

Office Use:

**ARIZONA STATE BOARD OF COSMETOLOGY**

1740 West Adams Street #4400 • Phoenix • AZ • 85007

(480) 784-4539 [azboard@azboc.gov](mailto:azboard@azboc.gov)

**CERTIFICATION REQUEST FORM**

**Please print or type. *Incomplete forms will cause processing delays.***

Complete and return with a **\$30.00 money order or cashier's check.** FEES ARE NON-REFUNDABLE.

The Board is able to certify only the information *currently in its files.*

Full Name:		Date of Request:	
Address:			
City:	State	Zip Code	Phone #:
Social Security #:			

**\*Please complete only Section I OR Section II.**

**Effective 11/26/2018: Arizona has stopped mailing a copy to the licensees, it will be emailed directly to the requesting State Board.**

List the state or school email address to which the certification should be e-mailed:

\_\_\_\_\_

**\*SECTION I - PERSONAL LICENSE CERTIFICATION**  Check if, Reactivating AZ License over 10 years

If you have more than one type of license and want all to be certified, you must provide a separate form and fee for each license. If you are or were licensed in Arizona, complete the following information:

8 digit license number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Name as printed on the license: \_\_\_\_\_

YOUR SIGNATURE HERE: \_\_\_\_\_

**\*SECTION II - SCHOOL HOURS CERTIFICATION**

**If you were never licensed in Arizona but earned hours and need those student hours certified. Please note if your student hours are over 10 years ago, the board may not have the information on file.**

**Complete the following information:**

List additional schools on reverse; provide all information for *every* school. (Month & Year)

**School Information:**

Dates of Attendance: Start: \_\_\_\_\_ End: \_\_\_\_\_

Your full name while enrolled in school: \_\_\_\_\_

School Name: \_\_\_\_\_ Address: \_\_\_\_\_

**CURRICULUM STUDIED:** Cosmetology  Nail Technology  Aesthetics  Hairstyling  Instructor

If you have a disability and require reasonable accommodations to participate in our services including receiving this information in an alternative format, contact the ADA Coordinator at (480) 784-4539.