



GEORGIA STATE BOARD OF COSMETOLOGY & BARBERS  
 237 COLISEUM DRIVE  
 MACON, GA 31217



\_6\_APPHRS

**TRANSCRIPT OF HAIR DESIGNER APPRENTICE TRAINING**

It is hereby certified that \_\_\_\_\_

Apprentice Last Name

Apprentice First Name

Apprentice Middle Name

Apprentice License. # \_\_\_\_\_

Salon/Shop Name \_\_\_\_\_ Salon/Shop License No. \_\_\_\_\_

Completed the following hours from \_\_\_\_\_ to \_\_\_\_\_  
 MM/DD/YYYY MM/DD/YYYY

Master Signature \_\_\_\_\_ Master License No. \_\_\_\_\_

Apprentice Signature \_\_\_\_\_

**Hours can only be obtained during the period of time that the apprentice is licensed. If an apprentice changes master supervisor or salon where he/she is apprenticing, a new apprentice application must be submitted. If the salon changes ownership, name or location causing a new license number to be issued, a new apprentice application must be submitted. Hours can only be obtained during the period of time that the apprentice, master and salon license are active.**

Hours Required	Courses	Hours Completed
700 hrs.	<b>THEORY</b> in any category one clock hour equals one credit hour	
230 hrs.	<b>HAIRCUTTING AND SHAPING</b> (to include shampoo) 1 haircut = .75 hrs.; 1 shampoo = .25 hrs	
534 hrs.	<b>SHAMPOOING HAIRDRESSING &amp; STYLING</b> 1 shampoo & style or 1 pressing, curling & comb-out 1.5 hrs	
310 hrs.	<b>HAIR-COLOR AND LIGHTENING</b> 1 color including style=2 hrs; 1 temp rinse/semi-permanent color = .75 hrs; brow & lash tint=.50 hrs	
300 hrs.	<b>PERMANENT</b> 1 cold or heat wave including style = 3 hrs	
98 hrs.	<b>SCALP TREATMENT</b> 1 scalp treatment = 1 hrs	
100 hrs.	<b>CHARM, RECEPTION, ART &amp; ETHICS</b> <b>STATE LAW AND BOARD RULES</b>	
274 hrs.	<b>CHEMICAL &amp; RELAXING</b> 1 chemical relaxer = 2 hrs; 1 retouch = 1.5 hrs.	
100 hrs.	<b>LABORATORY</b> Training in all chemicals including sanitation one clock hour = one credit hour.	
4 hrs	<b>SANITIZING &amp; DISINFECTION</b> .50 hrs	
<b>2650 hrs.</b>	<b>TOTAL HOURS</b>	

Sworn to and subscribed before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
 Notary Signature

My Commission Expires: \_\_\_\_\_

**O.C.G.A. §45-17-6 requires legible seals for notarized documents.**  
 If an embossed seal is used a foil overlay or shading should be applied to make the seal, state, title, name, and county legible when digitized.

**NOTARY SEAL**

**APPRENTICE HOURS ARE DUE UPON  
 COMPLETION OF THE APPRENTICESHIP  
 OR CHANGE OF SHOP OR MASTER.**

**GEORGIA STATE BOARD OF COSMETOLOGY AND BARBERS  
237 COLISEUM DRIVE  
MACON, GA 31217-3858**

**HOW TO CHANGE FROM CLOCK HOURS TO CREDIT HOURS FOR HAIR DESIGNER APPRENTICE. (PLEASE NOTE: CREDIT/CLOCK HOURS ARE THE SAME.)**

**THEORY**

An apprentice can study theory in any category for one clock hour and get 1 credit hour.

**HAIRCUTTING AND SHAPING**

One haircut = .75 of a credit hour.

One shampoo = .25 of a credit hour.

**SHAMPOOING HAIRDRESSING AND STYLING**

One shampoo and style or one pressing, curling and comb-out it = 1.5 credit hours.

**HAIR-COLOR OR BLEACHING**

One color including style (Virgin lightener or retouch; foiling; virgin tint or retouch) = 2 credit hours.

One temp rinse/semi-permanent color = .75 of a credit hour.

One brow and lash tint = .5 of a credit hour.

**PERMANENT**

One cold or heat wave including style = 3 credit hours.

**SCALP TREATMENT**

One scalp treatment = 1 credit hour.

**CHARM RECEPTION ART AND ETHICS**

One hour learning how to work the desk and how to deal properly with clients for one clock hour = 1 credit hour.

**CHEMICAL AND RELAXING**

One chemical relaxer = 2 credit hours.

One retouch = 1.5 credit hours.

**LABORATORY**

An apprentice will get training in preparing germicidal solutions, shampoos, tint and bleaches, practical training in washing and sanitizing all equipment in the beauty salon each. Each clock hour of this training will be equal to 1 credit hour.

**SANITIZING AND DISINFECTION = .5 of a credit hour.**

**DO NOT SUBMIT THIS PAGE WITH YOUR APPLICATION**

**Georgia Board of Cosmetology and Barbers - Hair Designer Apprentice Daily Log - Month/Year \_\_\_\_\_**

Apprentice license number \_\_\_\_\_ Print apprentice name \_\_\_\_\_ Signature of apprentice \_\_\_\_\_

Day	Theory	Hair Cutting & Shaping	Shampooing Hairdressing Styling	Hair Coloring And Lightening	Perm. Treatments	Scalp Treatment	Charm, Reception Art & ethics,	Chemical & Relaxing	Lab	Sanitizing & Disinfection	Total Hours
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2											
3											
4											
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Sworn to and subscribed before me  
This \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

**NOTARY SEAL**

Printed Name of Master \_\_\_\_\_

Signature of Notary \_\_\_\_\_  
My commission expires:

Signature of Master \_\_\_\_\_

Printed name of salon/shop owner or manager:  
\_\_\_\_\_

Master License # \_\_\_\_\_

Signature of Salon/Shop Owner/Mgr:  
\_\_\_\_\_