



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.
BOARD OF BARBERING AND COSMETOLOGY
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CIRCULAR LETTER #16/09

DATE: OCTOBER 21, 2016

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

FROM: CHRISTINE JONES, SCHOOL ANALYST

SUBJECT: QUARTERLY EXAMINATION REPORTS – 3RD QUARTER OF 2016

Enclosed please find the quarterly examination report for the 3rd (July – September) quarter of 2016 (if no quarterly report is enclosed, none of your students took the exam during the 3rd quarter of 2016).

The enclosed report provides examination results for students who have completed training at your school or through your apprenticeship program, and were examined during the 3rd quarter of 2016. The quarterly report includes the candidates file numbers and the total score received for the practical and/or written examination.

Please review the report for accuracy. If you believe there is an error, please notify the Board to the attention of Christine Jones by mail at the address above, by fax at (916) 575-7281, or by email to Christine.Jones@dca.ca.gov. Upon receipt, the information will be reviewed and changes made if warranted.

Also, throughout the year the Board receives numerous requests for duplicate copies of quarterly examination reports that have already been mailed and received by the school. Please make sure you are keeping track of the quarterly reports mailed to your school as running individual reports is very time consuming and will be processed in the order received and only when time permits.

If you have any questions, please contact Christine Jones at (916) 575-7168.

Enclosure