



NATIONAL COSMETOLOGY  
PRACTICAL EXAMINATION

CANDIDATE INFORMATION BULLETIN (CIB)

**EXAMINATION CONTENT AND IMPORTANT ADMINISTRATION INSTRUCTIONS**

---

Please visit [www.peshq.com](http://www.peshq.com) OR [www.nictesting.org](http://www.nictesting.org), for the most current bulletin prior to testing.

---

**National Cosmetology Practical Examination is the licensure examination for Cosmetologists, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC).**

**This bulletin contains IMPORTANT INFORMATION regarding the NIC National Cosmetology Practical Examination content and administration for Cosmetology core services and additional section(s) for the State of Arizona.**

For each NIC National Practical Examination, there are TWO (2) parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- **Examination Content and Important Instructions** – This document provides information about the scope of content covered in the Practical examination and information and guidelines related to administration of the Practical examination.
- **References** – This document provides a list of references used to develop and support the content covered in NIC examinations.  
The references will always be the same for both Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT, AND REVIEW BOTH DOCUMENTS THAT MAKE UP THE NIC EXAMINATION CIB.**

**PLEASE REVIEW ALL INFORMATION CAREFULLY!**

**IMPORTANT INSTRUCTIONS**

---

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. **Picture ID is required for re-entry into examination.**
- Candidates are required to bring a kit for their own use.
  - It is the candidate's responsibility to make certain they have a sufficient quantity of supplies that have been properly cleaned and disinfected and that implements are in proper working order.
  - The kit will be used during the examination as dry storage and is considered part of the work area. The kit must be kept closed (e.g., completely zipped or lid tightly closed) except when removing materials for a particular service.
  - Candidates may remove items, supplies, etc., from the kit at any time, however nothing may be returned to the kit.
  - All examinations are administered in a testing environment.
  - Candidates are evaluated at all times. Continue working until you have completed the entire section or time has elapsed.

## **NIC NATIONAL COSMETOLOGY PRACTICAL EXAMINATION CIB**

---

- Due to standardization of the NIC National Examinations, Proctors and Examiners are required to adhere to the following standards:
  - The verbal instructions will be read twice for each section of the examination.
  - With the exception of verbal instructions, the proctors are not allowed to communicate with candidates. Candidates requesting information during the examination will be told one of the following statements:
    - “Do the best you can with what you have available.”
    - “Do as you were taught.”
  - Examiners are not allowed to speak with candidates.
  - If you experience an emergency situation, please notify the proctor by raising your hand.
- You will be given time to set up the universal (also known as general) supplies they will use throughout the examination.
- Each section of the examination has a maximum time allowance, with the exception of those specified as untimed sections.
  - Once you have completed all tasks in the section please step back or turn the hand toward the examiner (in the case of nail services) to indicate that you are finished.
  - In the event that *all* candidates complete the section *before* the time has elapsed, the examiners will proceed to the next section of the examination.
  - If the timer goes off, you must stop working and step back or turn the hand toward the examiner (in the case of nail services) *IMMEDIATELY*.
- During all phases of the examination, you must follow all appropriate public protection and infection control procedures and maintain a safe work area.
  - In the event of a blood exposure incident, you will be expected to follow the NIC Health and Safety Standards.
    - **Failure to do so may result in your dismissal from the examination.**
      - *Be sure to contact your examination provider to obtain the most current version of the NIC Health and Safety standards or any addendums OR go to the official NIC webpage for a current downloadable copy.*
  - **If you do not follow infection control procedures or allow the work area to become and remain unsafe, the result may be a failing score for the examination.**
- The following provides examples of materials and actions that are prohibited during the examination administration:
  - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
  - Purses, bags, coats, hats, and any other personal items not directly needed to complete the examination, are not allowed.
  - Exhibiting disruptive behavior.
  - Communicating to other candidates or any examiner.
    - *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*

---

## NIC NATIONAL COSMETOLOGY PRACTICAL EXAMINATION CIB

---

- **All supplies must be labeled in English.** When an original manufacturer's label is required, there can be NO handwritten or any other type of labeling. Original manufacturers' labels must have English and may also include other languages. All non-manufacturers, created labels must be in English only.
  - Original manufacturer's labels are *required* for *ALL disinfectants*.
  - An EPA-registered, hospital-grade disinfectant that demonstrates bactericidal, fungicidal, and virucidal properties must be used.
  - Original manufacturer's labels are *required* for *ALL hand sanitizers*.
  - Simulated products are **NOT** allowed for disinfectants and hand sanitizers.
  - *ALL* monomer **MUST** be in a manufacture sealed container with original manufacturer's label attached
  - Original manufacturer's labels are *required* for *powder, and primer*.
  - Please refer to the "*Suggested Examination Supplies*" section to see any further specific requirements for supplies and products.
  - *Absolutely NO* aerosols are allowed in the testing environment.
  - Candidates are to perform all tasks, utilizing products and supplies, and as they were taught. There is however, a section titled "*Suggested Examination Supplies*" provided following the "Content Domains" section of this bulletin for items that a candidate may *possibly* utilize in a section.
  -

### NIC MODEL OR MANNEQUIN REQUIREMENTS

---

**Please refer to your state guidelines for model and mannequin requirements.**

**If your state requires that you use a mannequin head(s) or hand(s):**

- If you are required to use a mannequin head(s), it is the your responsibility to come prepared for the examination.
- Mannequin heads that are premarked or presectioned are **NOT** allowed for any part of the practical examination.
- If you are required to use a mannequin hand(s), it is your responsibility to come prepared for the examination.
- Mannequin hands must be an *entire* hand and cannot have removable digits. Nail tips are applied to each finger to be used as a natural nail.
- Mannequin heads and hands must be approved by PCS prior to admittance into examination.

### SPECIAL ATTENTION

The following information is vital and specific to the  
NIC National Cosmetology Practical Examination:

---

- You will be evaluated on proper designation of materials that are disposed. You are ***required*** to bring and use the following supplies for the appropriate disposal of materials:
  - Container labeled ***"To be disinfected"***
  - Container labeled ***"Soiled linens"***
  - Container labeled ***"Trash"***
- It is specified that there is ***more than one client*** represented for the purpose of this examination. A new client is introduced and must be prepared for during the course of the examination (see Cosmetology Practical Examination Content Domains Sections).

## **NIC NATIONAL COSMETOLOGY PRACTICAL EXAMINATION CIB**

---

- The following sections are **new** to the Cosmetology Practical Examination:
  - Predisposition Test and Strand Test with Simulated Product (Content Domain Section 6)
  - Highlighting with Foil, Virgin Application with Colored Simulated Product (Content Domain Section 7)
  - Blood Exposure Procedure (Content Domain Section 10)
  - +Hair Removal of the Upper Lip Using Hard Wax (Content Domain Section 16, Additional Section)
  - +Facial Makeup Application (Content Domain Section 17, Additional Section)
  - +Nail Tip Application and Blending (Content Domain Section 19, Additional Section)

**You are expected to brace any time they are working around the eye or mouth areas.**

- You are not allowed to label products as single-use items.
- Use of single-use products may result in a failing score for the examination.

**COSMETOLOGY PRACTICAL EXAMINATION  
CONTENT DOMAIN SECTIONS**

---

The scope of the National Cosmetology Practical Examination includes 10 (ten) core domain sections. The Core Domain Sections are based on the national job analysis and are noted in **bold**.

In addition, the State of **Arizona** has chosen the Hair Removal of the Eyebrows by Tweezing and Using Simulated Soft Wax (section 15) and Manicure and Polish Application (Section18) additional sections for its candidates to be tested for Cosmetology.

1. **Work Area and Client Preparation, and Set Up of Supplies**  
(First client) (15 minutes)
2. **Thermal Curling** (10 minutes)
3. **Haircutting** (30 minutes)
4. **Work Area and New Client Preparation, and Set Up of Supplies**  
(Second client) (15 minutes)
5. **Chemical Waving** (20 minutes)
6. **Predisposition Test and Strand Test with Simulated Product** (10 minutes)
7. **Highlighting with Foil, Virgin Application with Colored Simulated Product**  
(15 minutes)
8. **Hair Color Retouch with Colored Simulated Product** (10 minutes)
9. **Virgin Hair Relaxer Application with Colored Simulated Product** (Untimed)
10. **Blood Exposure Procedure** (10 minutes)
11. + Blow Dry Styling (10 minutes)
12. + Roller Placement (10 minutes)
13. + Fingerwaving and Pin Curl Placement – Skip Wave (10 minutes)
14. + Basic Facial (20 minutes)
15. + Hair Removal of the Eyebrows by Tweezing and Using Simulated Soft Wax  
(Untimed)
16. + Hair Removal of the Upper Lip Using Hard Wax+ (Untimed)
17. + Facial Makeup Application (20 minutes)
18. + Manicure and Polish Application (20 minutes)
19. + Nail Tip Application and Blending (20 minutes)
20. + Sculptured Nail (20 minutes)

**+Denotes Additional Sections for States that elect to test this/these sections.**

**Administration of the Hair Removal of the Eyebrows by Tweezing and Using Simulated Soft Wax (section 15) and Manicure and Polish Application (Section18) will be performed in the numerical order as outlined.**

NIC NATIONAL COSMETOLOGY PRACTICAL  
EXAMINATION TASK LINES AND VERBAL INSTRUCTIONS

---

**1. WORK AREA AND CLIENT PREPARATION, AND SET  
UP OF SUPPLIES (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will prepare your work area for your client.”*

*“You will set up the universal supplies you will use throughout the examination.”*

*“You will also set up the supplies for the following sections of the examination:*

*Thermal Curling,*

*Haircutting.”*

*“Plug your curling iron in at this time.”*

*“You will also prepare your client for services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 1.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant (manufacturer’s label)**
- 1.2 Sanitizes hands with product labeled in English (manufacturer’s label)**
- 1.3 Universal supplies are labeled in English (If original manufacturer’s label is present, it must have English and may be multi-language. Any other created label must be only in English.)**
- 1.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination; we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

## 2. THERMAL CURLING (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform thermal curling.”*

*“You will form two curls on the top of the head and two curls on one side of the head.”*

*“A complete curl must be formed from base to end.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 2.1 **Thermal curling supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)
- 2.2 **Implements and supplies are visibly clean**
- 2.3 **Tests temperature of iron**
- 2.4 **Subsections hair for thermal curling**
- 2.5 **Uses iron safely**
- 2.6 **Final appearance of four curls**
- 2.7 **Maintains drape throughout section**
- 2.8 **Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

### 3. HAIRCUTTING (30 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform a haircut.”*

*“You will complete a basic layered haircut using razor and shears.”*

*“You will cut at least 1 inch of hair throughout the haircut. “*

*“Do not remove your hair clippings from your work area until you are instructed individually by the examiner to do so.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 30 minutes to complete this section.”*

*“You will be informed when you have 15 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**3.1 Haircutting supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language.

Any other created label must only be in English.)

**3.2 Implements and supplies are visibly clean**

**3.3 Uses razor safely**

**3.4 Uses shears safely**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

*“All candidates have indicated they have completed this section of the examination.*

*Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*

**Examiner – Verbal Instructions:** “Examiner will perform a check individually once ALL candidates in the room have completed the haircut or timing has elapsed”:

*“May I please use your comb to check the haircut?”*

**3.5 Cuts entire nape line to a uniform length**

**3.6 Cuts sides uniform in length**

**3.7 Blends haircut**

*NIC Cosmetology Practical Examination – Haircutting (continued)*

**Examiner – Verbal Instructions:** Read to each candidate individually after assessment:  
*“Please clean up your hair at this time. Upon completion, please do nothing until the next verbal instructions are given.”*

**3.8 Removes hair from work area**

**3.9 Maintains drape throughout section**

**3.10 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to candidates when all examiners have indicated they have completed their assessment:

*“All examiners have indicated they are ready to proceed.”*

**4. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will breakdown your work area and dispose of supplies used in the previous sections of this examination.”*

*“You will prepare your work area for a NEW client.”*

*“You will set up the universal supplies you will use for the remainder of the examination.”*

*“You will also set up the supplies for the following sections of the examination:*

*Chemical Waving,*

*Predisposition Test and Strand Test,*

*Highlighting with Foil, Virgin Application,*

*Hair Color Retouch,*

*Virgin Hair Relaxer Application.”*

*“You will also prepare your client for chemical services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

*NIC Cosmetology Practical Examination – Work Area and New Client Set Up of Supplies  
(continued)*

**Candidates will be evaluated on the following tasks:**

- 4.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant (manufacturer’s label)**
- 4.2 Sanitizes hands with product labeled in English (manufacturer’s label)**
- 4.3 Universal supplies are labeled in English (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)**
- 4.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

**5. CHEMICAL WAVING (20 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform chemical waving.”*

*“You will wrap the entire center back section of the head, from crown to nape.”*

*“Once you are finished wrapping, please step back and wait for the next verbal instructions to be given.”*

*“Do not perform the saturation procedure, a test curl, or remove a rod until instructed individually by the examiner to do so.”*

*“Do not remove the remaining rods until you are instructed to do so.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 20 minutes to complete this section.”*

*“You will be informed when you have 10 minutes remaining.”*

*“Step back to indicate you have finished.”*

*(1) “The instructions will be repeated.”*

*(2) “You may begin.”*

*NIC Cosmetology Practical Examination – Chemical Waving (continued)*

**Candidates will be evaluated on the following tasks:**

- 5.1 Chemical waving supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)
- 5.2 Implements and supplies are visibly clean**
- 5.3 Subsections hair for chemical waving service**
- 5.4 Wraps hair**
- 5.5 Correct rod placement used throughout entire section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please wait until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please wait until the next verbal instructions are given.”*

**Examiner – Verbal Instructions:** Examiner will perform a check individually once ALL candidates in the room have completed chemical waving or timing has elapsed:

*“Please demonstrate saturation”*

**5.6 Demonstrates saturation process**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate a test curl.”*

**5.7 Demonstrates test curl**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please remove one rod from the hair.”*

**Examiner – Verbal Instructions:** Once rod is removed from the hair, read individually to candidate:

*“Do not remove the remaining rods until instructed to do so.”*

*NIC Cosmetology Practical Examination – Chemical Waving (continued)*

**Proctor – Verbal Instructions:** Read when all examiners have indicated they are ready to proceed:

*"All examiners have indicated they are ready to proceed."*

*"You will have 5 minutes to remove all remaining rods from the head and create 5 sections for the remaining chemical services."*

*"Step back to indicate you have finished."*

(1) *"You may begin."*

**Candidates will be evaluated on the following tasks:**

**5.8 Maintains drape throughout section**

**5.9 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*"All candidates have indicated they have completed this section of the examination, we will now proceed."*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*"Please stop working."*

## **6. PREDISPOSITION TEST AND STRAND TEST WITH SIMULATED PRODUCT (10 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*"You will perform a predisposition test and strand test for permanent hair color."*

*"You will demonstrate the predisposition test behind the ear."*

*"You will demonstrate the strand test process on any single subsection of hair."*

*"You will be expected to follow all client protection, safety and infection control procedures."*

*"You will have 10 minutes to complete this section."*

*"You will be informed when you have 5 minutes remaining."*

*"Step back to indicate you have finished."*

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

*NIC Cosmetology Practical Examination – predisposition test and strand test (continued)*

**Candidates will be evaluated on the following tasks:**

- 6.1 Predisposition and strand test supplies are labeled in English**  
(If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)
- 6.2 Implements and supplies are visibly clean**
- 6.3 Demonstrates predisposition test with simulated product behind the ear**
- 6.4 Demonstrates strand test process with simulated product**
- 6.5 Maintains drape throughout section**
- 6.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please wait until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please wait until the next verbal instructions are given.”*

## **7. HIGHLIGHTING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform highlighting with foil, virgin application.”*

*“You will place four foils on the top of the head from the front hairline to the apex.”*

*“You will apply simulated highlighting product from upper edge of foils to hair ends.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

*NIC Cosmetology Practical Examination – Highlighting with Foil (continued)*

**Candidates will be evaluated on the following tasks:**

- 7.1 Highlighting with foil supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)
- 7.2 Implements and supplies are visibly clean**
- 7.3 Subsections hair for highlighting with foils**
- 7.4 Uses correct foil placement**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please wait until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please wait until the next verbal instructions are given.”*

**7.5 Final result of simulated product application**

**Examiner – Verbal Instructions:** Read to candidate individually after assessment:

*“Please do nothing until the next verbal instructions are given.”*

- 7.6 Maintains drape throughout section**
- 7.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to candidates when all examiners have indicated they have completed their assessment:

*“All examiners have indicated they are ready to proceed.”*

## 8. HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform a hair color retouch application.”*

*“You will apply simulated hair color product to one section of the back of the head.”*

*“The client has 1 inch of regrowth.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**8.1 Hair color retouch supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)

**8.2 Implements and supplies are visibly clean**

**8.3 Subsections hair**

**8.4 Applies simulated hair color product**

**8.5 Final result of hair color retouch application**

**8.6 Maintains drape throughout section**

**8.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

## 9. VIRGIN HAIR RELAXER APPLICATION WITH COLORED SIMULATED PRODUCT (Untimed)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will demonstrate a virgin hair relaxer application.”*

*“You will apply simulated relaxer product on a single subsection of hair.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will be instructed individually by the examiner to demonstrate a virgin hair relaxer application”*

*“This is an untimed section.”*

*“Do not begin to demonstrate the virgin relaxer application until instructed individually by the examiner to do so.”*

*(1) “The instructions will be repeated.”*

**Candidates will be evaluated on the following tasks:**

**9.1 Virgin hair relaxer supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)

**9.2 Implements and supplies are visibly clean**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate a virgin relaxer application procedure.”*

**9.3 Subsections hair for relaxer application**

**9.4 Applies simulated relaxer product**

**Examiner – Verbal Instructions:** Read to candidate individually after assessment:

*“Please do nothing until the next verbal instructions are given.”*

**9.5 Maintains drape throughout section**

**9.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to candidates when all examiners have indicated they have completed their assessment:

*“All examiners have indicated they are ready to proceed.”*

## 10. BLOOD EXPOSURE PROCEDURE (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will demonstrate the blood exposure procedure.”*

*“You will imagine the following scenario: During a service, you have sustained a minor cut to your index finger. The injury is such that you can continue with the service. Your work area or client has not been contaminated. You are expected to demonstrate the proper procedure for a blood exposure.”*

*“You are expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 10.1 Blood exposure supplies are labeled in English (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)**
- 10.2 Removes materials from first aid kit**
- 10.3 Supplies and materials are visibly clean**
- 10.4 Cleans injured area with antiseptic (e.g., alcohol, hand sanitizer)**
- 10.5 Cover with dressing that is absorbent and secured**
- 10.6 Candidate wears glove or finger guard**
- 10.7 Disposes of all contaminated supplies**
- 10.8 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please wait until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please wait until the next verbal instructions are given.”*

**11. BLOW DRY STYLING (10 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**5. ROLLER PLACEMENT (10 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**6. FINGERWAVING AND PIN CURL PLACEMENT –  
SKIP WAVE (10 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**14. BASIC FACIAL (20 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**15. HAIR REMOVAL OF THE EYEBROWS BY TWEEZING  
AND USING SIMULATED SOFT WAX (Untimed)**

+ADDITIONAL SECTION ADMINISTERED IN ARIZONA

**Proctor – Verbal Instructions for Set Up:** Read to all candidates:

*“You have 2 minutes to set up the supplies for the Hair Removal of the Eyebrows by Tweezing and Soft Wax section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

*“You may begin set up.”*

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

*NIC Cosmetology Practical Examination – Hair removal of the eyebrow, tweezing and soft wax (continued)*

**Proctor – Verbal Instructions:** Read to all candidates:

- “You will perform hair removal of the eyebrows by tweezing and using simulated soft wax.”*
- “You will demonstrate hair removal from one eyebrow by tweezing.”*
- “You will demonstrate hair removal from the other eyebrow using simulated soft wax.”*
- “You will be expected to follow all client protection, safety and infection control procedures.”*
- “You will be instructed individually by the examiner to demonstrate the tweezing and soft wax procedures.”*
- “This is an untimed section.”*
- “Do not begin to demonstrate the tweezing and soft wax procedures until instructed individually by the examiner to do so.”*

*(1) “The instructions will be repeated.”*

**Candidates will be evaluated on the following tasks:**

**15.1 Hair removal supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)

**15.2 Implements and supplies are visibly clean**

**HAIR REMOVAL OF EYEBROWS – TWEEZING**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate hair removal of the eyebrow by tweezing.”*

- 15.3 Candidate wears gloves**
- 15.4 Applies antiseptic to eyebrow area**
- 15.5 Holds skin taut (without slack)**
- 15.6 Demonstrates tweezing of hair in direction of hair growth**
- 15.7 Applies antiseptic to treated area**

**HAIR REMOVAL OF EYEBROWS - SIMULATED SOFT WAX**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate hair removal of the eyebrow using simulated soft wax.”*

- 15.8 Applies antiseptic to eyebrow area**
- 15.9 Uses absorbent material or product to dry eyebrow area**
- 15.10 Tests temperature of simulated wax product on wrist**
- 15.11 Applies simulated soft wax product along entire length of eyebrow in direction of hair growth**
- 15.12 Smooths wax strip over simulated wax product**

*NIC Cosmetology Practical Examination – Hair removal of the eyebrow, tweezing and soft wax (continued)*

- 15.13 Holds skin taut (without slack)**
- 15.14 Removes wax strip in opposite direction of hair growth**
- 15.15 Applies antiseptic to treated area**
- 15.16 Applies post-epilation product to treated area**

**Examiner – Verbal Instructions:** Read to candidate individually after assessment:  
*“Please do nothing until the next verbal instructions are given.”*

- 15.17 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to candidates when all examiners have indicated they have completed their assessment:  
*“All examiners have indicated they are ready to proceed.”*

## **16. HAIR REMOVAL OF THE UPPER LIP USING HARD WAX (Untimed)**

**+ADDITIONAL SECTION NOT ADMINISTED IN ARIZONA**

## **17. FACIAL MAKEUP APPLICATION (20 minutes)**

**+ADDITIONAL SECTION NOT ADMINISTED IN ARIZONA**

## **18. MANICURE AND POLISH APPLICATION (20 minutes)**

**+ADDITIONAL SECTION ADMINISTED IN ARIZONA**

**Proctor – Verbal Instructions for Set Up:** Read to all candidates:  
*“You have 2 minutes to set up the supplies for the Manicure and Polish Application section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin.”*  
*“Turn the hand toward the examiner to indicate you have finished.”*

*“You may begin set up.”*

**Proctor – Verbal Instructions:** Read if all candidates have turned the hand to indicate they have completed the section before timing has elapsed:  
*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have turned the hand:  
*“Please stop working.”*

*NIC Cosmetology Practical Examination –Manicure and Polish Application (continued)*

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform a manicure and polish application.”*

*“You will demonstrate the manicure and polish application on one entire hand.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 20 minutes to complete this section.”*

*“You will be informed when you have 10 minutes remaining.”*

*“Turn the hand toward the examiner to indicate you have finished.”*

*(1) “The instructions will be repeated.”*

*(2) “You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 18.1 Manicure and polish supplies are labeled in English** (If original manufacturer's label is present, it must be in English and may be multi-language. Any other created label must only be in English.)
- 18.2 Implements and supplies are visibly clean**
- 18.3 Sanitizes hand to be manicured with product labeled in English** (manufacturer's label)
- 18.4 Shapes free edges to establish uniform length and shape**
- 18.5 Immerses all fingernails in bowl of water**
- 18.6 Applies cuticle remover**
- 18.7 Pushes back cuticles**
- 18.8 Cleans under free edges**
- 18.9 Brushes or wipes nails to remove product or remaining debris**
- 18.10 Buffs nails**
- 18.11 Applies cuticle oil**
- 18.12 Applies massage product**
- 18.13 Performs massage on the fingers, top and palm of the hand demonstrating at LEAST 2 different types of massage movements**
- 18.14 Cleanses each nail plate with appropriate solution** (i.e., nail dehydrator, alcohol, nail prep solution)
- 18.15 Applies base coat to cover entire nail plate**
- 18.16 Applies red polish to cover entire nail plate**
- 18.17 Applies top coat to cover entire nail plate**

*NIC Cosmetology Practical Examination –Manicure and Polish Application (continued)*

**Proctor – Verbal Instructions:** Read if all candidates have turned the hand to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please wait until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have turned the hand:

*“Please stop working. Please wait until the next verbal instructions are given.”*

**18.18 Final appearance of polish is smooth and even**

**18.19 Nail plate is entirely covered with red polish**

**18.20 Cuticle and surrounding skin are free of polish and free of injury**

**Examiner – Verbal Instructions:** Read to candidate individually after assessment:

*“Please do nothing until further instructions are given.”*

**Proctor – Verbal Instructions:** Read to all candidates:

*“All examiners have indicated they are ready to proceed with the examination.”*

*“You will have 5 minutes to remove the polish from all nails and properly dispose of supplies used in the previous section of the examination.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will be informed when you have 2 minutes remaining.”*

*“Turn the hand toward the examiner to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**18.21 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have turned the hand to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have turned the hand:

*“Please stop working.”*

**19. NAIL TIP APPLICATION AND BLENDING (20 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**20. SCULPTURED NAIL (20 minutes)**

+ADDITIONAL SECTION NOT ADMINISTERED IN ARIZONA

**CANDIDATE CLEANUP AND FINAL SUMMARY**

**Proctor – Verbal Instructions:** Read to all candidates at the conclusion of the examination:

*“All examiners have indicated they have completed their assessment.”*

*“Make sure that all kit supplies and disposable materials are taken with you.”*

*“This concludes the National-Interstate Council of State Boards of Cosmetology, National Cosmetology Practical Examination.”*

*“Thank you for your participation”*

***SUGGESTED EXAMINATION SUPPLIES***

---

**Information related to labeling of supplies:**

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer’s label is present
- Original manufacturers’ labels MUST have English and may be multi-language
- All other created labels must be only English

**+Denotes Additional Sections for States that elect to test this/these sections. Confirm state requirement. Administration of any of these sections will be performed in the numerical order outlined.**

**EXAMINATION UNIVERSAL/GENERAL SUPPLIES**

- 🍏 candidate supply kit to serve as dry storage area (must be closeable)\*
- 🍏 hand sanitizer (must have original manufacturer’s label)
- 🍏 hospital disinfectant (must have original manufacturer’s label)
- 🍏 container labeled “items to be disinfected”

---

---

## NIC NATIONAL COSMETOLOGY PRACTICAL EXAMINATION CIB

- 🍏 container labeled “soiled linens”
- 🍏 container labeled “trash”
- 🍏 first aid kit/supplies
- 🍏 paper towels

### HAIR CARE – UNIVERSAL/GENERAL SUPPLIES

- 🍏 mannequin head(s) and a table clamp or tri-pod\* (pre-marked mannequins are NOT permitted)
- 🍏 neck strip(s)
- 🍏 protective cape(s) (child size is appropriate for mannequin)
- 🍏 cloth towels
- 🍏 hair clip(s) and/or clamp(s)
- 🍏 comb(s)
- 🍏 hair brush(es)
- 🍏 spray bottle with water
- 🍏 protective cream
- 🍏 spatula(s)
- 🍏 protective cotton
- 🍏 protective gloves

### THERMAL CURLING SUPPLIES

- 🍏 thermal curling iron with cord unaltered
- 🍏 material for testing temperature of iron

### HAIRCUTTING SUPPLIES

- 🍏 shears
- 🍏 razor

### CHEMICAL WAVING SUPPLIES

- 🍏 chemical wave rods
- 🍏 end papers
- 🍏 applicator bottle with simulated waving lotion (water)

### PREDISPOSITION TEST AND STRAND TEST WITH COLORED SIMULATED PRODUCT SUPPLIES

- 🍏 brush and bowl or bottle applicator
- 🍏 hair color-colored simulated product
- 🍏 skin cleanser

### HIGHLIGHTENING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES

- 🍏 brush and bowl or bottle applicator
- 🍏 colored simulated product
- 🍏 foils

**HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT SUPPLIES**

- 🍏 brush and bowl or bottle applicator
- 🍏 colored simulated product

**VIRGIN HAIR RELAXER APPLICATION WITH COLORED SIMULATED PRODUCT SUPPLIES**

- 🍏 brush bowl or bottle applicator
- 🍏 colored simulated product

**BLOOD EXPOSURE PROCEDURE SUPPLIES**

- 🍏 additional bag for disposal of blood-contaminated materials

**+BLOW DRY STYLING SUPPLIES + [Remove or leave per state]**

- 🍏 blow dryer with cord unaltered

**+ROLLER PLACEMENT SUPPLIES + [Remove or leave per state]**

- 🍏 roller(s)

**+FINGERWAVING AND PIN CURL PLACEMENT – SKIP WAVE SUPPLIES + [Remove or leave per state]**

- 🍏 waving lotion or styling gel

**+SKIN CARE-UNIVERSAL/GENERAL SUPPLIES [Remove or leave per state]**

- 🍏 hair band or drape
- 🍏 body drape
- 🍏 tissue, gauze, or cotton rounds
- 🍏 moisturizer
- 🍏 spatula(s)
- 🍏 protective gloves

**+BASIC FACIAL SUPPLIES + [Remove or leave per state]**

- 🍏 facial cleanser
- 🍏 exfoliation product
- 🍏 massage product
- 🍏 sponges
- 🍏 implement or material for exfoliation
- 🍏 wet steam towel(s)
- 🍏 astringent or toner
- 🍏 container of water

**+HAIR REMOVAL OF THE EYEBROWS BY TWEEZING USING SIMULATED SOFT WAX SUPPLIES + [Remove or leave per state]**

- 🍏 antiseptic
- 🍏 tweezers

---

---

## NIC NATIONAL COSMETOLOGY PRACTICAL EXAMINATION CIB

---

---

- 🍏 fabric strips
- 🍏 simulated soft wax product
- 🍏 post-epilation product

### +HAIR REMOVAL OF UPPER LIP USING HARD WAX SUPPLIES + *[Remove or leave per state]*

- 🍏 antiseptic
- 🍏 hard wax
- 🍏 wax heater
- 🍏 post-epilation product

### +FACIAL MAKEUP APPLICATION SUPPLIES + *[Remove or leave per state]*

- 🍏 foundation, powder, and blush
- 🍏 eye shadow, eyeliner, and mascara
- 🍏 eyebrow pencil, lip liner and lip color
- 🍏 palette (*all makeup products must be transferred to a palette*)
- 🍏 disposable applicator(s)

### +NAIL CARE-UNIVERSAL/GENERAL SUPPLIES+ *[Remove or leave per state]*

- 🍏 mannequin hand(s) with artificial nails attached *\*(Must be entire hand; cannot have removable digits. Trainer hands are NOT permitted.)*
- 🍏 cotton
- 🍏 polish remover
- 🍏 cuticle oil
- 🍏 nail file(s) and/or buffer(s)
- 🍏 nail cleanser (*i.e., nail dehydrator, alcohol, or nail prep solution*)
- 🍏 spatula(s)

### +MANICURE AND POLISH APPLICATION SUPPLIES + *[Remove or leave per state]*

- 🍏 bowl (*finger bowl*)
- 🍏 water
- 🍏 cuticle cream/remover
- 🍏 cuticle pusher
- 🍏 nail brush
- 🍏 massage product
- 🍏 base coat
- 🍏 top coat
- 🍏 red polish
- 🍏 polish remover

### +NAIL TIP APPLICATION AND BLENDING SUPPLIES + *[Remove or leave per state]*

- 🍏 full-well nail tips
- 🍏 nail clipper

- 🍏 adhesive

**+SCULPTURED NAIL SUPPLIES +** *[Remove or leave per state]*

- 🍏 sculptured nail products – monomer, polymer, and primer – ***Product must be low-odor/less-odor and in its original container with manufacturer's label.*** (Please refer to state specific and/or examination provider's guidelines)
- 🍏 sculptured nail brush
- 🍏 dappen dishes
- 🍏 sculptured nail form(s)