB policy previously enacted 02/21/01, New York State reciprocity policy previously enacted 02/21/01, education requirement/ATB O.C.G.A § 43-10-9 (e) and (f) policy previously enacted 02/07/01, reciprocity for nail technician/estheticians policy previously enacted 01/17/01 and Junior instructor policy previously enacted 08/09/00.

Ms. Surrency advised the Board of the need to elect officers for the Y2007 year.

**Kay Kendrick moved, Evelyn Reid seconded and the Board voted unanimously** for the executive director to schedule a public hearing for chapter 3 and 4 rules on a separate date from a Board meeting.

**John Siggers moved, Betty Carlisle seconded, and the Board voted unanimously** to add language to the applications that all documents must be translated into English and to notify DL Roope that the changes will be added.

The Board requested that the executive director correspond with the state of Washington for their effective date that the written and practical exam was instituted and does Washington state extend reciprocity to Georgia.

**Betty Carlisle moved, John Siggers seconded and the Board voted unanimously** to establish a policy that no one can appear for an interview for a school license before submitting a complete school application.

**John Siggers moved, Evelyn Reid seconded and the Board voted** to keep the blow drying task as part of the master cosmetology and hair design examination.

Assistant Attorney General, Janet Jackson presented memorandums regarding proposed amendments to rules in chapter 130-3 and 130-4 Rule revisions.

**Don Westbrook moved, Evelyn Reid seconded, and the Board voted unanimously** to post the rule revisions as follows:

**130-4-.01 Quarters Facilities. Amended.**

(1)All establishments facilities (salons/shops or schools)wherein cosmetology services is are practiced or taught within the State of Georgia must provide suitable quarters equipped to

give adequate services, subject to inspection by ~~constituted~~ representatives of the Georgia State Board of Cosmetology.

(2) A beauty establishment facility shall have a permanent and definite location in which the ~~profession of cosmetology~~ professions of master cosmetologist, hair designer, nail technician, and/or esthetician, manicuring or esthetics ~~is~~ are practiced in accordance with the ~~laws and rules and regulations~~ of the Georgia State Board of Cosmetology. All mobile units, including kiosks, carts, mobile homes, trailers, and motor homes, shall not be licensed as ~~manicurist, esthetician or beauty salons/shops~~ unless they meet all requirements of ~~this~~ the Board and are permanently anchored on the ground with wheels detached.

Authority Ga.L.1963, Sect. 5, p. 47. ~~History. Original Rule entitled "Quarters" was filed on June 30, 1965. n O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-.08, 43-10-11~~

~~Amended: Filed March 17, 1969; effective April 5, 1969. Amended: Rule repealed and a new Rule of the~~

~~same title adopted. Filed February 25, 1986; effective March~~

~~17, 1986. Amended: F. Oct. 20, 1995; eff.~~

~~Nov. 9, 1995.~~

#### **130-4-.01 Facilities. Amended.**

(1) All facilities (salons/shops or schools) wherein cosmetology services are practiced or taught within the State of Georgia must provide suitable quarters equipped to give adequate services, subject to inspection by representatives of the Georgia State Board of Cosmetology.

(2) A beauty facility shall have a permanent and definite location in which the cosmetology professions of master cosmetologist, hair designer, nail technician, and/or esthetician, are practiced in accordance with the laws and rules of the Georgia State Board of Cosmetology. All mobile units, including kiosks, carts, mobile homes, trailers, and motor homes, shall not be licensed as salons/shops unless they meet all requirements of the Board and are permanently anchored on the ground with wheels detached.

Authority **O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-.08, 43-10-11**

#### **130-4-.02 Use of Premises Facility for Home Salon/Shop Domestic Purposes. Amended.**

Space used for a cosmetology facility must be separated by tight, ceiling high partitions from residence rooms and must have separate restrooms. The cosmetology facility shall have a separate outside entrance. Separate space must be provided for a cosmetology ~~establishment~~ facility. The use of any such space for sleeping, dining or any other domestic purpose is prohibited.

Authority Ga.L.1963, Sect. 5, p. 47. ~~History. Original Rule entitled "Use of Premises for Domestic~~

~~Purposes" was filed on June 30, 1965. Amended: Filed March 17, 1969; effective April 5, 1969.~~

~~Amended: Rule repealed and a new Rule of the same title adopted. Filed February 25, 1986; effective~~

~~March 17, 1986. O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-.08, 43-10-11, 43-10-18~~

#### **130-4-.02 Use of Facility for Home Salon/Shop Amended.**

Space used for a cosmetology facility must be separated by tight, ceiling high partitions from residence rooms and must have separate restrooms. The cosmetology facility shall have a separate outside entrance. Separate space must be provided for a cosmetology facility. The use of any such space for sleeping, dining or any other domestic purpose is prohibited.

Authority **O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-.08, 43-10-11, 43-10-18**

**130-4-.03 Premises Facilities (salon/shop/school).Amended.**

Space used for a cosmetology establishment facility must be separated by tight, ceiling high partitions from residence rooms.

Authority O.C.G.A. §43-10-.02, 43-10-.06, 43-10-8, 43-10-11-

~~Ga.L.1963,Sect.p.47.History.Original Rule entitled "Premises"was filed on June 30,1967.~~

~~Amended:Filed March 17,1969;effective April 5,1969.Amended:Rule repealed and a new Rule of the~~

~~same title adopted.Filed February 25,1986;effective March 17,1986.~~

**130-4-.03 Facilities (salon/shop/school).Amended.**

Space used for a cosmetology establishment facility must be separated by tight, ceiling high partitions from residence rooms.

Authority O.C.G.A. §43-10-.02, 43-10-.06, 43-10-8, 43-10-11

**130-4-.04 Cleanliness. Amended.**

Walls, ceiling, floors, furniture and equipment must be kept free from dust, dirt and debris. All equipment must be kept in good and safe working condition at all times.

Authority O.C.G.A. §43-10-.02, 43-10-.06, 43-10-8—

~~10Ga.L.1963,Sect.5,p.47.History.Original Rule entitled "Cleanliness"was filed on June 30,~~

~~1965.Amended:Filed March 17,1969;effective April 5,1969.Amended:Rule repealed and a new Rule~~

~~of the same title adopted.Filed February 25,1986;effective March 17,1986.~~

**130-4-.04 Cleanliness. Amended.**

Walls, ceiling, floors, furniture and equipment must be kept free from dust, dirt and debris. All equipment must be kept in good and safe working condition at all times.

Authority O.C.G.A. §43-10-.02, 43-10-.06, 43-10-8

**130-4-.05 Plumbing, Hot and Cold Water .Amended.**

Each ~~establishment~~ facility must have proper toilet and plumbing facilities and an adequate supply of hot and cold running water in accordance with recognized health standards.

Authority O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-8, 43-10-11

~~Ga.L.1963,Sect.5,p.47.History.Original Rule entitled "Plumbing, Hot and Cold Water"was~~

~~filed on June 30,1965.Amended:Filed March 17,1969;effective April 5,1969.Amended:Rule repealed~~

**130-4-.05 Plumbing, Hot and Cold Water .Amended.**

Each facility must have proper toilet and plumbing facilities and an adequate supply of hot and cold running water in accordance with recognized health standards.

Authority O.C.G.A. §§43-10-.02, 43-10-.06, 43-10-8, 43-10-11

**130-4-.06 Apprentices. Amended.**

No cosmetology ~~shop or salon~~ salon/shop shall have in training more than one apprentice for each ~~cosmetologist~~ person licensed at the master cosmetologist, hair designer esthetician or manieurist nail technician level. More than one apprentice is permissible if affirmatively shown to the Georgia State Board of Cosmetology that the apprentice will be denied the opportunity of learning the profession of cosmetology, hair design, esthetics, or nail

technology provided that the burden of proof shall be upon the person or persons seeking to show that the opportunity to learn the profession has been denied.

- (1) Each apprentice shall be trained and supervised by one master cosmetologist as shown on the apprentice's registration filed with the Board by the salon/shop owner/manager.
- (2) The salon/shop owner/manager may temporarily designate a qualified master to train and supervise the apprentice in the absence of the master licensee who is registered with the Board as being the master responsible for training the apprentice. The temporarily designated master shall have at least 36 months experience and shall have held a certificate of a master for at least 36 months as required by O.C.G.A. §43-10-14(a). The burden of proof for establishing that circumstances exist which require assigning an apprentice to another licensed and qualified master on a temporary basis shall be deemed to have been met if the training master is absent from the salon/shop for a limited duration of time. Such time periods include, but are not limited to, illness, jury duty, military leave, absences for personal business or travel, vacation, temporary leave of absence from work, or a leave under the federal "Family and Medical Leave Act".
- (3) Any apprentice training hours obtained at a location other than the salon/shop registered with the Board as the apprentice's training salon/shop shall not be counted toward the number of hours required for examination and licensing.

Authority O.C.G.A. Sec. §§43-10-.02, 43-10-9, and 43-10-.14. ~~History. Original Rule was filed on May 23, 1969; effective July 2,~~

~~1969, as specified by the Agency. Amended: Filed September 12, 1969; effective October 21, 1969, as~~

~~specified by the Agency. Amended: Filed January 23, 1975; effective February 12, 1975. Amended: Filed~~

~~September 15, 1978; effective October 5, 1978. Amended: Rule repealed and Emergency Rule 130-4-0.4-.06 adopted. Filed on April 11, 1983; effective April 5, 1983, the date of adoption, to remain in~~

~~effect for a period of 120 days or until the effective date of a permanent Rule covering the same subject~~

~~matter superseding this Emergency Rule, as specified by the Agency (Emergency Rule 130-4-0.4-.06~~

~~expired on August 2, 1983.) Amended: Rule repealed and a new Rule of the same title adopted. Filed~~

~~August 11, 1983; effective August 31, 1983. Amended: Rule repealed and a new Rule of the same title~~

~~adopted. Filed February 25, 1986; effective March 17, 1986.~~

#### **130-4-.06 Apprentices. Amended.**

No cosmetology salon/shop shall have in training more than one apprentice for each person licensed at the master cosmetologist, hair designer esthetician or nail technician level. More than one apprentice is permissible if affirmatively shown to the Georgia State Board of Cosmetology that the apprentice will be denied the opportunity of learning the profession of cosmetology, hair design, esthetics, or nail technology provided that the burden of proof shall be upon the person or persons seeking to show that the opportunity to learn the profession has been denied.

- (1) Each apprentice shall be trained and supervised by one master cosmetologist as shown on the apprentice's registration filed with the Board by the salon/shop owner/manager.

(2)The salon/shop owner/manager may temporarily designate a qualified master to train and supervise the apprentice in the absence of the master licensee who is registered with the Board as being the master responsible for training the apprentice. The temporarily designated master shall have at least 36 months experience and shall have held a certificate of a master for at least 36 months as required by O.C.G.A. §43-10-14(a). The burden of proof for establishing that circumstances exist which require assigning an apprentice to another licensed and qualified master on a temporary basis shall be deemed to have been met if the training master is absent from the salon/shop for a limited duration of time. Such time periods include, but are not limited to, illness, jury duty, military leave, absences for personal business or travel, vacation, temporary leave of absence from work, or a leave under the federal “Family and Medical Leave Act”.

(3)Any apprentice training hours obtained at a location other than the salon/shop registered with the Board as the apprentice’s training salon/shop shall not be counted toward the number of hours required for examination and licensing.

Authority O.C.G.A.Sec.§§43-10-.02, 43-10-9, and 43-10-.14.

#### **130-4-.07 Employment of Barbers in Cosmetology Shops or Salons Salons/Shops. Amended.**

(1)A person holding a current Georgia Master Barber License may be employed in a cosmetology ~~shop or salon~~ salon/shop without ~~shop or salon~~ salon/shop having a barber shop license.

(2)A licensed master barber shall not train an apprentice barber in a cosmetology ~~shop or salon~~ salon/shop.

Authority O.C.G.A Sec.§§43-10-2, 43-10-18.1.~~History.Original Rule entitled "Employment of Barbers in~~

~~Cosmetology Shops or Salons"was filed on February 25,1986;effective March 17,1986.~~

#### **130-4-.07 Employment of Barbers in Cosmetology Salons/Shops. Amended**

(1)A person holding a current Georgia Master Barber License may be employed in a cosmetology salon/shop without salon/shop having a barber shop license.

(2)A licensed master barber shall not train an apprentice barber in a cosmetology salon/shop.

Authority O.C.G.A Sec.§§43-10-2, 43-10-18.1.

#### **130-4-.08 Posting of Licenses, Rules, Reports and Citations Inspection Reports. Amended**

(1)Each ~~shop or salon~~ salon/shop shall post in an ~~conspicuous place~~ open area the current ~~salon or shop~~ salon/shop license issued to them by the Georgia State Board of Cosmetology, or a current copy of the online verification of licensure.

(2)Each person employed in ~~shop or salon~~ the salon/shop shall post, ~~at their work stations in~~ an open area, the current license/permit issued to them by the Georgia State Board of Cosmetology or the Georgia State Board of Barbers, or a current copy of the online verification of licensure.

(3)~~Shops or salons~~ Salons/Shops shall have posted in an open area at all times a copy of the most recent inspection report, ~~or citation.~~

(4)~~Shops or salons~~ Salons/Shops shall comply with rules for sanitation, health and disinfectants in Chapter 130-5 of the Rules of Georgia State Board of Cosmetology.

(5)Sanitary rules and regulations governing salons or shops in the State of Georgia shall

be posted in an open area conspicuous place in the ~~shop or salon~~ salon/shop so as to be easily read by customers.

Authority O.C.G.A. Sec. §§43-10-2, 43-10-.6, 43-10-8, 43-10-11. ~~History. Original Rule entitled "Posting of Licenses" was filed on February 25, 1986; effective March 17, 1986. Repealed: New Rule entitled "Posting of Licenses, Rules, Reports and Citations" adopted F. Jul. 20, 1993; eff. Aug. 9, 1993.~~

### **130-4-.08 Posting of Licenses, Rules, Reports and Inspection Reports. Amended**

(1) Each salon/shop shall post in open area the current salon/shop license issued to them by the Georgia State Board of Cosmetology, or a current copy of the online verification of licensure.

(2) Each person employed in the salon/shop shall post, in an open area, the current license/permit issued to them by the Georgia State Board of Cosmetology or the Georgia State Board of Barbers, or a current copy of the online verification of licensure.

(3) Salons/Shops shall have posted in an open area at all times a copy of the most recent inspection report.

(4) Salons/Shops shall comply with rules for sanitation, health and disinfectants in Chapter 130-5 of the Rules of Georgia State Board of Cosmetology.

(5) Sanitary rules and regulations governing salons or shops in the State of Georgia shall be posted in an open area in the salon/shop so as to be easily read by customers.

Authority O.C.G.A. Sec. §§43-10-2, 43-10-.6, 43-10-8, 43-10-11.

### **130-3-.01 Cosmetology School Equipment. Amended.**

(1) Each school desiring to teach cosmetology must provide the following minimum equipment:

(a) secured metal filing cabinets for school and student records;

(b) sufficient chalkboards;

(c) one (1) wet disinfectant container for each work station;

(d) a minimum of four (4) shampoo basins for enrollment up to fifteen (15) students, and one (1) additional shampoo basin for each additional fifteen (15) students or fraction thereof;

(e) three (3) facial chairs or cushioned massage tables;

(f) a minimum of seven (7) hair dryers for enrollment up to fifteen (15) students and one (1) additional dryer for each additional five (5) students;

(g) work stations with mirrors for each individual student;

(h) sufficient waste containers for soiled or disposable towels;

(i) one mannequin per student

(j) one closed container per station for clean implements only

(k) one closed towel container to adequately store clean linens.

(l) locker space for personal items must be furnished for each student;

(m) school minimum floor space 3,000 sq. ft.;

(n) four (4) manicuring tables with two (2) chairs at each table, ~~and implements as specified on nail care equipment rules of the Board~~

(o) paraffin wax machine and paraffin wax

(p) (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths;

(q) ~~pedicure supplies as listed in Rule 130-2-.03;~~ autoclave is an acceptable method of sterilization

(r) audio visual aids.

(s) a current copy of the Laws and Rules of the Georgia state Board of Cosmetology

(t) The basic kit for cosmetology students shall contain the following:

1. mannequin with hair at least 6-7 inches long
2. basic combs
3. scissors/shears/ and thinning shears
4. razor with guard and disposable blades
- 5 brushes
6. rollers
7. clips
8. protective capes
9. disposable neck strips
10. perm rods and end papers
11. marcel iron and flat iron
12. blow dryer
13. consumable supplies for esthetics
14. basic nail care kit; and consumable supplies for nail care
15. standard textbook
16. one (1) workbook

(2) All of the above equipment must be standard beauty equipment and maintained in good and safe working condition at all times.

(3) Any cosmetology school desiring to teach a separate course in hair design, esthetics or nail technology and having more than fifteen (15) students in a hair design, esthetics or nail technology course shall provide all necessary equipment and supplies for each such course.

(4) Schools licensed by the Board prior to March 17, 1986 are exempt from the square footage requirements of this rule, but such schools are not exempt from all other requirements of this rule.

Authority: O.C.G.A. §43-10-2, 43-10-12.

### **130-3-.01 Cosmetology School Equipment. Amended.**

(1) Each school desiring to teach cosmetology must provide the following minimum equipment:

- (a) secured metal filing cabinets for school and student records;
- (b) sufficient chalkboards;
- (c) one (1) wet disinfectant container for each work station;
- (d) a minimum of four (4) shampoo basins for enrollment up to fifteen (15) students, and one (1) additional shampoo basin for each additional fifteen (15) students or fraction thereof;
- (e) three (3) facial chairs or cushioned massage tables;
- (f) a minimum of seven (7) hair dryers for enrollment up to fifteen (15) students and one (1) additional dryer for each additional five (5) students;
- (g) work stations with mirrors for each individual student;
- (h) sufficient waste containers for soiled or disposable towels;
- (i) one mannequin per student
- (j) one closed container per station for clean implements only
- (k) one closed towel container to adequately store clean linens.
- (l) locker space for personal items must be furnished for each student;
- (m) school minimum floor space 3,000 sq. ft.;
- (n) four (4) manicuring tables with two (2) chairs at each table
- (o) paraffin wax machine and paraffin wax

(p) (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths;  
(q) autoclave is an acceptable method of sterilization  
(r) audio visual aids.

(s) a current copy of the Laws and Rules of the Georgia state Board of Cosmetology

(t) The basic kit for cosmetology students shall contain the following:

1. mannequin with hair at least 6-7 inches long
2. basic combs
3. scissors/shears/ and thinning shears
4. razor with guard and disposable blades
- 5 brushes
6. rollers
7. clips
8. protective capes
9. disposable neck strips
10. perm rods and end papers
11. marcel iron and flat iron
12. blow dryer
13. consumable supplies for esthetics
14. basic nail care kit; and consumable supplies for nail care
15. standard textbook
16. one (1) workbook

(2) All of the above equipment must be standard beauty equipment and maintained in good and safe working condition at all times.

(3) Any cosmetology school desiring to teach a separate course in hair design, esthetics or nail technology and having more than fifteen (15) students in a hair design, esthetics or nail technology course shall provide all necessary equipment and supplies for each such course.

(4) Schools licensed by the Board prior to March 17, 1986 are exempt from the square footage requirements of this rule, but such schools are not exempt from all other requirements of this rule.

Authority: O.C.G.A. §43-10-2, 43-10-12.

### **130-3-.02 Cosmetology School Curriculum. Amended.**

The curriculum for students enrolled in a school of cosmetology for a complete course of a minimum of nine(9)months and fifteen hundred (1,500)credit hours for training shall be as follows:

(a)Each school or licensed instructor shall require each student to obtain **250** total hours of training before the student performs clinical services on a client. Of these 250 hours, of which 200 hours shall be theory and training on mannequins, fifteen (15)hours shall be on skin care, ten (10)hours on nail care, and the final 25 hours shall be on live models in the curriculum as stated below.

For the purposes of this Rule, one (1)credit hour equals one (1)clock hour for the first 250 hours of training.

#### **Level 1**

1.Theory ≡(50)— (50 credit hours#/50 clock hours: Shall include instruction by a licensed instructor in the following subjects related to cosmetology:)

- (i)chemistry;
- (ii)sanitation and sterilization;
- (iii)introduction to skin care and nail care.

(iv)EPA;OSHA; Infection Control Standards; bloodspill procedures;

(v)AIDS; HIV; and communicable diseases.

2.Theory of Permanent Waving = (20)— (20 credit hours/#20 clock hours:) Shall include instruction by a licensed instructor in the following subjects:

(i)the chemistry of permanent wave solution and its reaction;

(ii)the chemistry of relaxers and its reaction

(iii)the principles of permanent wave rod placement.

3.Theory of Hair Coloring =(45)— (45 credit hours/#45 clock hours:) Shall include instruction by a licensed instructor in the following subjects:

(i)chemistry of color;

(ii)principles of color application;

(iii)the chemical action of hair color.

4.Theory of Hair and Scalp Treatments and Conditioning =(20)— (20 credit hours/#20 clock hours:) Shall include instruction by a licensed instructor in the following subjects:

(i)hair analysis;

(ii)scalp condition;

(iii)treatments;

(iv)analysis, condition and treatments especially in regard to braiding.

5.Theory of Hair cutting =(30)— (30 credit hours/#30 clock hours: Shall include instruction by a licensed instructor in the following subjects:)

(i)proper handling and care of instruments.

6.Theory of Shampooing =(15)— (15 credit hours/#15 clock hours: Shall include instruction by a licensed instructor in the following subjects:)

(i)proper procedure of shampooing;

(ii)knowledge of shampoo formulas;

(iii)water temperature.

7.Theory of Hairdressing (~~including braiding~~)=(45)— (45 credit hours/45 clock hours: Shall include instruction by a licensed instructor in the following:)

(i)20 hours training on mannequins;

(ii)25 hours training on live models (without compensation).

8.Theory of Nail Care and Skin Care =(25)— (25 credit hours/#25 clock hours.)

(i)concepts and principles of nail care procedures and correct handling of instruments —(10 credit hours/10 clock hours);

(ii)concepts and principles of skin care procedures and techniques — (15 credit hours/#15 clock hours);

**LEVEL 1 total: 250**

(b)When student has completed 250 credit hours (250 clock hours) in the above curriculum, with a minimum passing score of 75 percent, the student is prepared to progress to the clinic floor to perform clinical services on patrons. AFTER COMPLETION OF THE FIRST 250 CREDIT HOURS (250 CLOCK HOURS)OF

**Level 1** TRAINING THE CURRICULUM SHALL BE AS FOLLOWS:

1.Theory =(100)— (100 credit hours/#100 clock hours: Shall include instruction by a licensed instructor in the theory and practice of all required subjects of cosmetology and the following subjects related to cosmetology:)

(i)sterilization and sanitation;

(ii)physiology;

(iii)electricity;

(iv)safety precautions;

(v)chemistry of beauty products, actions/ reactions, and the composition of tints, dyes and bleaches;

(vi)salesmanship;

(vii)telephone ~~conversation~~ etiquette and ethics;

(viii)salon deportment: consisting of instruction in courtesy, neatness and professional attitude in meeting the public.

2.Social Skills, reception or Desk Work, Art and Ethics, State Board of Cosmetology Laws and Rules ~~Rules and Regulations and Laws~~ =(50)— (50 credit hours/50 clock hours.)

3.Laboratory~~=(50)~~ — (50 credit hours/50 clock hours:) Shall include practical training in preparing germicidal solutions, shampoos, tint and bleaches, practical training in washing and sanitizing all equipment in the beauty salon.

4.Hairdressing, Shampoo and Comb-out =(280)— 280 credit hours) Shall include shampoos, comprising dry, soapless, oil and reconditioner, finger waving, wet curls, thermocurling, blow drying, hair styles, combouts and all types of pressing; hot combs and chemicals; ~~and braiding the hair by hairweaving; interlocking, twisting; plaiting; wrapping by hand, chemical or mechanical devices; or using natural or synthetic fiber for extensions to the hair.~~

5.Hair Cutting and Shaping =(125)— (125 credit hours ~~((/166 applications)-~~))

6.Permanent Waving =(180)— (180 credit hours ~~((/60 applications)-~~))

7.Chemical Hair Relaxing =(100)— (100 credit hours ~~((/50 applications)-~~))

8.Hair Coloring and Hair Lightening =(140)— (140 credit hours: Shall include the following:)

(i)temporary ~~color~~ rinses and semi permanent color — (10 credit hours ~~((40 /12 applications);~~))

(ii)hair lightening — (25 credit hours ~~((/10 applications);~~))

(iii)virgin tints — (40 credit hours ~~((/20 applications);~~))

(iv)retouches — (60 credit hours ~~((/30 applications);~~))

(v)predisposition tests — 2 ½ credit hours;

(vi)dye and tint removal — 2 ½ credit hours.

9.Scalp and Hair Treatment ~~to include braiding~~ =(50)— (50 credit hours ~~((/66 applications) which shall include brushing and manipulations, corrective treatments, reconditioning treatments, and treatments pertaining to braiding.~~

10.Facial Treatment, Make-up and Hair Removal =(55) — (55 credit hours:)

(i)facial treatments — (30 credit hours/30 applications);

(ii)make-up ~~treatments~~ applications— (20 credit hours/~~to applications~~);

(iii)brow and lash tint — (5 credit hours/5 applications);

11.Hair Removal=(30) — (30 credit hours:)

(i)lip, chin and face — (10 credit hours/20 applications);

(ii)brow tweezing — (10 credit hours/20 applications);

(iii)brow waxing — (10 credit hours/20 applications);

12.Manicures, Pedicures and Nail Sculpting =(90)— (90 credit hours:)

(i)manicures with hand and forearm massage — (25 credit hours/25 applications);

(ii)pedicures with foot and leg massage — (20 credit hours/20 applications);

(iii)nail sculpting — (45 credit hours/15 applications);

### **Level 2 Total Hours: 1500**

Total Hours:1,500 credit hours/1,500 clock hours.

Authority O.C.G.A.Secs.43-10-1,43-10-2,43-10-9,43-10-12. ~~History.~~Original Rule entitled "Curriculum" adopted.F.and eff.June 30,1965. ~~Repealed:~~New Rule of same title adopted.F.Aug.2, 1967;eff.Aug.21,1967. ~~Repealed:~~New Rule of same title adopted.F.Apr.2,1971;eff.Apr.22,1971.

~~Amended: F. Apr. 14, 1981; eff. May 4, 1981. Amended: ER. 130-3-0.3-.02 adopted. F. Apr. 11, 1983; eff. Apr. 5, 1983, the date of adoption. Amended: Permanent Rule entitled "Cosmetology School Curriculum" adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983. Amended: F. Aug. 21, 1984; eff. Sept. 10, 1984. Repealed: New Rule of the same title adopted. F. Feb. 25, 1986; eff. Mar. 17, June 19, 2002; eff. July 9, 2002.~~

### **130-3-.02 Cosmetology School Curriculum. Amended.**

The curriculum for students enrolled in a school of cosmetology for a complete course of a minimum of nine(9)months and fifteen hundred (1,500)credit hours for training shall be as follows:

(a)Each school or licensed instructor shall require each student to obtain **250** total hours of training before the student performs clinical services on a client. Of these 250 hours, of which 200 hours shall be theory and training on mannequins, fifteen (15) hours shall be on skin care, ten (10)hours on nail care, and the final 25 hours shall be on live models in the curriculum as stated below.

For the purposes of this Rule, one (1)credit hour equals one (1)clock hour for the first 250 hours of training.

#### **Level 1**

1.Theory =(50)— (50 credit hours/50 clock hours: Shall include instruction by a licensed instructor in the following subjects related to cosmetology)

- (i)chemistry;
- (ii)sanitation and sterilization;
- (iii)introduction to skin care and nail care.
- (iv)EPA;OSHA; Infection Control Standards; bloodspill procedures;
- (v)AIDS; HIV; and communicable diseases.

2.Theory of Permanent Waving = (20)— (20 credit hours/20 clock hours) Shall include instruction by a licensed instructor in the following subjects:

- (i)the chemistry of permanent wave solution and its reaction;
- (ii)the chemistry of relaxers and its reaction
- (iii)the principles of permanent wave rod placement.

3.Theory of Hair Coloring =(45)— (45 credit hours/45 clock hours) Shall include instruction by a licensed instructor in the following subjects:

- (i)chemistry of color;
- (ii)principles of color application;
- (iii)the chemical action of hair color.

4.Theory of Hair and Scalp Treatments and Conditioning =(20)— (20 credit hours/20 clock hours:) Shall include instruction by a licensed instructor in the following subjects:

- (i)hair analysis;
- (ii)scalp condition;
- (iii)treatments;
- (iv)analysis, condition and treatments

5.Theory of Hair cutting =(30)— (30 credit hours/30 clock hours: Shall include instruction by a licensed instructor in the following subjects)

- (i)proper handling and care of instruments.

6.Theory of Shampooing =(15)— (15 credit hours/15 clock hours: Shall include instruction by a licensed instructor in the following subjects)

- (i)proper procedure of shampooing;
- (ii)knowledge of shampoo formulas;
- (iii)water temperature.

7.Theory of Hairdressing =(45)— (45 credit hours/45 clock hours) Shall include instruction by a licensed instructor in the following:)

(i)20 hours training on mannequins;

(ii)25 hours training on live models (without compensation).

8.Theory of Nail Care and Skin Care =(25)— (25 credit hours/25 clock hours)

(i)concepts and principles of nail care procedures and correct handling of instruments —(10 credit hours/10 clock hours)

(ii)concepts and principles of skin care procedures and techniques — (15 credit hours/15 clock hours)

**LEVEL 1 total: 250**

(b)When student has completed 250 credit hours /250 clock hours in the above curriculum, with a minimum passing score of 75 percent, the student is prepared to progress to the clinic floor to perform clinical services on patrons. AFTER COMPLETION OF THE FIRST 250 CREDIT HOURS /250 CLOCK HOURS OF **Level 1 TRAINING THE CURRICULUM SHALL BE AS FOLLOWS:**

1.Theory =(100)— (100 credit hours/100 clock hours: Shall include instruction by a licensed instructor in the theory and practice of all required subjects of cosmetology and the following subjects related to cosmetology)

(i)sterilization and sanitation;

(ii)physiology;

(iii)electricity;

(iv)safety precautions;

(v)chemistry of beauty products, actions/ reactions, and the composition of tints, dyes and bleaches;

(vi)salesmanship;

(vii)telephone etiquette and ethics;

(viii)salon deportment: consisting of instruction in courtesy, neatness and professional attitude in meeting the public.

2.Social Skills, reception or Desk Work, Art and Ethics, State Board of Cosmetology Laws and Rules =(50)— (50 credit hours/50 clock hours)

3.Laboratory=(50) — (50 credit hours/50 clock hours) Shall include practical training in preparing germicidal solutions, shampoos, tint and bleaches, practical training in washing and sanitizing all equipment in the beauty salon.

4.Hairdressing, Shampoo and Comb-out =(280)— 280 credit hours) Shall include shampoos, comprising dry, soapless, oil and reconditioner, finger waving, wet curls, thermocurling, blow drying, hair styles, combouts, and all types of pressing; hot combs and chemicals;

5.Hair Cutting and Shaping =(125)— (125 credit hours /166 applications)

6.Permanent Waving =(180)— (180 credit hours /60 applications)

7.Chemical Hair Relaxing =(100)— (100 credit hours /50 applications)

8.Hair Coloring and Hair Lightening =(140)— (140 credit hours: Shall include the following:)

(i)temporary rinses and semi permanent color — (10 credit hours 12 applications)

(ii)hair lightening — (25 credit hours /10 applications)

(iii)virgin tints — (40 credit hours /20 applications)

(iv)retouches — (60 credit hours /30 applications)

(v)predisposition tests — 2 ½ credit hours;

(vi)dye and tint removal — 2 ½ credit hours.

9. Scalp and Hair Treatment = **(50)** — (50 credit hours / 66 applications) which shall include brushing and manipulations, corrective treatments, reconditioning treatments

10. Facial Treatment, Make-up and Hair Removal = **(55)** — (55 credit hours)

(i) facial treatments — (30 credit hours/30 applications)

(ii) make-up applications — (20 credit hours/to applications)

(iii) brow and lash tint — (5 credit hours/5 applications)

11. Hair Removal = **(30)** — (30 credit hours)

(i) lip, chin and face — (10 credit hours/20 applications)

(ii) brow tweezing — (10 credit hours/20 applications)

(iii) brow waxing — (10 credit hours/20 applications)

12. Manicures, Pedicures and Nail Sculpting = **(90)** — (90 credit hours)

(i) manicures with hand and forearm massage — (25 credit hours/25 applications)

(ii) pedicures with foot and leg massage — (20 credit hours/20 applications)

(iii) nail sculpting — (45 credit hours/15 applications)

**Level 2 Total Hours: 1500**

Total Hours: 1,500 credit hours/1,500 clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-9, 43-10-12

**130-3-.03 Cosmetology School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to student as listed below. **Work Performed by Students**

(a) one cold or heat wave (including shampoo and set) — **3 hours**;

(b) ~~one bleach (including shampoo and set) — 2 ½ hours~~; one chemical relaxer (including shampoo and set) — 2 hours

(c) ~~one shampoo, set and comb out, or one pressing, curling and and comb out — 1 ½ hours~~; bleach (including shampoo and set) — 2 ½ hours;

(d) ~~one facial — 1 hour~~; one shampoo, set and comb out, or one pressing, curling and comb out — 1 ½ hours;

(e) ~~one brow and lash tint — 30 minutes~~; one facial — 1 hour;

(f) ~~one color other than bleach (including shampoo and set) — 2 hours~~; one brow and lash tint — 30 minutes;

(g) ~~one hair cut — 45 minutes~~; one color other than bleach (including shampoo and set) — 2 hours;

(h) ~~one shampoo — 15 minutes~~; one hair cut — 45 minutes;

(i) ~~one arch — 15 minutes~~; one shampoo — 15 minutes;

(j) ~~one temporary rinse — 45 minutes~~; one arch — 15 minutes;

(k) ~~one scalp treatment — 1 hour~~; one temporary rinse/semi permanent color — 45 minutes;

(l) ~~one manieure — 1 hour~~; one scalp treatment — 1 hour;

(m) one pedicure — **1 hour**; one manicure — 1 hour;

(n) ~~one chemical relaxer (including shampoo and set) — 2 hours~~; one pedicure — 1 hour;

(o) one full set of sculptured nail application — 3 hours

(2) A weekly work sheet, signed in black ink and/or electronic signature by the student and the instructor, shall be kept ~~on~~ for each student, which shows the number of hours of training in each subject. This work sheet shall be sub-totaled in January, April, June, and September and subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. Sec. 43-10-2, 43-10-6, 43-10-12 ~~History.~~ Original Rule entitled "Credit Hours" adopted. F. and eff. June

30, 1965. ~~Repealed:~~ New Rule of same title adopted. F. Aug. 2, 1967; eff. Aug. 21, 1967. ~~Amended:~~ F. Feb. 18, 1980; eff. Mar. 9, 1980. ~~Amended:~~ ER. 130 3 0.3 .03 adopted. F. Apr. 11, 1983; eff. Apr. 5, 1983, the date of adoption. ~~Amended:~~ Permanent Rule entitled "Cosmetology School Curriculum Credit Hours" adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983. ~~Repealed:~~ New Rule of same title adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986.

### **130-3-.03 Cosmetology School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to student as listed below. **Work Performed by Students**

- (a) one cold or heat wave (including shampoo and set) — **3 hours**;
- (b) one chemical relaxer (including shampoo and set) – 2 hours
- (c) bleach (including shampoo and set – 2 ½ hours;
- (d) one shampoo, set and comb out, or one pressing, curling and comb out – 1 ½ hours;
- (e) one facial – 1 hour;
- (f) one brow and lash tint – 30 minutes;
- (g) one color other than bleach (including shampoo and set) – 2 hours;
- (h) one hair cut – 45 minutes;
- (i) one shampoo – 15 minutes;
- (j) one arch – 15 minutes;
- (k) one temporary rinse/semi permanent color – 45 minutes;
- (l) one scalp treatment – 1 hour;
- (m) one manicure – 1 hour;
- (n) one pedicure – 1 hour;
- (o) one full set of sculptured nail application – 3 hours

(2) A weekly work sheet, signed in black ink and/or electronic signature by the student and the instructor, shall be kept for each student, which shows the number of hours of training in each subject. This work sheet shall be sub-totaled in January, April, June, and September and subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. §. 43-10-2., 43-10-6, 43-10-12

### **130-3-.04 Esthetician School Equipment. Amended.**

(1) Each esthetician school must provide the following minimum equipment:

- (a) ~~School Signs:~~ — ~~front entrance sign must clearly indicate type of school;~~ secured metal filing cabinets for school and student records;
- (b) ~~metal filing cabinets for school and student records;~~ sufficient chalkboards;
- (c) ~~sufficient chalkboards;~~ one lavatory bowl for up to fifteen students;
- (d) ~~one lavatory bowl for enrollment up to fifteen students;~~ eight facial chairs or cushioned massage tables;
- (e) ~~eight facial chairs or cushioned massage tables;~~ one work station or position per two students;
- (f) ~~one work station or position per two students;~~ one (1) set of facial equipment per each four (4) work stations or positions to include, brushing, vacuum ionization, glass electrode or high frequency galvanic or cathodic current, decrustation machine, spray or mister,
- (g) ~~one set of facial equipment per each two work stations or positions to include manual, mechanical, or electrical apparatus (at least one each of the following): electrical heating mask, steamer, brushing, vacuum ionization, glass electrode or high frequency galvanic or cathodic current (prohibited faradic), decrustation machine, spray or mister, one~~

magnification lamp; one(1) set of facial equipment per each two (2) work stations or positions to include steamer ,one magnification lamp

and

(h) sufficient trays for facial supplies; one covered container for soiled or disposable towels; also, container for soiled linen;

(i) one dry sterilizer per two work stations or positions; locker space must be furnished for each student;

(j) one covered waste paper basket container for soiled or disposable towels; one properly lighted make- up area;

(k) locker space must be furnished for each student; one head form or chart per class;

(l) one lighted make up area one head form or chart per class

(m) one head form or chart per class; school minimum floor space—1800 sq. ft.;

(n) student sign:— sign must be displayed reading "Service by Students Only"; wet sterilizer for each station

(o) sign prohibiting pets; closed cabinet for clean linen;

(p) school minimum floor space—1800 sq. ft.; locker space must be furnished for each student

(q) audio visual aids;

(r) wet sterilizer for each station;

(s) closed cabinet for clean linen;

(t) separate rest rooms for males and females;

(u) adequate ventilation;

(v) proper lighting;

(w) hot and cold running water;

(x) facilities for clean sanitary drinking water;

(y) library.

(z) autoclave is an acceptable method of sterilization

A basic kit for each esthetician student:

1. tweezers;

2. comedone extractors;

3. cleansers;

4. liquid soap;

5. skin fresheners (toners);

6. astringents;

7. moisturizers;

8. emollient creams;

9. foundation;

10. concealer;

11. blusher;

12. lipstick;

13. powder;

14. eye shadow;

15. mascara;

16. eyeliners;

17. eyebrow pencils;

18. professional pencil sharpener;

19. disposable sponges and applicators; and q-tips. Round cotton pads, rectangular rolled cotton and cotton balls, wooden spatula, muslin strips, disposable gloves .

20. one (1) textbook

21. one (1) workbook

22. a current copy of the laws and rules of the Georgia State Board of Cosmetology

(2) All of the above equipment must be standard equipment and maintained in good and safe working condition at all times.

(3) Each cosmetology school desiring to specialize in esthetics and having more than 15 students in the specialized course is required to obtain necessary equipment listed in this chapter.

Authority O.C.G.A. Sec. 43-10-2., 43-10-12 **History.** Original Rule entitled “Instructor Requirements” adopted. F. and eff. June 30, 1965. **Repealed:** New Rule of same title adopted. F. Aug. 2, 1967; eff. Aug. 21, 1967. **Amended:** ER. 130-3-0.3-.04 adopted. F. Apr. 11, 1983; eff. Apr. 5, 1983, the date of adoption. **Amended:** Permanent Rule entitled “Esthetician School Equipment” adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983. **Repealed:** New Rule of same title adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986.

### **130-3-.04 Esthetician School Equipment. Amended.**

(1) Each esthetician school must provide the following minimum equipment:

- (a) secured metal filing cabinets for school and student records;
- (b) sufficient chalkboards;
- (c) one lavatory bowl for up to fifteen students;
- (d) eight facial chairs or cushioned massage tables;
- (e) one work station or position per two students;
- (f) one (1) set of facial equipment per each four (4) work stations or positions to include, brushing, vacuum ionization, glass electrode or high frequency galvanic or cathodic current, decrustation machine, spray or mister,
- (g) one (1) set of facial equipment per each two (2) work stations or positions to include steamer, and one (1) magnification lamp
- (h) sufficient trays for facial supplies
- (i) one covered container for soiled or disposable towels; also, container for soiled linen;
- (j) locker space must be furnished for each student;
- (k) one properly lighted make-up area;
- (l) one head form or chart per class;
- (m) one head form or chart per class
- (n) school minimum floor space—1800 sq. ft.;
- (o) wet sterilizer for each station
- (p) closed cabinet for clean linen;
- (q) audio visual aids;
- (r) wet sterilizer for each station;
- (s) closed cabinet for clean linen;
- (t) separate rest rooms for males and females;
- (u) adequate ventilation;
- (v) proper lighting;
- (w) hot and cold running water;
- (x) facilities for clean sanitary drinking water;
- (y) library
- (z) autoclave is an acceptable method of sterilization

A basic kit for each esthetician student:

- 1. tweezers;

2. comedone extractors;
  3. cleansers;
  4. liquid soap;
  5. skin fresheners (toners);
  6. astringents;
  7. moisturizers;
  8. emollient creams;
  9. foundation;
  10. concealer;
  11. blusher;
  12. lipstick;
  13. powder;
  14. eye shadow;
  15. mascara;
  16. eyeliners;
  17. eyebrow pencils;
  18. professional pencil sharpener;
  19. disposable sponges and applicators; and q-tips. Round cotton pads, rectangular rolled cotton and cotton balls, wooden spatula, muslin strips, disposable gloves .
  20. one (1) textbook
  21. one (1) workbook
  22. a current copy of the laws and rules of the Georgia State Board of Cosmetology
- (2) All of the above equipment must be standard equipment and maintained in good and safe working condition at all times.
- (3) Each cosmetology school desiring to specialize in esthetics and having more than 15 students in the specialized course is required to obtain necessary equipment listed in this chapter.
- Authority O.C.G.A. Sec. 43-10-2, 43-10-12

### **130-3-.05 Esthetician School Curriculum. Amended.**

The curriculum for students enrolled in an esthetician school for a complete course of at least nine (9) months and 1,000 credit hours of training shall be as follows:

(a) No school or licensed instructor shall permit a student to render clinical services until the student has completed 250 credit/ clock hours of training in the following curriculum:

#### **Level 1**

1. Professional Practices =150— (150 credit/clock hours:)

- (i) bacteriology, sterilization, and sanitation;
- (ii) personal hygiene;
- (iii) public health and safety;
- (iv) EPA; OSHA' infection controls standards; and bloodspill procedures;
- (v) AIDS; HIV and communicable diseases;
- (vi) methods;
- (vii) facility hygiene; clean-up applications and procedures.

2. professional ethics =20— (20 credit/clock hours:)

- (i) personal attitude;
- (ii) personal image.

3. business practices =80— (80 credit/clock hours:)

- (i) State Board Rules Laws and Regulations and LawRules;

- (ii) esthetician salon development;
- (iii) business insurance;
- (iv) client records;
- (v) confidential ethics;
- (vi) medical record keeping;
- (vii) write your resume;
- (viii) the job interview.

**Level 1 Total 250 Hours**

(b) When the student has successfully completed 250 credit/clock hours in the above curriculum with a minimum passing score of 75 percent, the student may progress to the clinic floor to perform clinical services on patrons. After completion of the first 250 credit/clock hour of **Level 1** training, the curriculum shall be as follows:

**Level 2**

1. Sciences **=320**— (320 credit/clock hours:)

- (i) histology of skin;
  - (I) cell;
  - (II) tissue;
- (ii) dermatology and physiology:
  - (I) structure of the skin and glands;
  - (II) functions of the skin and glands;
  - (III) conditions and disorders of the skin;
  - (IV) physiology of color;
  - (V) morphology.
- (iii) Theory: ~~introduction to microdermabrasion:~~
  - (I) medical terminology;
  - (II) medical charting;
  - (III) clinical sanitation and sterilization;
  - (IV) patient psychology;
  - (V) customer service;
  - (VI) advanced skin analysis/diseases;
  - (VII) camouflage make-up.

2. Body treatment **=75**— (75 credit hours (75 applications):

- (i) massage;
- (ii) wraps;
- (iii) cellulite;
- (iv) aromatherapy;
- (v) reflexology.

3. Facials **=115** — (115 credit hours (115 applications):

- (i) client consultations and skin analysis;
- (ii) manipulations;
- (iii) cleansing;
- (iv) toning;
- (v) post-op therapy;
- (vi) pre-op therapy;
- (vii) spa facials.

(I) European Massage: The use of all five (5) basic massage movements in a systematic procedure that will improve and promote skin rejuvenation and relaxation;

(II) Aromatherapy: The use of essential oils in masks, massage, and diffusion to correct and promote relaxation;

(III) Product Therapy: The use of epidermabrasion product treatment solution in the form of serum, powders, or infusions for rejuvenation ~~and correction~~ of the skin;

(IV) Mask Therapy: The use of thermo, fleece, botanicals, anti-aging, and pore cleansing specialty masks to rejuvenate ~~and correct~~ the skin;

(V) Machines: The use of spa/salon machines that include galvanic, high frequency, brushing, vacuum, and vaporizers for aiding in skin rejuvenation ~~and correction~~. This does not include the use of the microdermabrasion machine in the school/student environment unless it is a FDA guideline class 1.

4. Make-up ~~=90~~— (90 credit hours (90 applications):

(i) client consultation and skin analysis;

(ii) contouring;

(iii) application;

(iv) color accent;

(v) camouflage make-up.

5. Hair removal ~~=75~~— (75 credit hours:)

(i) lip, chin, face — 20 credit hours (40 applications);

(ii) leg waxing — 10 credit hours (5 applications);

(iii) bikini waxing — 10 credit hours (20 applications);

(iv) brow arching — 35 credit hours (70 applications);

(I) brow tweezing — 15 credit hours (30 applications);

(II) brow waxing — 15 credit hours (30 applications);

(III) brown and lash tinting — 5 credit hours (10 applications).

6. Spa/Salon Management ~~=75~~— (75 credit/clock hours<sup>☺</sup>)

(i) front desk;

(ii) marketing: business, client, product;

(iii) managerial responsibilities;

(iv) client retention and tracking;

(v) business management;

(vi) business record management;

(vii) profit and loss statement management.

### **Level 2 Total 750**

Total hours — 1,000 credit hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12. ~~History. Original Rule entitled~~

~~“Application for Teacher’s License” adopted. F. Oct. 24, 1966; eff. Nov. 12, 1966.~~

~~**Repealed:** New Rule of~~

~~same title adopted. F. Aug. 2, 1967; eff. Aug. 21, 1967. **Amended:** F. Apr. 10, 1979; eff. Apr. 30, 1979.~~

~~**Amended:** ER. 130-3-0.3-.05 adopted. F. Apr. 11, 1983; eff. Apr. 5, 1983, the date of adoption. **Amended:**~~

~~Permanent Rule entitled “Esthetician School Curriculum” adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983.~~

~~**Repealed:** New Rule of same title adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Amended:** F. Mar. 19,~~

~~1986; eff. Apr. 8, 1986, **Amended:** F. June 19, 2002; eff. July 9, 2002.~~

### **130-3-.05 Esthetician School Curriculum. Amended.**

The curriculum for students enrolled in an esthetician school for a complete course of at least nine (9) months and 1,000 credit hours of training shall be as follows:

(a) No school or licensed instructor shall permit a student to render clinical services until the student has completed 250 credit/ clock hours of training in the following curriculum:

#### **Level 1**

1. Professional Practices =**150**— (150 credit/clock hours:)

- (i) bacteriology, sterilization, and sanitation;
- (ii) personal hygiene;
- (iii) public health and safety;
- (iv) EPA; OSHA' infection controls standards; and bloodspill procedures;
- (v) AIDS; HIV and communicable diseases;
- (vi) methods;
- (vii) facility hygiene; clean-up applications and procedures.

2. professional ethics =**20**— (20 credit/clock hours:)

- (i) personal attitude;
- (ii) personal image.

3. business practices =**80**— (80 credit/clock hours:)

- (i) State Board Rules Laws and Rules;
- (ii) esthetician salon development;
- (iii) business insurance;
- (iv) client records;
- (v) confidential ethics;
- (vi) medical record keeping;
- (vii) write your resume;
- (viii) the job interview.

#### **Level 1 Total 250 Hours**

(b) When the student has successfully completed 250 credit/clock hours in the above curriculum with a minimum passing score of 75 percent, the student may progress to the clinic floor to perform clinical services on patrons. After completion of the first 250 credit/ clock hour of **Level 1** training, the curriculum shall be as follows:

#### **Level 2**

1. Sciences =**320**— (320 credit/clock hours:)

- (i) histology of skin;
  - (I) cell;
  - (II) tissue;
- (ii) dermatology and physiology:
  - (I) structure of the skin and glands;
  - (II) functions of the skin and glands;
  - (III) conditions and disorders of the skin;
  - (IV) physiology of color;
  - (V) morphology.
- (iii) Theory:
  - (I) medical terminology;
  - (II) medical charting;
  - (III) clinical sanitation and sterilization;
  - (IV) patient psychology;
  - (V) customer service;

(VI) advanced skin analysis/diseases;

(VII) camouflage make-up.

2. Body treatment =**75**— (75 credit hours (75 applications)

(i) massage;

(ii) wraps;

(iii) cellulite;

(iv) aromatherapy;

(v) reflexology.

3. Facials=**115** — (115 credit hours (115 applications)

(i) client consultations and skin analysis;

(ii) manipulations;

(iii) cleansing;

(iv) toning;

(v) post-op therapy;

(vi) pre-op therapy;

(vii) spa facials.

(I) European Massage: The use of all five (5) basic massage movements in a systematic procedure that will improve and promote skin rejuvenation and relaxation;

(II) Aromatherapy: The use of essential oils in masks, massage, and diffusion to correct and promote relaxation;

(III) Product Therapy: The use of epidermabrasion product treatment solution in the form of serum, powders, or infusions for rejuvenation of the skin;

(IV) Mask Therapy: The use of thermo, fleece, botanicals, anti-aging, and pore cleansing specialty masks to rejuvenate the skin;

(V) Machines: The use of spa/salon machines that include galvanic, high frequency, brushing, vacuum, and vaporizers for aiding in skin rejuvenation. This does not include the use of the microdermabrasion machine in the school/student environment unless it is a FDA guideline class 1.

4. Make-up =**90**— (90 credit hours (90 applications)

(i) client consultation and skin analysis;

(ii) contouring;

(iii) application;

(iv) color accent;

(v) camouflage make-up.

5. Hair removal =**75**— (75 credit hours:)

(i) lip, chin, face — 20 credit hours (40 applications);

(ii) leg waxing — 10 credit hours (5 applications);

(iii) bikini waxing — 10 credit hours (20 applications);

(iv) brow arching — 35 credit hours (70 applications);

(I) brow tweezing — 15 credit hours (30 applications);

(II) brow waxing — 15 credit hours (30 applications);

(III) brown and lash tinting — 5 credit hours (10 applications).

6. Spa/Salon Management =**75**— (75 credit/clock hours)

(i) front desk;

(ii) marketing: business, client, product;

(iii) managerial responsibilities;

(iv) client retention and tracking;

(v) business management;

- (vi) business record management;
- (vii) profit and loss statement management.

**Level 2 Total 750**

Total hours — 1,000 credit hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12

**130-3-.06 Esthetician School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to students as listed below:

Work Performed by Students

- (a) one facial — **1 credit hour;**
- (b) one body treatment — **1 credit hour;**
- (c) one make-up — **1 credit hour;**
- (d) one hair removal or waxing (lip, chin, face) — **½ credit hour;**
- (e) one hair removal (leg) - **2 credit hours;**
- (f) one hair removal (bikini)- **½ credit hour**
- (g) one arching – **½ credit hour;**
- (h) brow and lash tinting - **1 credit hour.**

(2) A weekly work sheet, signed in black ink and/or electronic signature by the student and the instructor, shall be kept on each student which shows the number of hours or training in each subject, ~~and~~ this work sheet will be sub-totaled in January, April, June, and September and will be subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. Secs. 43-10-2; 43-10-9; 43-10-12. ~~History. Original Rule entitled “Curriculum for~~

~~Teacher’s Training” adopted. F. Oct. 24, 1966; eff. Nov. 12, 1966. Repealed: New Rule of the same title adopted. F. Aug. 2, 1967; eff. Aug. 21, 1967. Amended: F. Apr. 2, 1971; eff. Apr. 22, 1971. Repealed: New Rule entitled “Curriculum for Instructor Training” adopted. F. July 2, 1973; eff. July 22, 1973. Amended: F. Aug. 12, 1977; eff. Sept. 1, 1977.~~

~~Repealed: New Rule entitled “Esthetician School Curriculum Credit Hours” adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. Repealed: New rule of same title adopted. F. Jan. 12, 2001; eff. Feb. 1, 2001.~~

**130-3-.06 Esthetician School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to students as listed below:

Work Performed by Students

- (a) one facial — **1 credit hour;**
- (b) one body treatment — **1 credit hour;**
- (c) one make-up — **1 credit hour;**
- (d) one hair removal or waxing (lip, chin, face) — **½ credit hour;**
- (e) one hair removal (leg) - **2 credit hours;**
- (f) one hair removal (bikini)- **½ credit hour**
- (g) one arching – **½ credit hour;**
- (h) brow and lash tinting - **1 credit hour.**

(2) A weekly work sheet, signed in black ink and/or electronic signature by the student and the instructor, shall be kept on each student which shows the number of hours or training in each subject, this work sheet will be sub-totaled in January, April, June, and September and will be subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. Secs. 43-10-2; 43-10-9; 43-10-12.

### **130-3-.07 Nail Care School Equipment. Amended.**

(1) Each school of nail care must provide the following minimum equipment:

(a) ~~School Signs:— front entrance sign must clearly indicate type of school; exit sign;~~

Secured metal filing cabinet for school and student records;

~~(b) metal filing cabinet for school and student records;~~ sufficient chalkboards;

~~(c) sufficient chalkboards;~~ audio visual aids;

~~(d) at each work station one dry sterilizer and one wet sanitation container which allows for complete submersion of implements in hospital grade disinfectant;~~ Locker space must be furnished for each student;

~~(e) a minimum of four handwashing sinks separate from restrooms for enrollment up to fifteen (15) students and one additional sink for each fifteen (15) students or fraction thereof;~~ school minimum floor space 1,500 sq. ft.;

~~(f) advanced department will have adequate chairs for patrons; also, adequate ventilation for work area;~~ a minimum of four handwashing sinks separate from restrooms for enrollment up to fifteen (15) students and one additional sink for each fifteen (15) students;

~~(g) fifteen (15) work tables or one work space with adequate light must be provided for every student;~~ fifteen (15) nail stations with adequate light and two (2) chairs for each student;

~~(h) covered waste containers for each work station;~~ Wet disinfectant container for complete immersion of implements in hospital grade disinfectant for each station;

~~(i) covered container for soiled or disposable towels for each work station;~~ Sealed container for storage of disinfected implements. Ultraviolet (UV) sanitizers are acceptable storage containers;

~~(j) finger bowl for each student — manieure brushes;~~ Covered waster containers for each station;

~~(k) sufficient trays for manicuring supplies;~~ Closed cabinet for clean towels;

~~(l) one set mannequin hands per student;~~ Covered container for soiled or disposable towels;

~~(m) manicuring kit for each student containing sufficient implements for manicures and pedieures;~~ Proper paraffin wax machine and paraffin wax;

~~(n) implements to perform application of artificial nails;~~ Sufficient trays for nail supplies;

1. nail sculpting;

2. nail wraps;

3. nail tip application;

~~(o) four pedieure stations;~~ Closed container with cotton;

~~(p) sign must be displayed reading "Service by Students Only";~~ Fingerbowl with nail brush for each student;

~~(q) sign prohibiting pets;~~ One set of mannequin hands and/or practice fingers per student;

~~(r) school minimum floor space 1,500 sq. ft.;~~ One (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths;

~~(s) audio visual aids;~~ Professional electric nail file/drill;

~~(t) elosed cabinet for clean linens;~~ UV Gel light;

~~(u) locker space for student's personal items;~~ an auto clave is an acceptable method of sterilization

~~(v) hot and cold running water;~~ The basic kit and supplies for nail technology students shall contain the following:

1 a. metal cuticle pusher

b. metal nail file

c. manicure scissors

d. cuticle nippers

e. nail implements

f. metal drill bits

g. fingernail clipper

h. toenail clipper

i. tweezers and metal tongs

2. nail care supplies (disposable)

a. emery boards

b. nail buffers

c. orangewood sticks

d. cotton balls, q-tips

e. sponges applicators

f. wooden spatula

g. foot file or paddle

h. pedicure slippers and toe separators

i. disposable gloves

3. nail polish

4. polish remover

5. cuticle remover and cuticle oil

6. hand cream

7. materials for acrylic/gel sculptured nails, gel nails, nail wraps and nail tip applications

8. sanitizing foot soak

9. massage lotion

10. antiseptic foot spray

11. Copy of the laws and rules of the Georgia State Board of Cosmetology;

12. one (1) textbook

13. one (1) workbook)

~~(w) facilities for clean sanitary drinking water;~~

~~(x) library;~~

~~(y) adequate ventilation which complies with local, state, and federal requirements;~~

~~(z) separate rest rooms for males and females.~~

(2) All of the above equipment must be standard equipment and maintained in good working condition at all times.

(3) Each cosmetology school desiring to teach a separate course in nail care and having more than fifteen (15) students in the specialized course is required to obtain necessary equipment listed in this chapter.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12. **History.** Original Rule entitled "Curriculum for Junior

Instructors" adopted. F. Oct. 24, 1966; eff. Nov. 12, 1966. **Repealed:** New Rule of same title adopted. F.

Aug. 2, 1967; eff. Aug. 21, 1967. **Amended:** F. Apr. 2, 1971; eff. Apr. 22, 1971. **Repealed:** New Rule

~~entitled "Student Hours to Be Reported" adopted. F. July 2, 1973; eff. July 22, 1973.~~

~~**Repealed:** F. Sept.~~

~~15, 1978; eff. Oct. 5, 1978. **Amended:** ER. 130-3-0.3-.07 adopted. F. Apr. 11, 1983; eff.~~

~~Apr. 5, 1983, the date of adoption. **Amended:** Permanent Rule entitled "School of Cosmetology Manicuring Curriculum"~~

~~adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983. **Repealed:** New Rule entitled "Manicurist School~~

~~Equipment" adopted. F. Aug. 21, 1984; eff. Sept. 10, 1984. **Repealed:** New Rule entitled "Nail Care~~

~~School Equipment" adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Repealed:** New Rule of same title~~

~~adopted. F. Jan. 12, 2001; eff. Feb. 1, 2001.~~

### **130-3-.07 Nail Care School Equipment. Amended.**

(1) Each school of nail care must provide the following minimum equipment:

- (a) Secured metal filing cabinet for school and student records;
- (b) sufficient chalkboards;
- (c) audio visual aids;
- (d) Locker space must be furnished for each student;
- (e) school minimum floor space 1,500 sq. ft.;
- (f) a minimum of four handwashing sinks separate from restrooms for enrollment up to fifteen (15) students and one additional sink for each fifteen (15) students;
- (g) fifteen (15) nail stations with adequate light and two (2) chairs for each student;
- (h) Wet disinfectant container for complete immersion of implements in hospital grade disinfectant for each station;
- (i) Sealed container for storage of disinfected implements. Ultraviolet (UV) sanitizers are acceptable storage containers;
- (j) Covered waster containers for each station;
- (k) Closed cabinet for clean towels;
- (l) Covered container for soiled or disposable towels;
- (m) Proper paraffin wax machine and paraffin wax;
- (n) Sufficient trays for nail supplies;
- (o) Closed container with cotton;
- (p) Fingerbowl with nail brush for each student;
- (q) One set of mannequin hands and/or practice fingers per student;
- (r) One (1) whirlpool pedicure spa (with fixed plumbing) and three (3) footbaths;
- (s) Professional electric nail file/drill;
- (t) UV Gel light;
- (u) an autoclave is an acceptable method of sterilization
- (v) The basic kit and supplies for nail technology students shall contain the following:
  - 1 a. metal cuticle pusher
  - b. metal nail file
  - c. manicure scissors
  - d. cuticle nippers
  - e. nail implements
  - f. metal drill bits
  - g. fingernail clipper
  - h. toenail clipper

- i. tweezers and metal tongs
2. nail care supplies (disposable)
  - a. emery boards
  - b. nail buffers
  - c. orangewood sticks
  - d. cotton balls, q-tips
  - e. sponges applicators
  - f. wooden spatula
  - g. foot file or paddle
  - h. pedicure slippers and toe separators
  - i. disposable gloves
3. nail polish
4. polish remover
5. cuticle remover and cuticle oil
6. hand cream
7. materials for acrylic/gel sculptured nails, gel nails, nail wraps and nail tip applications
8. sanitizing foot soak
9. massage lotion
10. antiseptic foot spray
11. Copy of the laws and rules of the Georgia State Board of Cosmetology;
12. one (1) textbook
13. one (1) workbook)

(2) All of the above equipment must be standard equipment and maintained in good working condition at all times.

(3) Each cosmetology school desiring to teach a separate course in nail care and having more than fifteen (15) students in the specialized course is required to obtain necessary equipment listed in this chapter.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.08 Nail Care Curriculum. Amended.**

(1)One (1)credit hour EQUALS one (1)clock hour unless the credit is being given for an application. The curriculum for students enrolled in a nail care school for a complete course of at least four (4)months and 525 credit/525 clock hours of training shall be as follows:

(a)No school or licensed instructor shall permit a student to render clinical services until the student has successfully completed 140 credit/140clock hours of training with an minimum passing score of 75 percent in the following:

#### **Level 1**

1.Theory =(140) — (140 credit/140 clock hours):

- (i)Personal hygiene, professional ethics, and customer relations;
- (ii)Sanitation and sterilization, public health and safety, infection control and bacteriology;
- (iii)AIDS, HIV, and other communicable diseases;
- (iv)EPA, OSHA, other government standards; bloodspill procedure;
- (v)Physiology and anatomy, including that of the hands, arms feet and legs;
- (vi)The art of massage and massage techniques, introduction to reflexology;
- (vii)Nail composition and structure, nail disorders and nail diseases;
- (viii)Chemistry, including product knowledge, composition, usage, safety, and hazardous

materials;

(ix) Methods and procedures and implements, including their usage and safety;

(x) Salon Business:

(I) Salon development and business operations;

(II) Client consultations;

(III) Business development;

(IV) Marketing, advertising and retailing;

(V) Career/business planning, including preparation for interviews, resume writing, and goal setting.

(xi) Georgia State Board of Cosmetology laws; ~~and rules and regulations,~~ a copy of which shall be provided to students.

**Level 1 total: 140**

(2) After the student has successfully completed 140 credit/140 clock hours in the above curriculum with a passing score of 75 percent, the student may progress to the clinic floor to perform clinical services on patrons. **Note: Hours and applications are to apply to a full set only.** After the completion of the first 140 credit/140 clock hours of **Level 1** training, the curriculum shall be as follows:

(a) Manicure with hand and forearm massage (basic, hot oil, and various spa manicures) = **(70)**— (70 credit hours/70 applications);

(b) Pedicure with foot and leg massage (basic and various spa pedicures) = **(60)**— (60 credit hours/60 applications);

(c) Nail Sculpting = **(90)**— (90 credit hours/30 applications);

(d) Artificial tip application with overlay = **(60)**— (60 credit hours/20 applications);

(e) Nail wrapping (silk, linen, etc. on natural nails only) = **(20)** - (20 credit hours/20 applications);

(f) Fill-in application = **(30)**— (30 credit hours/30 applications);

(g) Artificial nail removal/nail repair = **(10)**— (10 credit hours/20 applications);

(h) Professional nail drill usage with professional drill designed for fingernails only = **(5)** - (5 credit hours/10 applications);

(i) Nail art techniques = **(10)**— (10 credit hours/10 applications);

(j) Airbrush nail art = **(5)**— (5 credit hours/5 applications);

(k) Paraffin treatments on hands and feet = **(5)**— (5 credit hours/10 applications);

(l) Student competition: advanced techniques and related subjects = **(20)**— (20 credit hours).

**Level 2 Total: 385**

TOTAL HOURS -525 credit/clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12. ~~History. Original Rule entitled “Student Hours to be~~

~~Reported” adopted. F. May 23, 1969; eff. July 2, 1969, as specified by the Agency. Repealed: F. July 2,~~

~~1973; eff. July 22, 1973. Amended: New Rule entitled “Cosmetology School Manicuring Curriculum~~

~~Credit Hours” adopted. F. Aug. 11, 1983; eff. Aug. 31, 1983. Repealed: New Rule entitled “Manicurist~~

~~School Curriculum” adopted. F. Aug. 21, 1984; eff. Sept. 10, 1984. Repealed: New Rule entitled “Nail~~

~~Care Curriculum” adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. Repealed: New Rule, same title adopted.~~

~~F. Jan. 12, 2001; eff. Feb. 1, 2001.~~

### **130-3-.08 Nail Care Curriculum. Amended.**

(1)One (1)credit hour EQUALS one (1)clock hour unless the credit is being given for an application. The curriculum for students enrolled in a nail care school for a complete course of at least four (4)months and 525 credit/525 clock hours of training shall be as follows:

(a)No school or licensed instructor shall permit a student to render clinical services until the student has successfully completed 140 credit/140clock hours of training with an minimum passing score of 75 percent in the following:

#### **Level 1**

1.Theory **=(140)** — (140 credit/140 clock hours)

- (i)Personal hygiene, professional ethics, and customer relations;
- (ii)Sanitation and sterilization, public health and safety, infection control and bacteriology;
- (iii)AIDS, HIV, and other communicable diseases;
- (iv)EPA, OSHA, other government standards; bloodspill procedure;
- (v)Physiology and anatomy, including that of the hands, arms feet and legs;
- (vi)The art of massage and massage techniques, introduction to reflexology;
- (vii)Nail composition and structure, nail disorders and nail diseases;
- (viii)Chemistry, including product knowledge, composition, usage, safety, and hazardous materials;
- (ix)Methods and procedures and implements, including their usage and safety;
- (x)Salon Business:
  - (I)Salon development and business operations;
  - (II)Client consultations;
  - (III)Business development;
  - (IV)Marketing, advertising and retailing;
  - (V)Career/business planning, including preparation for interviews, resume writing, and goal setting.
- (xi)Georgia State Board of Cosmetology laws and rules, a copy of which shall be provided to students.

#### **Level 1 total: 140**

(2)After the student has successfully completed 140 credit/140 clock hours in the above curriculum with a passing score of 75 percent, the student may progress to the clinic floor to perform clinical services on patrons. **Note: Hours and applications are to apply to a full set only.** After the completion of the first 140 credit/140 clock hours of **Level 1** training, the curriculum shall be as follows:

- (a)Manicure with hand and forearm massage (basic, hot oil, and various spa manicures) **=(70)**— (70 credit hours/#70 applications);
- (b)Pedicure with foot and leg massage (basic and various spa pedicures) **=(60)**-(60 credit hours/60 applications)
- (c)Nail Sculpting **=(90)**— (90 credit hours/30 applications)
- (d)Artificial tip application with overlay **=(60)**-(60 credit hours/20 applications)
- (e)Nail wrapping (silk, linen, etc. on natural nails only) **=(20)** - (20credit hours/20 applications)
- (f)Fill-in application **=(30)**-(30 credit hours/30 applications)
- (g)Artificial nail removal/nail repair **=(10)**-(10 credit hours/20 applications)

- (h) Professional nail drill usage with professional drill designed for fingernails only = (5) - (5 credit hours/10 applications)
- (i) Nail art techniques = (10) - (10 credit hours/10 applications)
- (j) Airbrush nail art = (5) - (5 credit hours/5 applications)
- (k) Paraffin treatments on hands and feet = (5) - (5 credit hours/10 applications)
- (l) Student competition: advanced techniques and related subjects = (20) - (20 credit hours)

**Level 2 Total: 385**

TOTAL HOURS -525 credit/clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12.

**130-3-.09 Nail Care School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to students as listed below:

Work Performed by Students

- (a) Manicure with hand and forearm massage — 1 credit hour;
  - (b) Pedicure with foot and leg massage — 1 credit hour;
  - (c) Nail sculpting — 3 credit hours;
  - (d) Artificial tip application with overlay — 3 credit hours;
  - (e) Nail Wrapping (silk, linen, etc.) on natural nails only — 1 credit hour;
  - (f) Fill in application — 1 credit hour;
  - (g) Nail repair or artificial nail removal — ½ credit hour;
  - (h) Professional nail drill usage — ½ credit hour;
  - (i) Nail art and airbrush techniques — 5 minutes per nail or 1 credit hour/full set;
  - (j) Natural nail overlay — 1 credit hour;
  - (k) Paraffin treatment — ½ credit hour.
- (2) A weekly work sheet, signed in black ink or electronic signature by the student and the instructor, shall be kept on each student ~~showing which shows~~ the number of hours of training in each subject. ~~and~~ This work sheet shall be sub-totaled in January, April, June, and September and subject to review by the inspector at any time.
- (3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. Secs. 43-10-2, 43-10-9, 43-10-12. **History.** Original Rule entitled “Manicurist School Curriculum Credit Hours” adopted. F. Aug. 21, 1984; eff. Sept. 10, 1984. **Repealed:** New Rule entitled “Nail Care School Curriculum Credit Hours” adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Repealed:** New Rule of same title adopted. F. Jan. 12, 2001; eff. Feb. 1, 2001.

**130-3-.09 Nail Care School Curriculum Credit Hours. Amended.**

(1) Credits will be allowed to students as listed below:

Work Performed by Students

- (a) Manicure with hand and forearm massage — 1 credit hour;
- (b) Pedicure with foot and leg massage — 1 credit hour;
- (c) Nail sculpting — 3 credit hours;
- (d) Artificial tip application with overlay — 3 credit hours;
- (e) Nail Wrapping (silk, linen, etc.) on natural nails only — 1 credit hour;
- (f) Fill in application — 1 credit hour;
- (g) Nail repair or artificial nail removal — ½ credit hour;
- (h) Professional nail drill usage — ½ credit hour;
- (i) Nail art and airbrush techniques — 5 minutes per nail or 1 credit hour/full set;

(j) Natural nail overlay — 1 credit hour;

(k) Paraffin treatment — ½ credit hour.

(2) A weekly work sheet, signed in black ink or electronic signature by the student and the instructor, shall be kept on each student which shows the number of hours of training in each subject. This work sheet shall be sub-totaled in January, April, June, and September and subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. Secs. 43-10-2, 43-10-9, 43-10-12.

### **~~130-3-10 Curriculum for Cosmetology Instructor Training at the Master Level. Amended.~~**

~~(1) Persons receiving instructor training in a cosmetology school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor. (2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.~~

~~(a) Persons receiving instructor training shall be furnished an instructor training manual.~~

~~(3) The curriculum in a school of cosmetology for an instructor training course at the master level, must include at least one year and 1500 hours of training as stated below. For purposes of this Rule, one (1) credit hour equals one (1) clock hour.~~

~~(a) General Education — 500 credit /500 clock hours: All classroom instruction must be by a licensed instructor in the theory and practice of all required subjects of cosmetology, nail care, and esthetics. State Cosmetology Board — 50 credit/50 clock hours:~~

~~(i) Laws, rules and regulations.~~

~~2. Principles of teaching cosmetology — 300 credit/300 clock hours;~~

~~3. Principles of teaching nail care — 75 credit/75 clock hours;~~

~~4. Principles of teaching esthetics — 75 credit/75 clock hours.~~

~~(b) Teaching techniques and audio visual aids — 450 credit/450 clock hours:~~

~~1. Curriculum development;~~

~~2. Lesson plans and presentations;~~

~~3. Classroom management and discipline;~~

~~4. Demonstrations and lecturing;~~

~~5. Testing and examinations.~~

~~(c) Practice teaching — 550 credit/550 clock hours.~~

~~(4) The above 1,500 credit/1,500 clock hours curriculum for a complete cosmetology instructor training course at the master level shall be posted in a prominent place in all cosmetology schools at all times.~~

Authority O.C.G.A. Secs. 43-10-2, 43-10-12. **History.** Original Rule entitled “Curriculum for Cosmetology Instructor Training at the Master Level” adopted. F. Aug. 21, 1984; eff. Sept. 10, 1984. **Repealed:** New Rule of same title adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Amended:** F. June 19, 2002; eff. July 9, 2002. **Hair Designer School Equipment.**

(1) Each school desiring to teach hair design must provide the following minimum equipment:

(a) secured metal filing cabinets for school and student records;

(b) sufficient chalkboards;

(c) one (1) wet disinfectant container for each work station;

- (d) a minimum of four (4) shampoo basins for enrollment up to fifteen (15) students, and one (1) additional shampoo basin for each additional fifteen (15) students or fraction thereof;
  - (e) a minimum of seven (7) hair dryers for enrollment up to fifteen (15) students and one (1) additional dryer for each additional five (5) students;
  - (f) work stations with mirrors for each individual student;
  - (g) sufficient closed containers for soiled or disposable towels;
  - (h) one mannequin per student
  - (i) one closed container per station for clean implements only
  - (j)one closed towel container to adequately store clean linens.
  - (k) locker space for personal items must be furnished for each student;
  - (l) school minimum floor space: 1800 sq. ft.;
  - (m) audio visual aids
  - (n) an autoclave is an acceptable method of sterilization
  - (o) a current copy of the Laws and Rules of the Georgia state Board of Cosmetology
  - (p)The basic kit for hair design students shall contain the following:
    1. mannequin with hair at least 6-7 inches long
    2. basic combs
    3. scissors/shears/ and thinning shears
    4. razor with guard and disposable blades
    - 5 brushes
    6. rollers
    7. clips
    8. protective capes
    9. disposable neck strips
    10. perm rods and end papers
    11. marcel iron/ flat iron
    12. blow dryer
    13. consumable supplies for esthetics
    14. standard textbook
    15. one (1) workbook
  - (2) All of the above equipment must be standard beauty equipment and maintained in good and safe working condition at all times.
  - (3) Any cosmetology school desiring to teach a separate course in cosmetology, esthetics or nail care technology and having more than fifteen (15) students in an cosmetology, esthetics or nail technology each course must shall provide all necessary equipment and supplies for each such school course.
- Authority: O.C.G.A. §§43-10-2.43-10-12.

### **130-3-10 Hair Designer School Equipment.**

- (1) Each school desiring to teach hair design must provide the following minimum equipment:
  - (a) secured metal filing cabinets for school and student records;
  - (b) sufficient chalkboards;
  - (c) one (1) wet disinfectant container for each work station;
  - (d) a minimum of four (4) shampoo basins for enrollment up to fifteen (15) students, and one (1) additional shampoo basin for each additional fifteen (15) students or fraction thereof;
  - (e) a minimum of seven (7) hair dryers for enrollment up to fifteen (15) students and one (1) additional dryer for each additional five (5) students;

- (f) work stations with mirrors for each individual student;
- (g) sufficient closed containers for soiled or disposable towels;
- (h) one mannequin per student
- (i) one closed container per station for clean implements only
- (j) one closed towel container to adequately store clean linens.
- (k) locker space for personal items must be furnished for each student;
- (l) school minimum floor space: 1800 sq. ft.;
- (m) audio visual aids
- (n) an autoclave is an acceptable method of sterilization
- (o) a current copy of the Laws and Rules of the Georgia state Board of Cosmetology
- (p) The basic kit for hair design students shall contain the following:
  1. mannequin with hair at least 6-7 inches long
  2. basic combs
  3. scissors/shears/ and thinning shears
  4. razor with guard and disposable blades
  - 5 brushes
  6. rollers
  7. clips
  8. protective capes
  9. disposable neck strips
  10. perm rods and end papers
  11. marcel iron/ flat iron
  12. blow dryer
  13. consumable supplies for esthetics
  14. standard textbook
  15. one (1) workbook
- (2) All of the above equipment must be standard beauty equipment and maintained in good and safe working condition at all times.
- (3) Any cosmetology school desiring to teach a separate course in cosmetology, esthetics or nail care technology and having more than fifteen (15) students in an cosmetology, esthetics or nail technology each course must shall provide all necessary equipment and supplies for each such school course.

Authority: O.C.G.A. §§43-10-2.43-10-12.

**~~130-3-.11 Curriculum for Esthetician Instructor Training. Amended.~~**

- ~~(1) Persons receiving esthetician instructor training in a cosmetology or esthetician school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or schools at any time without the direct supervision of a licensed instructor.~~
- ~~(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.~~
- ~~(a) Persons receiving instructor training shall be furnished a teacher's training manual.~~
- ~~(3) The curriculum in a cosmetology or esthetician school, for an instructor training course, of at least nine (9) months and 1,000 credit hours of training as stated below. For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.~~
- ~~(a) The Professional Teacher — 200 credit/200 clock hours:~~
  - ~~1. The Teacher:~~
    - ~~(i) Personality;~~
    - ~~(ii) Technical Knowledge;~~

- (iii) ~~Teacher's Characteristics;~~
- (iv) ~~Teachers as Professionals.~~
- 2. ~~Preparation for Teaching:~~
  - (i) ~~Planning the Course/Curriculum Development;~~
  - (ii) ~~Preparing Lesson Plans:~~
    - (I) ~~Objectives;~~
    - (II) ~~Outline;~~
    - (III) ~~Student Activities.~~
  - (iii) ~~Steps of Teaching:~~
    - (I) ~~Preparation;~~
    - (II) ~~Presentation;~~
    - (III) ~~Application;~~
    - (IV) ~~Testing.~~
- (b) ~~Student Motivation and Learning—200 credit/200 clock hours:~~
  - 1. ~~State Board of Cosmetology Requirements and Record Keeping;~~
  - 2. ~~Student Motivation;~~
  - 3. ~~Student Participation;~~
  - 4. ~~Student Personalities;~~
  - 5. ~~Individual Differences:~~
    - (i) ~~Slow Learner;~~
    - (ii) ~~Gifted Learner.~~
- (c) ~~Methods, Management and Material—225 credit/225 clock hours:~~
  - 1. ~~Methods, Procedures and Techniques of Teaching;~~
    - (i) ~~Lectures and Discussions;~~
    - (ii) ~~Demonstrations;~~
    - (iii) ~~Conducting Practice Activities;~~
    - (iv) ~~Questioning Techniques;~~
    - (v) ~~Results;~~
    - (vi) ~~Special Situations.~~
  - 2. ~~Classroom Management:~~
    - (i) ~~Physical Environment;~~
    - (ii) ~~Administrative Duties;~~
    - (iii) ~~Student Discipline;~~
    - (iv) ~~Class Supervision;~~
    - (v) ~~Classroom Routine;~~
    - (vi) ~~Corrective Measures.~~
  - 3. ~~Teaching Materials:~~
    - (i) ~~Audio-Visual Aids;~~
    - (ii) ~~Values of Different Teaching Aids;~~
    - (iii) ~~Correct Usage;~~
    - (iv) ~~Miscellaneous Teaching Materials:~~
      - (I) ~~Textbooks;~~
      - (II) ~~Workbooks;~~
      - (III) ~~Reference Books;~~
      - (IV) ~~Creative Aids.~~
- (d) ~~Testing and Evaluation—125 credit/125 clock hours:~~
  - 1. ~~Testing:~~
    - (i) ~~Purpose;~~

- (ii) Performance Tests;
- (iii) Written Tests;
- (iv) Standardized Tests.

2. Evaluation:

- (i) General Student Abilities;
- (ii) Student Achievement;
- (iii) Teacher Evaluation.

(e) Education (Vocabulary Development) — 250 credit/250 clock hours.

Total Hours — 1,000 credit/1,000 Clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12. **History.** Original Rule entitled “Curriculum for Esthetician Instructor Training” adopted. F. Aug. 21, 1984; eff. Sept. 10, 1984.

**Repealed:** New Rule of same title adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Repealed:**

New Rule of same title adopted. F. Jan. 12, 2001; eff. Feb. 1, 2001. **Repealed:** New Rule of same title adopted. F. Feb. 26, 2002; eff. Mar. 18, 2002. **Hair Designer School Curriculum.**

The curriculum for students enrolled in a school of hair design for a complete course of a minimum of seven (7) months and thirteen hundred twenty five (1325) credit hours for training shall be as follows:

(a) Each school or licensed instructor shall require each student to obtain **250** total hours of training before the student performs clinical services on a client. Of these 250 hours, **200** hours shall be theory and training on mannequins, and the final **50** hours shall be on live models in the curriculum as stated below.

For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.

**Level 1**

1. Theory =(50)— (50 credit hours/50 clock hours): Shall include instruction by a licensed instructor in the following subjects related to hair design:

- (i) chemistry;
- (ii) sanitation and sterilization;
- (iii) EPA; OSHA; Infection Control Standards; bloodspill procedures;
- (iv) AIDS; HIV; and communicable diseases.

2. Theory of Permanent Waving =(20)— (20 credit hours/20 clock hours): Shall include instruction by a licensed instructor in the following subjects:

- (i) the chemistry of permanent wave solution and its action / reaction;
- (ii) the chemistry of relaxers and its action/reaction
- (iii) the principles of permanent wave rod placement.

3. Theory of Hair Coloring =(45) —(45 credit hours/45 clock hours): Shall include instruction by a licensed instructor in the following subjects:

- (i) chemistry of color;
- (ii) principles of color application;
- (iii) the chemical action/reaction of hair color.

4. Theory of Hair and Scalp Treatments and Conditioning =(20)— (20 credit hours/20 clock hours): Shall include instruction by a licensed instructor in the following subjects:

- (i) hair analysis;
- (ii) scalp condition;
- (iii) treatments;

(iv) analysis, condition and treatments.

5. Theory of Hair cutting =(30)— (30 credit hours/30 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) proper handling and care of instruments.

6. Theory of Shampooing =(15)— (15 credit hours/15 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) proper procedure of shampooing;

(ii) knowledge of shampoo formulas;

(iii) water temperature.

7. Theory of Hairdressing/hairstyling =(70)— (70 credit hours/ 70 clock hours): Shall include instruction by a licensed instructor in the following:

(i) 20 hours on mannequin

(ii) 50 hours training on live models (without compensation).

**Level 1 total: 250**

(b) When a student has completed 250 credit hours (250 clock hours) in the above Level 1 curriculum, with a minimum passing score of 75 percent, the student is prepared to progress to the clinic floor to perform clinical services on patrons. AFTER COMPLETION OF THE FIRST 250 CREDIT HOURS (250 CLOCK HOURS) OF Level 1 TRAINING THE CURRICULUM SHALL BE AS FOLLOWS:

1. Theory =(100)— (100 credit hours/100 clock hours): Shall include instruction by a licensed instructor in the theory and practice of all required subjects of cosmetology and the following subjects related to cosmetology:

(i) sterilization and sanitation;

(ii) physiology;

(iii) electricity;

(iv) safety precautions;

(v) chemistry of beauty products actions/ reactions, and the composition of tints, dyes and bleaches;

(vi) salesmanship;

(vii) telephone etiquette and ethics;

(viii) salon deportment: consisting of instruction in courtesy, neatness and professional attitude in meeting the public.

2. Social Skills, Reception or Desk Work, Art and Ethics, State Board Laws and Rules =(50) — (50 credit hours/50 clock hours).

3. Laboratory =(50)— (50 credit hours/50 clock hours): Shall include practical training in preparing germicidal solutions, shampoos, tints and bleaches, practical training in washing and sanitizing all equipment in the beauty salon.

4. Hairdressing/Hairstyling, Shampoo and Comb-out =(140)— (140 credit hours): Shall include shampoos, comprising dry, soapless, oil and reconditioner, finger waving, wet curls, blow drying ,thermocurling, hair styles, comb outs , and all types of pressing; hot combs and chemicals;

5. Hair Cutting and Shaping =(160)— (160 credit hours /120applications).

6. Permanent Waving =(215)— (215 credit hours (60 applications).

7. Chemical Hair Relaxing =(135)— (135 credit hours /50 applications).

8. Hair Coloring and Hair Lightening =(175)— (175 credit hours): Shall include the following:

(i) temporary rinses and semi-permanent color— 10 credit hours (12 applications);

(ii) hair lightening — 60 credit hours (24 applications);

(iii) virgin tints — 60 credit hours (30 applications);

(iv) retouches — 40 credit hours (20 applications);

(v) predisposition tests — 2 ½ credit hours;

(vi) dye and tint removal — 2 ½ credit hours.

9. Scalp and Hair Treatment =(50)— (50 credit hours (50 applications)

which shall include brushing and manipulations, corrective treatments, and reconditioning treatments.

**Level 2 Total hours: 1075**

Total hours 1325

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12.

### **130-3-11 Hair Designer School Curriculum.**

The curriculum for students enrolled in a school of hair design for a complete course of a minimum of seven (7) months and thirteen hundred twenty five (1325) credit hours for training shall be as follows:

(a) Each school or licensed instructor shall require each student to obtain **250** total hours of training before the student performs clinical services on a client. Of these 250 hours, **200** hours shall be theory and training on mannequins, and the final **50** hours shall be on live models in the curriculum as stated below.

For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.

#### **Level 1**

1. Theory =(50)— (50 credit hours/50 clock hours): Shall include instruction by a licensed instructor in the following subjects related to hair design:

(i) chemistry;

(ii) sanitation and sterilization;

(iii) EPA; OSHA; Infection Control Standards; bloodspill procedures;

(iv) AIDS; HIV; and communicable diseases.

2. Theory of Permanent Waving =(20)— (20 credit hours/20 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) the chemistry of permanent wave solution and its action / reaction;

(ii) the chemistry of relaxers and its action/reaction

(iii) the principles of permanent wave rod placement.

3. Theory of Hair Coloring =(45) —(45 credit hours/45 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) chemistry of color;

(ii) principles of color application;

(iii) the chemical action/reaction of hair color.

4. Theory of Hair and Scalp Treatments and Conditioning =(20)— (20 credit hours/20 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) hair analysis;

(ii) scalp condition;

(iii) treatments;

(iv) analysis, condition and treatments.

5. Theory of Hair cutting =(30)— (30 credit hours/30 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) proper handling and care of instruments.

6. Theory of Shampooing =(15)— (15 credit hours/15 clock hours): Shall include instruction by a licensed instructor in the following subjects:

(i) proper procedure of shampooing;

(ii) knowledge of shampoo formulas;

(iii) water temperature.

7. Theory of Hairdressing/hairstyling =(70)— (70 credit hours/ 70 clock hours): Shall include instruction by a licensed instructor in the following:

(i) 20 hours on mannequin

(ii) 50 hours training on live models (without compensation).

**Level 1 total: 250**

(b) When a student has completed 250 credit hours (250 clock hours) in the above Level 1 curriculum, with a minimum passing score of 75 percent, the student is prepared to progress to the clinic floor to perform clinical services on patrons. AFTER COMPLETION OF THE FIRST 250 CREDIT HOURS (250 CLOCK HOURS) OF **Level 1 TRAINING THE CURRICULUM SHALL BE AS FOLLOWS:**

1. Theory =(100)— (100 credit hours/100 clock hours): Shall include instruction by a licensed instructor in the theory and practice of all required subjects of cosmetology and the following subjects related to cosmetology:

(i) sterilization and sanitation;

(ii) physiology;

(iii) electricity;

(iv) safety precautions;

(v) chemistry of beauty products actions/ reactions, and the composition of tints, dyes and bleaches;

(vi) salesmanship;

(vii) telephone etiquette and ethics;

(viii) salon deportment: consisting of instruction in courtesy, neatness and professional attitude in meeting the public.

2. Social Skills, Reception or Desk Work, Art and Ethics, State Board Laws and Rules =(50) — (50 credit hours/50 clock hours).

3. Laboratory =(50)— (50 credit hours/50 clock hours): Shall include practical training in preparing germicidal solutions, shampoos, tints and bleaches, practical training in washing and sanitizing all equipment in the beauty salon.

4. Hairdressing/Hairstyling, Shampoo and Comb-out =(140)— (140 credit hours): Shall include shampoos, comprising dry, soapless, oil and reconditioner, finger waving, wet curls, blow drying ,thermocurling, hair styles, comb outs , and all types of pressing; hot combs and chemicals;

5. Hair Cutting and Shaping =(160)— (160 credit hours /120applications).

6. Permanent Waving =(215)— (215 credit hours (60 applications)).

7. Chemical Hair Relaxing =(135)— (135 credit hours /50 applications).

8. Hair Coloring and Hair Lightening =(175)— (175 credit hours): Shall include the following:

(i) temporary rinses and semi-permanent color— 10 credit hours (12 applications);

(ii) hair lightening — 60 credit hours (24 applications);

(iii) virgin tints — 60 credit hours (30 applications);

(iv) retouches — 40 credit hours (20 applications);

(v) predisposition tests — 2 ½ credit hours;

(vi) dye and tint removal — 2 ½ credit hours.

9. Scalp and Hair Treatment =50)— (50 credit hours (50 applications)

which shall include brushing and manipulations, corrective treatments, and reconditioning treatments,

**Level 2 Total hours: 1075**

Total hours 1325

Authority O.C.G.A. Secs. 43-10-2, 43-10-6, 43-10-9, 43-10-12.

### **130-3-.12 Curriculum for Nail Care Instructor Training.**

~~(1) Persons receiving nail care instructor training in a cosmetology or nail care school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.~~

~~(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.~~

~~(a) Persons receiving instructor training shall be furnished a teacher's training manual.~~

~~(3) The curriculum in a cosmetology or nail care school for an instructor training course must include a minimum of at least four (4) months and 525 credit hours of training as stated below. For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.~~

~~(a) Course planning and instructions — 225 credit/225 clock hours:~~

- ~~1. curriculum development;~~
- ~~2. lesson planning and presentations;~~
- ~~3. teaching principles;~~
- ~~4. teaching methods;~~
- ~~5. teaching aids and materials;~~
- ~~6. understanding different learning styles.~~

~~(b) Lecture and demonstration — 100 credit/100 clock hours:~~

- ~~1. lesson planning;~~
- ~~2. preparation;~~
- ~~3. vocabulary and instruction;~~
- ~~4. voice and clarity.~~

~~(c) Classroom management — 115 credit/115 clock hours:~~

- ~~1. student motivation;~~
- ~~2. student participation;~~
- ~~3. disciplinary procedures;~~
- ~~4. classroom supervision;~~
- ~~5. record keeping.~~

~~(d) Testing and evaluations — 25 credit/25 clock hours.~~

~~(e) Developing student activities and projects — 50 credit/50 clock hours;~~

~~(f) State board of cosmetology: rules, regulations and laws — 10 credit/10 clock hours:~~

- ~~1. rules, regulations, and laws;~~
- ~~2. student quarterly progress.~~

~~Total Hours — 525 credit/525 clock hours.~~

Authority O.C.G.A. Secs. 43-10-2, 43-10-12. **History.** Original Rule entitled "Curriculum for Nail Care Instructor Training" adopted. F. Feb. 25, 1986; eff. Mar. 17, 1986. **Repealed:** New Rule of same title adopted. F. Jan. 12, 2001; eff. Feb. 1, 2001. **Repealed:** New Rule of same title adopted. F. Feb. 26, 2002; eff. Mar. 18, 2002

### **Hair Designer School Curriculum Credit Hours.**

**(1) Credits will be allowed to student as listed below. Work Performed by Students**

**(a) one cold or heat wave (including shampoo and set) — 3 hours;**

**(b) one chemical relaxer (including shampoo and set – 2 hours**

**(c) bleach (including shampoo and set – 2 ½ hours;**

**(d) one shampoo, set and comb out, or one pressing, curling and comb out – 1 ½ hours;**

(e) one color other than bleach (including shampoo and set) – 2 hours;

(f) one hair cut – 45 minutes;

(g)one shampoo – 15 minutes;

(h) one temporary rinse/semi permanent color – 45 minutes;

(i) one scalp treatment – 1 hour;

(2) A weekly work sheet, signed in black ink or electronic signature by the student and the instructor, shall be kept on each student which shows the number of hours of training in each subject. This work sheet shall be sub-totaled in January, April, June and September and subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. §. 43-10-2, 43-10-6, 43-10-9, 43-10-12

### **130-3-.12 Hair Designer School Curriculum Credit Hours.**

(1) Credits will be allowed to student as listed below. **Work Performed by Students**

(a) one cold or heat wave (including shampoo and set) — **3 hours;**

(b) one chemical relaxer (including shampoo and set – 2 hours

(c) bleach (including shampoo and set – 2 ½ hours;

(d) one shampoo, set and comb out, or one pressing, curling and comb out – 1 ½ hours;

(e) one color other than bleach (including shampoo and set) – 2 hours;

(f) one hair cut – 45 minutes;

(g)one shampoo – 15 minutes;

(h) one temporary rinse/semi permanent color – 45 minutes;

(i) one scalp treatment – 1 hour;

(2) A weekly work sheet, signed in black ink or electronic signature by the student and the instructor, shall be kept on each student which shows the number of hours of training in each subject. This work sheet shall be sub-totaled in January, April, June and September and subject to review by the inspector at any time.

(3) Any student shall have the right to refuse to attend classes for more than eight (8) hours in one day.

Authority O.C.G.A. §. 43-10-2, 43-10-6, 43-10-9, 43-10-12

### **130-3-.13 Posting of Licenses, Rules, Reports and Citations.**

~~(1) Each Cosmetology, Esthetic, and/or Nail Care School shall post in a conspicuous place the current school license issued to them by the Georgia State Board of Cosmetology.~~

~~(2) Each school shall post in a conspicuous place the Georgia State Board of Cosmetology rules and regulations, the sanitary regulations, and the most recent inspection report or citation.~~

~~(3) All student permits shall be posted in a conspicuous place for public view on school premises.~~

~~(4) All Master licenses and Master Instructor(s), Esthetician Instructor(s) and Manicurist Instructor(s) licenses issued to licensees by the Georgia State Board of Cosmetology must be posted in a conspicuous place for public view on school premises.~~

Authority O.C.G.A. Sec. 43-10-2. **History.** Original Rule entitled “Posting of Licenses, Rules, Reports and Citations” adopted. F. July 20, 1993, eff. Aug. 9, 1993. **Curriculum for Cosmetology Instructor**

#### **Training**

(1) Persons receiving instructor training in a cosmetology school shall spend all of their

training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

Persons receiving instructor training shall be furnished an instructor training manual.

(3) The curriculum in a school of cosmetology for an instructor training course shall be completed within one (1) year and 750 hours of training as stated below.

For purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) General Education =(250)—(250credit / 250clock hours): All practice teaching must be supervised by a licensed instructor.

1 Cosmetology Laws, rules and regulations —(25 credit/25 clock hours.)

2. Principles of teaching cosmetology —(150credit/ 150clock hours;)

3. Principles of teaching nail care —(37.50credit/ 37.50clock hours;)

4. Principles of teaching esthetics —(37.50credit/ 37.50clock hours.)

(b) Teaching techniques and audio visual aids =(225)—(225credit/ 225clock hours):

1. Curriculum development;

2. Lesson plans and presentations;

3. Classroom management and discipline;

4. Demonstrations and lectures;

5. various methods of evaluation.

(c) Practice teaching =(275)—(275credit/ 275clock hours.)

Total Cosmetology Instructor Training Hours: 750

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-13 Curriculum for Cosmetology Instructor Training**

(1) Persons receiving instructor training in a cosmetology school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

Persons receiving instructor training shall be furnished an instructor training manual.

(3) The curriculum in a school of cosmetology for an instructor training course shall be completed within one (1) year and 750 hours of training as stated below.

For purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) General Education =(250)—(250credit / 250clock hours): All practice teaching must be supervised by a licensed instructor.

1 Cosmetology Laws, rules and regulations —(25 credit/25 clock hours.)

2. Principles of teaching cosmetology —(150credit/ 150clock hours;)

3. Principles of teaching nail care —(37.50credit/ 37.50clock hours;)

4. Principles of teaching esthetics —(37.50credit/ 37.50clock hours.)

(b) Teaching techniques and audio visual aids =(225)—(225credit/ 225clock hours):

1. Curriculum development;

2. Lesson plans and presentations;

3. Classroom management and discipline;

4. Demonstrations and lectures;

5. various methods of evaluation.

(c) Practice teaching =(275)—(275credit/ 275clock hours.)

Total Cosmetology Instructor Training Hours: 750

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.14 Curriculum Requirements for Barber to Become Master Cosmetologist.**

In order to be licensed as a master cosmetologist, a person licensed to practice barbering must meet all the requirements of O.C.G.A. § 43-10-9(h) and pass the master cosmetologist examination. Before taking the examination, a barber must submit proof of successfully completing 250 credit hours of training in a board approved cosmetology school in the following subjects:

(a) Hairstyling—100 credit hours:

1. hair cutting and shaping—10 credit hours required (3/4 credit hours for 1 application);

2. roller placement; shampoo; set and comb out; blow drying; one pressing; curling and comb out—25 credit hours required (11/2 credit hours for 1 application);

3. fingerwaves—20 credit hours required (1 credit hour for 1 application);

4. pineurls—20 credit hours required (1 credit hour for 1 application);

5. braiding—25 credit hours required (1 credit hour for 1 application);

(b) Nail care—30 credit hours (hours and applications are to apply to full sets only):

1. manicure—10 credit hours (1 credit hour/1 application);

2. pedicures—5 credit hours (1 credit hour/1 application);

3. nail sculpting—15 credit hours (3 credit hours/1 application).

(c) Hair lightening and color removal—70 credit hours:

1. hair lightening—40 credit hours (21/2) credit hours/1 application);

2. virgin lightening—20 credit hours (1 credit hour/1 application);

3. virgin tint—30 credit hours (2 credit hours/1 application);

4. retouch tint—30 credit hours (1 credit hour/1 application);

(d) Permanent waving—20 credit hours (1 credit hour/1 application);

(e) Chemical relaxing—20 credit hours (1 credit hour/1 application);

(f) Skin care—10 credit hours comprised of 1 credit hour per application or facial given.

Total Hours—250 credit hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-9. **History.** Original Rule entitled “Curriculum Requirements for Barber to Become Master Cosmetologist” adopted, F. Feb. 26, 2002; eff. Mar. 18, 2002 **Curriculum for**

#### **Hair Designer Instructor Training**

(1) Persons receiving instructor training in a hair design school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

(a) Persons receiving instructor training shall be furnished an instructor training manual.

(3) The curriculum in a school of hair design for an instructor training course shall be completed within one (1) year and 750 hours of training as stated below.

For purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) General Education =(225) —(225credit / 225clock hours):

All practice teaching must be supervised by a licensed instructor.

(b) Cosmetology Laws and rules = (25)(25 credit/25 clock hours.)  
(c). Principles of teaching hair design = (100)—100credit/ 100clock hours;  
(d) Teaching techniques and audio visual aids = (225)—(225credit/ 225clock hours):  
1. Curriculum development;  
2. Lesson plans and presentations;  
3. Classroom management and discipline;  
4. Demonstrations and Theory lectures;  
5. various methods of evaluation.  
(e Practice teaching = (175)—(175credit/ 175clock hours).  
Total Hair Designer Instructor Hours: 750  
Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.14 Curriculum for Hair Designer Instructor Training**

(1) Persons receiving instructor training in a hair design school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

(a) Persons receiving instructor training shall be furnished an instructor training manual.

(3) The curriculum in a school of hair design for an instructor training course shall be completed within one (1) year and 750 hours of training as stated below.  
For purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) General Education = (225) —(225credit / 225clock hours):  
All practice teaching must be supervised by a licensed instructor.

(b) Cosmetology Laws and rules = (25)(25 credit/25 clock hours.)

(c). Principles of teaching hair design = (100)—100credit/ 100clock hours;

(d) Teaching techniques and audio visual aids = (225)—(225credit/ 225clock hours):

1. Curriculum development;

2. Lesson plans and presentations;

3. Classroom management and discipline;

4. Demonstrations and Theory lectures;

5. various methods of evaluation.

(e Practice teaching = (175)—(175credit/ 175clock hours).

Total Hair Designer Instructor Hours: 750  
Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.15 Curriculum for Esthetician Instructor Training. Amended.**

(1) Persons receiving esthetician instructor training in a cosmetology or esthetician school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or schools at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

(a) Persons receiving instructor training shall be furnished a teacher's training manual.

(3) The curriculum in a cosmetology or esthetician school, for an instructor training course, must be completed within nine (9) months and 500 credit hours of training as stated below. For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) The Professional Teacher =100— (100 credit/100 clock hours:)

1. The Teacher:

(i) Personality;

(ii) Technical Knowledge;

(iii) Teacher's Characteristics;

(iv) Teachers as Professionals.

2. Preparation for Teaching:

(i) Planning the Course/Curriculum Development;

(ii) Preparing Lesson Plans:

(I) Objectives;

(II) Outline;

(III) Student Activities.

(iii) Steps of Teaching:

(I) Preparation;

(II) Presentation;

(III) Application;

(IV) Testing.

(b) Student Motivation and Learning =100— (100 credit/100 clock hours:)

1. State Board of Cosmetology Requirements and Record Keeping;

2. Student Motivation;

3. Student Participation;

4. Student Personalities;

5. Individual Differences:

(i) Slow Learner;

(ii) Gifted Learner.

(c) Methods, Management and Material =115— (115 credit/115 clock hours:)

1. Methods, Procedures and Techniques of Teaching:

(i) Lectures and Discussions;

(ii) Demonstrations;

(iii) Conducting Practice Activities;

(iv) Questioning Techniques;

(v) Results;

(vi) Special Situations.

2. Classroom Management:

(i) Physical Environment;

(ii) Administrative Duties;

(iii) Student Discipline;

(iv) Class Supervision;

(v) Classroom Routine;

(vi) Corrective Measures.

3. Teaching Materials:

(i) Audio-Visual Aids;

(ii) Values of Different Teaching Aids;

(iii) Correct Usage;

(iv) Miscellaneous Teaching Materials:

(I) Textbooks;

(II) Workbooks;

(III) Reference Books;

(IV) Creative Aids.

(d) Methods of Testing and Evaluation =60— (60 credit/60 clock hours:)

1. Testing:

(i) Purpose;

(ii) Performance Tests;

(iii) Written Tests;

(iv) Standardized Tests.

2. Evaluation:

(i) General Student Abilities;

(ii) Student Achievement;

(iii) Teacher Evaluation.

(e) Education (Vocabulary Development) =125— (125 credit/125 clock hours.)

Total Hours —500credit/500Clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.15 Curriculum for Esthetician Instructor Training. Amended.**

(1) Persons receiving esthetician instructor training in a cosmetology or esthetician school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or schools at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

(a) Persons receiving instructor training shall be furnished a teacher's training manual.

(3) The curriculum in a cosmetology or esthetician school, for an instructor training course, must be completed within nine (9) months and 500 credit hours of training as stated below.

For the purposes of this Rule, one (1) credit hour equals one (1) clock hour.

(a) The Professional Teacher =100— (100 credit/100 clock hours:)

1. The Teacher:

(i) Personality;

(ii) Technical Knowledge;

(iii) Teacher's Characteristics;

(iv) Teachers as Professionals.

2. Preparation for Teaching:

(i) Planning the Course/Curriculum Development;

(ii) Preparing Lesson Plans:

(I) Objectives;

(II) Outline;

(III) Student Activities.

(iii) Steps of Teaching:

(I) Preparation;

(II) Presentation;

(III) Application;

(IV) Testing.

(b) Student Motivation and Learning =100— (100 credit/100 clock hours:)

1. State Board of Cosmetology Requirements and Record Keeping;

2. Student Motivation;

3. Student Participation;

4. Student Personalities;

5. Individual Differences:

(i) Slow Learner;

(ii) Gifted Learner.

(c) Methods, Management and Material =115— (115 credit/115 clock hours:)

1. Methods, Procedures and Techniques of Teaching;

(i) Lectures and Discussions;

(ii) Demonstrations;

(iii) Conducting Practice Activities;

- (iv) Questioning Techniques;
  - (v) Results;
  - (vi) Special Situations.
  - 2. Classroom Management:
    - (i) Physical Environment;
    - (ii) Administrative Duties;
    - (iii) Student Discipline;
    - (iv) Class Supervision;
    - (v) Classroom Routine;
    - (vi) Corrective Measures.
  - 3. Teaching Materials:
    - (i) Audio-Visual Aids;
    - (ii) Values of Different Teaching Aids;
    - (iii) Correct Usage;
    - (iv) Miscellaneous Teaching Materials:
      - (I) Textbooks;
      - (II) Workbooks;
      - (III) Reference Books;
      - (IV) Creative Aids.
  - (d) Methods of Testing and Evaluation =**60**— (60 credit/60 clock hours:)
    - 1. Testing:
      - (i) Purpose;
      - (ii) Performance Tests;
      - (iii) Written Tests;
      - (iv) Standardized Tests.
    - 2. Evaluation:
      - (i) General Student Abilities;
      - (ii) Student Achievement;
      - (iii) Teacher Evaluation.
  - (e) Education (Vocabulary Development) =**125**— (125 credit/125 clock hours.)
- Total Hours —500credit/500Clock hours.  
 Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

**130-3-.16 Curriculum for Nail Care Instructor Training.**

- (1) Persons receiving nail care instructor training in a cosmetology or nail care school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.
- (2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise. Persons receiving instructor training shall be furnished a teacher's training manual.
- (3) The curriculum in a cosmetology or nail care school for an instructor training course be completed within four (4) months and 250credit hours of training as stated below. For the purposes of this Rule, (1) credit hour equals one (1) clock hour.
  - (a) Course planning and instructions =(100) — (100 credit/100clock hours):
    - 1. curriculum development;
    - 2. lesson planning and presentations;
    - 3. teaching principles;
    - 4. teaching methods;
    - 5. teaching aids and materials;

6. understanding different learning styles.

(b) Lecture and demonstration =(50)— ( 50credit/ 50clock hours):

1. lesson planning;

2. preparation;

3. vocabulary and instruction;

4. voice and clarity.

(c) Classroom management =(57)— (57credit/ 57clock hours):

1. student motivation;

2. student participation;

3. disciplinary procedures;

4. classroom supervision;

5. record keeping.

(d) various method of evaluations =(13)— (13credit/ 13clock hours).

(e) Developing student activities and projects =(20)— (20credit/ 20clock hours);

(f) State Board of Cosmetology: Laws and rules =(10)— (10 credit/10 clock hours):

1. Laws and rules;

2. student quarterly progress.

Total Hours — 250credit/250clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.16 Curriculum for Nail Care Instructor Training.**

(1) Persons receiving nail care instructor training in a cosmetology or nail care school shall spend all of their training time under the direct supervision of a licensed instructor and shall not be left in charge of students or school at any time without the direct supervision of a licensed instructor.

(2) Persons receiving instructor training are not permitted to perform clinical services on a patron for compensation, either by appointment or otherwise.

Persons receiving instructor training shall be furnished a teacher's training manual.

(3) The curriculum in a cosmetology or nail care school for an instructor training course be completed within four (4) months and 250credit hours of training as stated below. For the purposes of this Rule, (1) credit hour equals one (1) clock hour.

(a) Course planning and instructions =(100) — (100 credit/100clock hours):

1. curriculum development;

2. lesson planning and presentations;

3. teaching principles;

4. teaching methods;

5. teaching aids and materials;

6. understanding different learning styles.

(b) Lecture and demonstration =(50)— ( 50credit/ 50clock hours):

1. lesson planning;

2. preparation;

3. vocabulary and instruction;

4. voice and clarity.

(c) Classroom management =(57)— (57credit/ 57clock hours):

1. student motivation;

2. student participation;

3. disciplinary procedures;

4. classroom supervision;

5. record keeping.

(d) various method of evaluations =(13)— (13credit/ 13clock hours).

(e) Developing student activities and projects =(20)— (20credit/ 20clock hours);

(f) State Board of Cosmetology: Laws and rules =(10)— (10 credit/10 clock hours):

1. Laws and rules;

2. student quarterly progress.

Total Hours — 250credit/250clock hours.

Authority O.C.G.A. Secs. 43-10-2, 43-10-12.

### **130-3-.17Posting of Licenses, Rules, Reports and Inspections.**

(1) Each School shall post in an open area, the current school license issued to them by the Georgia State Board of Cosmetology.

(2) Each school shall post in an open area, available for public view, the Georgia State Board of Cosmetology Laws and rules, the sanitation regulations, and the most recent inspection report.

(3) A complete current copy of the law, O.C.G.A.- §§43-10-1 through 43-10-20, and the Laws and rules of the Board, Chapters 130-1 through 130-11, shall be available upon request.

(4) All Instructor(s) licenses issued to licensees by the Georgia State Board of Cosmetology must be posted in an open area for public view on school premises.

(5) A sign shall be displayed at the school's front entrance reading: "Service by Students Only".

(6)A sign shall be displayed at the school's front entrance prohibiting pets, except guide and assistance dogs as permitted by Title 30 of the Georgia Code.

(7)The following signs shall be posted in an open area of each school and shall be available for public view at all times:

(a) All cosmetology services shall only be performed on intact, healthy scalp, skin, and nails.

(b) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.

(c) Any razor-like implement, such as credo blades, shall not be used to prevent the risk of injury or infection.

(d) Pumice stones shall not be reused from one customer to another to prevent the spread of bacteria.

(8) The following signs shall be posted in the pedicure service area of a school and shall be available for public view at all times:

(a) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.

(b) Any razor-like implement, such as credo blades, shall not be used to prevent the risk of injury or infection.

(c) Pumice stones shall not be reused from one customer to another to prevent the spread of bacteria.

Authority O.C.G.A. §§ See. 43-10-2, 43-10-6, 43-10-12.

### **130-3-.17Posting of Licenses, Rules, Reports and Inspections.**

- (1) Each School shall post in an open area, the current school license issued to them by the Georgia State Board of Cosmetology.
  - (2) Each school shall post in an open area, available for public view, the Georgia State Board of Cosmetology Laws and rules, the sanitation regulations, and the most recent inspection report.
  - (3) A complete current copy of the law, O.C.G.A.-§§43-10-1 through 43-10-20, and the Laws and rules of the Board, Chapters 130-1 through 130-11, shall be available upon request.
  - (4) Instructor(s) licenses issued to licensees by the Georgia State Board of Cosmetology must be posted in an open area for public view on school premises.
  - (5) A sign shall be displayed at the school's front entrance reading: "Service by Students Only".
  - (6) A sign shall be displayed at the school's front entrance prohibiting pets, except guide and assistance dogs as permitted by Title 30 of the Georgia Code.
  - (7) The following signs shall be posted in an open area of each school and shall be available for public view at all times:
    - (a) All cosmetology services shall only be performed on intact, healthy scalp, skin, and nails.
    - (b) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.
    - (c) Any razor-like implement, such as credo blades, shall not be used to prevent the risk of injury or infection.
    - (d) Pumice stones shall not be reused from one customer to another to prevent the spread of bacteria.
  - (8) The following signs shall be posted in the pedicure service area of a school and shall be available for public view at all times:
    - (a) Customers should not shave their legs the same day as receiving pedicure services to reduce the risk of infection.
    - (b) Any razor-like implement, such as credo blades, shall not be used to prevent the risk of injury or infection.
    - (c) Pumice stones shall not be reused from one customer to another to prevent the spread of bacteria.
- Authority O.C.G.A. §§ 43-10-2, 43-10-6, 43-10-12.

### **130-3-18 Curriculum Requirements for Barber to Become Master**

**Cosmetologist.** In order to be licensed as a master cosmetologist, a person licensed to practice barbering must meet all the requirements of O.C.G.A. § 43-10-9(h) and pass the master cosmetologist examination. Before taking the examination, a barber must submit proof of successfully completing 250 credit hours of training in a board approved cosmetology school in the following subjects:

**(a) Hairstyling =(75)— (75credit hours:)**

**1. hair cutting and shaping — (10 credit hours required -3/4 credit hours for 1 application);**

**2. roller placement; shampoo; set and comb-out; blow drying; one pressing; marcel iron and comb-out— (25 credit hours required -1 ½ credit hours for 1 application);**

**3. fingerwaves— (20 credit hours required -1 credit hour for 1 application);**

**4. pincurls— (20 credit hours required -1 credit hour for 1 application);**

**(b) Nail care =(30)— (30 credit hours and applications are to apply to full sets only):**

**1. manicure 10 credit hours (1 credit hour/1 application);**

**2. pedicures — 5 credit hours (1 credit hour/1 application);**

3. nail sculpting — 15 credit hours (3 credit hours/1 application).  
(c) Hair lightening and color removal =(95)— (95 credit hours):  
1. hair lightening — 20 credit hours (2 ½ credit hours/1 application);  
2. virgin lightening —35credit hours (1 credit hour/1 application);  
3. virgin tint — 20 credit hours (2 credit hours/1 application);  
4. retouch tint — 20 credit hours (1 credit hour/1 application);  
(d) Permanent waving =(20)— 20 credit hours (1 credit hour/1 application);  
(e) Chemical relaxing =(20)— 20 credit hours (1 credit hour/1 application);  
(f) Skin care =(10)— 10 credit hours comprised of 1 credit hour per application or facial given.  
Total Hours — 250 credit hours.  
Authority O.C.G.A. Secs. 43-10-2, 43-10-9.

### **130-3-.18 Curriculum Requirements for Barber to Become Master**

**Cosmetologist.** In order to be licensed as a master cosmetologist, a person licensed to practice barbering must meet all the requirements of O.C.G.A. § 43-10-9(h) and pass the master cosmetologist examination. Before taking the examination, a barber must submit proof of successfully completing 250 credit hours of training in a board approved cosmetology school in the following subjects:

(a) Hairstyling =(75)— (75credit hours):  
1. hair cutting and shaping — (10 credit hours required -3/4 credit hours for 1 application);  
2. roller placement; shampoo; set and comb-out; blow drying; one pressing; marcel iron and comb-out— (25 credit hours required -1 ½ credit hours for 1 application);  
3. fingerwaves— (20 credit hours required -1 credit hour for 1 application);  
4. pincurls— (20 credit hours required -1 credit hour for 1 application);  
(b) Nail care =(30)— (30 credit hours and applications are to apply to full sets only):  
1. manicure 10 credit hours (1 credit hour/1 application);  
2. pedicures — 5 credit hours (1 credit hour/1 application);  
3. nail sculpting — 15 credit hours (3 credit hours/1 application).  
(c) Hair lightening and color removal =(95)— (95 credit hours):  
1. hair lightening — 20 credit hours (2 ½ credit hours/1 application);  
2. virgin lightening —35credit hours (1 credit hour/1 application);  
3. virgin tint — 20 credit hours (2 credit hours/1 application);  
4. retouch tint — 20 credit hours (1 credit hour/1 application);  
(d) Permanent waving =(20)— 20 credit hours (1 credit hour/1 application);  
(e) Chemical relaxing =(20)— 20 credit hours (1 credit hour/1 application);  
(f) Skin care =(10)— 10 credit hours comprised of 1 credit hour per application or facial given.

Total Hours — 250 credit hours.  
Authority O.C.G.A. Secs. 43-10-2, 43-10-9.

**Don Westbrook moved, Evelyn Reid seconded, and the Board voted unanimously** that the formulation and the adoption of these rules does not impose excessive regulatory cost on any a licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A § 43-10-1, 43-10-2 and 43-10-9(a) and that it is not legal or feasible to meet the objectives of O.C.G.A § 43-10-1, 43-10-2 and 43-10-9(a) to adopt or implement differing actions for business As listed at O.C.G.A. § 50-13-4(3) (A), (B), (C), & (D) and that the formulation and

Adoption of these rules will impact every licensee in the same manner and each licensee Is independently licensed, owned, and operated in the field of Cosmetology, Nail Technology, Esthetics and Hair Design.

**Kay Kendrick moved, Evelyn Reid seconded and the Board voted unanimously to approve the following actions on applications, request, etc.:**

Crystal Bailey	CE Provider	Request more info.
LJ & MG Academy of Recurrent Technology	CE Provider	Request more info.
McBride Research Labs	CE Provider	Approved
Beauty Education & Resources	CE Provider	Approved
SkinCeuticals	CE Instructor Provider	Approved
Good Shepherd Services Atlanta	Translator Provider	Approved
Geum H. Kim	MasCos/Recip/Korea	Approved
Claudia Ana Caba	MasCos/Recip/Dom. Rep.	Approved
Do Soon Moon	MasCos/Recip/Korea	Approved
Bernella Ennis	MasCos/Recip/NY	Approved
Dorette Richards-Fisher	MasCos/Recip/Canada	Denied
Irena Sourzhanskaya	MasCos/Recip/NY	Approved
David Nguyen	NailTech/Recip/Guam	Approved
Lucia Parsaud	MasCos/Recip/NY	Approved
Marjorie Watson	MasCos/Recip/NY	Approved
Veronica Williams	MasCos/Inst/Recip/NY	Request more info.
Catherine Fountain	Esthetician/Recip/Ill.	Denied/Sit for exam
Catherine Fountain	Esthetician/Inst/Recip/Ill	Denied
Alice M Moreaus-Flournoy	MasCos/Instructor	Denied
DiDi Muonghane	MasCos/Instructor	Approved
Jacqueline M. Finley	MasCos/Sit for Exam	Denied
Joy Watson	HairDesign/Recip/Trinidad	Request more info.
Krista Stegall	CosAppr/Renew	Approved
KimLoan Thi Nguyen	Nail Tech/Appr/Renew	Approved
Co Thi Le	Nail Tech/Appr/Renew	Denied
Betty Weaver	CosAppr/Renew	Approved
Rebecca Dahlheimer-Walden	CosAppr/Renew	Denied
Thanh Xuan Thi Dang	CosAppr/Renew	Approved
Lisa Myers	CosAppr/Renew	Approved
Pamela Dean	CosAppr/Renew	Approved
Megan Glaze	CosAppr/Renew	Denied
Lucimar Green	MasCos/Recip/Brazil	Request more info.
Gladys Butler	MasCos/Recip/Cameroun	Denied
Mouna Charmouti	MasCos/Recip/Morocco	Denied
Bo Kyung So	Nail Tech/Recip/Korea	Request more info.
Aruna D. Patel	Nail Tech/Recip/India	Approve with fee
N'Dine M. Lockhart	Esthetician/Recip/Germany	Approve
Juliette Smith	Esthetician/Accept hs educ.	Approve

There was no further business conducted. The meeting adjourned at 4:10 pm.

---

Martha Harris, Chairperson – The Georgia State Board of Cosmetology

---

Date

---

Eleanor Surrency, Executive Director – The Georgia State Cosmetology Board

---

Date