

Personal Data Sheet:

First Name _____

Middle Name _____

Last Name _____

Address _____

City _____

State _____

Zip Code _____

County _____

Please circle Male Female

Entry Date (the first day you come to class)

Program: Cosmetology

Social Security # _____ - _____ - _____

(required by NC State Board of Cosmetic Art)

Are there any medical concerns that you would like to make use aware of?

Have you ever been convicted of a felony? If yes please read the document that is enclosed from the North Carolina State Board of Cosmetic Art and call them if you have any questions.

Have you ever been enrolled in this Cosmetology Program or any other Cosmetology program?
Yes or No

If yes please list the name of school and year attended _____

It is also your responsibility to obtain all documentation such as hrs, progress, chapter grades, and transcripts from your prior school if you are a transfer student from another cosmetology program.

Home phone # _____

Cell phone # _____

Emergency Contacts Name and #'s

Cosmetology Special Requirements for Admission, Technical Standards of Programs

The technical standards as stated here reflect performance abilities that are necessary for a student to successfully complete the requirements of the Cosmetology curriculum. It should be noted that under the American Disabilities Act "A qualified person with a disability is one who can perform the essential function of a job with or without reasonable accommodation."

Standard	Examples of Necessary Behaviors/Activities
Interpersonal abilities sufficient to interact with individuals from a variety of social, emotional, cultural and intellectual backgrounds.	Establish rapport with clients, colleagues, members of the business community and other salon professionals. Demonstrate patience and empathy with clients. Demonstrate delivery of required salon services with a variety of individuals.
Communication abilities sufficient for interaction with others in verbal and written form.	Collect assessment data. Explain salon services and procedures. Read instructions accurately. Document and interpret salon services developed, prescribed and performed.
Critical thinking ability sufficient for clinical judgment.	Identify cause and effect relationship in clinical situations. Assimilate knowledge from lecture, laboratory and clinical areas. Retain factual information and use it appropriately. Develop professional suggestions for salon services and treatment plans.
Physical abilities sufficient to move around the simulated salon setting and treatment areas and use laboratory equipment.	Move around clinical space and equipment. Stretch, bend, stand and elevate arms for a long period of time. Be free of any medical disorders which could inhibit work.
Physical health sufficient to perform and receive salon services.	Have stamina to stand and ambulate around the simulated salon environment for long periods of time. Be free of disabling or contagious disease. (This is a NC State Law.)
Gross and fine motor abilities sufficient to provide safe and effective salon services	Use equipment appropriately. Use thermal treatment applications. Assist clients with transfer and movement into shampoo chairs. Drape appropriately. Promote sanitation and safety.
Auditory and visual abilities sufficient for following instructions and directions and assessment of services needed for clients in a simulated salon.	Observe and listen to client in the consultation phase. Observe and respond to client during salon service phase. Educate client post-service phase.
Skills necessary to complete cosmetology procedures in a timely manner.	Perform procedures taught and required by the NC State Board in a timely manner. Example: Perform a basic 90 degree haircut in 30 minutes.
Critical thinking ability sufficient for professional judgment.	Adhere to personal and professional ethics. Adhere to NC State Board of Cosmetology rules and laws. Adhere to professional standards of the salon industry.

If a Cosmetology student believes that he or she cannot meet one or more of the standards without accommodations or modifications, the college must determine, on an individual basis, whether or not the necessary accommodations or modifications can be made reasonably.

SECTION .0400 - LICENSURE OF INDIVIDUALS WHO HAVE BEEN CONVICTED OF A FELONY

21 NCAC 14I .0401 APPLICATION/LICENSURE/INDIVIDUALS WHO HAVE BEEN CONVICTED OF FELONY

- (a) Any applicant convicted of a felony or charged with a felony that is still pending may apply for Board approval upon enrollment in a cosmetic art school. All documentation submitted shall have no effect on an individual's ability to attend a cosmetic art school, take an examination administered by the Board, or apply for a license.
- (b) The applicant shall supply the following;
- (1) a statement of facts of the crime, accompanied by a certified copy of the indictment (or, in the absence of an indictment, a copy of the "information" that initiated the formal judicial process), the judgment and any commitment order for each felony for which there has been a conviction;
 - (2) at least three letters attesting to the applicant's character from individuals unrelated by blood or marriage;
 - (3) a summary of the applicant's personal history since conviction including, if applicable, date of release, parole or probation status, employment, and military service;
 - (4) records of any cosmetology, esthetics, natural hair care, or manicurist school disciplinary actions; or a statement from the school indicating no disciplinary actions were taken; and
 - (5) any other information that in the opinion of the applicant would be useful or pertinent to the consideration by the Board of the applicant's request.

History Note: Authority G.S. 88B-4; 88B-24(1);

Eff. June 1, 1995;

Amended Eff. August 1, 2014; September 1, 2010; December 1, 2008; April 1, 2001; August 1, 1998.

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