



State and Consumer Services Agency – Governor Edmund G. Brown Jr.  
**BOARD OF BARBERING AND COSMETOLOGY**  
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July 21, 2011

**CIRCULAR LETTER #11/03**

**TO: BARBERING, COSMETOLOGY, ELECTROLOGY SCHOOLS,  
AND APPRENTICESHIP PROGRAM SPONSORS**

**SUBJECT: IMPLEMENTATION OF NATIONAL PRACTICAL EXAMINATION**

In 2009, the Board of Barbering and Cosmetology (Board) contracted with the National Interstate Council of Boards of Cosmetology (NIC) to provide the Written portion of our licensing examinations. We did so without having to raise the costs for students/candidates. We hope that all of your students and faculty appreciate the fact that the Written portion of the examination of all of our license categories is now regularly reviewed to ensure the examinations are valid, reliable, up-to-date and conforms to industry standards.

I am pleased to inform you that we have recently contracted with NIC to now cover the Practical portion of our licensing examination. Again, this will be done without any increase to the examination fees for students/candidates.

The State Board members, beauty industry leaders and licensed professionals are anxious for us to implement this new Practical examination as soon as possible. Therefore, I wanted to provide you with our anticipated timeline so that your students and instructors can be well prepared for this exciting transition.

Effective September 1, 2011, all testing candidates will be taking the NIC Practical exam.

In order to provide a smooth implementation, NIC and their testing professionals will be conducting training of our State Board examiners at both the Southern and Northern California testing sites the week of August 15, 2011. Each site will be closed for two (2) different days during this week. Those "pre-app" students who were given tentative testing dates during the closure will be rescheduled within 1 to 7 business days of their anticipated date and will receive an admission letter as to their confirmed examination date. Please remind these students to go on the date as indicated on the admission letter and *not the anticipated date*.

As you can see, this is a quick transition period, so we would like to provide you with tools to help prepare your students to take this new Practical examination. We are providing you with the Candidate Information Bulletins (CIBs) for each license category.

The attached CIBs will be taking the place of the Board's current Performance Criteria. In each CIB, you will find the actual instructions and tasks that our examiners will be giving to your students during the Practical examinations, essentially providing your students an "open book" test. The philosophy of the NIC subject-matter experts regarding testing demonstrable skills is the belief that to be a competent and safe licensee, a candidate for licensure should have certain, basic skills mastered. By reading the enclosed CIB's, your students will know in advance what they need to safely, competently and timely demonstrate during the Practical examination. So, while transitioning into a new examination may be a little disconcerting, it is our

hope that the NIC philosophy of the examination disclosure will alleviate most concerns. The CIB's will be posted on our website for you to download and provide to your students.

The Board hopes you will welcome this positive change to its practical examinations.

If you have any questions regarding this letter, please contact the Board directly at (916) 575-7100.

Sincerely,

Kristy Underwood  
Executive Officer