

DEPARTMENT OF INDUSTRIAL RELATIONS  
DIVISION OF APPRENTICESHIP  
STANDARDS

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DEPARTMENT OF CONSUMER AFFAIRS  
BOARD OF BARBERING &  
COSMETOLOGY

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March 9, 2007

Dear Barber / Cosmetology Program Sponsor;

In an effort to streamline and expedite the registration and licensing of apprentices in barbering and cosmetology programs, and to make sure that programs are in compliance with all applicable laws and regulations, the Board of Barbering and Cosmetology (Board) and the Division of Apprenticeship Standards (D. A. S.) worked together and came up with a solution that will satisfy the requirements of both agencies.

The D. A. S will modify the apprenticeship agreement with language for conditional approval that will allow the apprentice to obtain an apprentice license within 90 days. The Board will not issue an apprentice license until the D. A. S has approved a conditional apprenticeship agreement.

Effective March 19, 2007 the process to obtain both the apprenticeship agreement and the apprentice license in the barbering and cosmetology fields will be as follows.

1. The prospective apprentice with assistance from you will complete a barber / cosmetology apprenticeship agreement (DAS 1BC) which is available on the D. A. S. website. You the program sponsor will submit the completed DAS 1BC to the D. A. S. If the apprentice agreement is correct and complete, the D. A. S. will approve it with the condition that the apprentice must obtain an apprenticeship license within 90 days from the date of execution. (See new approval process enclosed)
2. The apprentice must submit a completed apprentice license application form with verification of completing the 39-hour pre-apprentice training course and the licensing fee to the Board.
3. Upon receipt of the apprentice license application the Board will check with the D. A. S via the Division's website to verify that the applicant is registered as an apprentice.
4. If the applicant is registered as an apprentice and the application is complete the Board will issue the apprentice license.
5. The D. A. S will check with the Board via the Board's website to verify that the apprentice has received an apprentice license within 90 days of the D. A. S. conditional approval date.
6. If the conditional apprentice has not received an apprentice license by the required date, the D. A. S will cancel the apprentice agreement.

It is not necessary for the applicant to wait until the approved apprentice agreement is returned from the D. A. S. to submit the apprentice license application to the Board.

Kristy Underwood  
Executive Officer  
Board of Barbering & Cosmetology

Glen K. Forman  
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Division of Apprenticeship Standards