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MINNESOTA BOARD OF COSMETOLOGY CANDIDATE INFORMATION BULLETIN



BOARD OF COSMETOLOGY

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Please refer to <https://test-takers.psiexams.com/mncos> to check for the most updated information.

ABOUT PSI

This Candidate Information Bulletin provides you with information about the examination process for a cosmetology license in the State of Minnesota.

The Minnesota Board of Cosmetology has contracted with PSI to conduct examinations. PSI provides examinations through a network of examination centers in the United States. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

The Minnesota Board of Cosmetology has established the requirements for a cosmetology license. Application for licensure **MUST** be filed within one year of the date on which the candidate passed the examination. If parts of the exam were passed on different dates, the one-year period begins from the earlier examination date.

For more information on licensure please contact:

Minnesota Board of Cosmetology
1000 University Avenue West, Suite 100
St. Paul, MN 55104
Phone: (651) 201-2742
Fax: (612) 617-2601
E-mail: cosmetology@state.mn.us
Website: <https://mn.gov/boards/cosmetology>

EXAMINATION INFORMATION

Cosmetologists, estheticians, and nail technicians must each pass three written examinations: the general theory examination, the state examination, and the written practical examination. You may pay and schedule for all three examinations at once using the combination examination or you may pay and schedule each separately. If you take the combination examination and only pass one (1) of the examinations and fail the others, you will only need to retake the failed examinations. Each time you retake an examination, you are required to pay the examination fee.

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your results will appear immediately on the computer screen.
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses.
- **On paper** - an official score report will be printed at the examination site.
- **Virtual testing** - score reports from online tests will be issued via the test taker email address provided, within 48 hours of the test.

Examination	Examination Fee	Scored Items	Non-Scored Items	Time Allowed	Percent Needed to Pass
Cosmetologist Combo Exam	\$85	190	20	5 Hours	75%
General Theory Exam	\$33	100	10	2 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	60	5	2 Hours	75%
Hair Technician Combo Exam	\$85	150	30	4 Hours	75%
General Theory Exam	\$33	75	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	45	5	1.5 Hours	75%
Nail Technician Combo Exam	\$85	135	20	4 Hours	75%
General Theory Exam	\$33	60	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	45	5	1.5 Hours	75%
Esthetician Combo Exam	\$85	155	20	4 Hours	75%
General Theory Exam	\$33	75	10	1.5 Hours	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	50	5	1.5 Hours	75%
Advanced Esthetician Combo Exam	\$61	95	10	3 Hours	75%
General Theory Exam	\$33	60	5	1.5 Hours	75%
Written Practical Exam	\$28	35	5	1.5 Hours	75%
Eyelash Extension Combo Exam	\$76	85	15	3 Hours	75%
General Theory Exam	\$24	30	5	1 Hour	75%
State Exam	\$24	30	5	1 Hour	75%
Written Practical Exam	\$28	25	5	1 Hour	75%
Salon Manager Exam	\$48	25	5	1 Hour	75%
School Manager Exam	\$48	30	5	1 Hour	75%

In addition to English, these exams are also offered in Spanish and Vietnamese. You cannot change the language of the examination on the day of testing. Be sure to select the language you need.

EXAMINATION PAYMENT AND SCHEDULING

EXAMINATION MODALITY (TESTING CENTER OR REMOTE PROCTORED)

Your exam may be scheduled in a testing center or online. When scheduling for your exam, please schedule them both in a testing center or remote proctored (online). If you need to split the delivery options, you will need to schedule the exam you take in the testing center first, and the remote proctored exam is taken second. You may schedule your test by one of the following options.

ONLINE SCHEDULING

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI's registration website at <https://test-takers.psiexams.com/mncos>. Internet registration is available 24 hours a day.

Log onto PSI's website and select *Sign in / Create Account*. Select *Create Account*. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

Scheduling for examinations is best completed on a desktop or laptop computer, as the PSI booking site is not mobile friendly at this time. If neither option is available to you please call PSI customer service (855) 834-8746 to book your testing appointment.

SCHEDULING BY TELEPHONE

The second fastest method of scheduling is via the telephone. Call (855) 834-8746, and speak with a live registrar, Monday through Friday between 6:30 AM and 9:00 PM, and Saturday and Sunday between 8:00 AM and 4:30 PM (CST). To register by phone, you need a valid VISA, MasterCard, American Express or Discover.

FAX REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI at (702) 932-2666. Fax registrations are accepted 24 hours a day. Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

EMAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Email the completed form to PSI at examschedule@psionline.com. Email registrations are accepted 24 hours a day. Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin) and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA MasterCard, American Express or Discover), money order, company check, or cashier's check, made payable to PSI. Print your name in the memo section of the money order or check to ensure the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.** Please allow PSI 2 weeks to process a mailed registration. After 2 weeks, you may go online or call PSI to schedule the examination.

RESCHEDULING/CANCELING AN EXAMINATION

You may cancel and reschedule an examination appointment without forfeiting your fee if PSI receives your *cancellation at least 2 days before the scheduled examination date*. For example, for a Monday appointment, you would need to cancel your appointment on or before the previous Saturday.

To cancel an appointment, you can use PSI's Internet web site or call PSI at (855) 834-8746 and speak to a PSI customer service representative during PSI office hours.

Note: You cannot cancel an appointment by leaving a voice mail message. You must use the PSI Website or speak to a PSI customer service representative.

MISSED APPOINTMENT OR LATE CANCELLATION

- You will forfeit your examination fee if you:
- Do not cancel your appointment at least 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time; or
- Do not present proper identification when you arrive for the examination.

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY

If severe weather or another emergency forces the closure of an examination center on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination appointment by calling (855) 834-8746 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

EXAMINATION REVIEW

PSI, in cooperation with the Minnesota Board of Cosmetology, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be given in written form to the examination proctor at the end of the examination or entered during the exam by clicking the Comments links on the function bar of the test question screen. Your comments regarding the questions and the examinations are welcomed. Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the general theory exam available to candidates.**

EXAMINATION SITE LOCATIONS

Below is a list of examination sites within Minnesota. You are also able to schedule an exam at any PSI examination site throughout the country. For a full list of testing sites, or online proctored exams please visit <https://test-takers.psiexams.com/mncos>.

BRAINERD - CENTRAL LAKES COLLEGE

501 W. COLLEGE DRIVE
BRAINERD, MN 56401

From North of Brainerd:

Take 371 South to College Road (next intersection after Hwy 210), Left on College Road, through the next light the street name turns to College Drive. Take the Mississippi Parkway exit off College Drive (the first right) and go to the Southeast Parking Lot. Come in Door 15. Walk to the Library doors. As you enter the library walk to the Right, as you enter the Computer Lab look to the Left, my office is the first door on the left.

Please Note: There is limited parking in the Southeast Lot. You will find additional parking on the surrounding street.

If unable to find the office, ask staff to direct you to the computer lab in the library. Candidates MUST wear a mask when coming to the testing site and that they need to complete the health survey before entering the building AND that they will only be able to access the campus through Door 4 OR Door 1 (Door 4 is closer to the testing center).

SAINT PAUL - BRAINSEED TESTING CENTER

HAMLIN PARK PLAZA
570 ASBURY ST. Suite 206
SAINT PAUL, MN 55107

From I-94 West: Take exit 238 for Snelling Avenue. Turn right onto Snelling Avenue. Continue on Snelling Avenue, heading North. Turn left onto Como Avenue. Turn left onto Asbury Street. 570 Asbury Street, Suite 206 will be on your left.

DULUTH

416 WEST SUPERIOR STREET
DULUTH, MN 55802

Going South on Mesaba, turn left on First St. Turn right at N 6th Ave. Turn left on Superior St. PSI is located on the right side on the second block. It is half a block down from the Duluth Public Library.

MANKATO

3030 AIRPORT RD.
MANKATO REGIONAL AIRPORT
MANKATO, MN 56001

From Mankato, head north on MN-22 for 2 miles. Turn right at 227th St/County Hwy 12. Follow Hwy-12 for 2.7 miles, then turn right at Airport Road.

FARGO

FARGO - FARGO TRAINING AND TESTING CENTER, SUITE 1100
FARGO, ND 58104

From I-94 E - Take exit 348 for 45th St. Keep right at the fork and merge onto 45th St S. In .2 miles, turn right onto 23rd Ave. S. Take the first right onto 46th St S.

ROCHESTER

3155 SUPERIOR DRIVE NW
ROCHESTER, MN 55901

From Highway 14, go North on Highway 52, exit at 55th Street NW to go west. 55th Street NW/County Road 22/West Circle Drive will veer slightly left turning into 41st Avenue NW/County Road 22/West Circle Drive. When you have gone 2.2 miles from 52 you will come to a traffic light at Valley High Road NW. Turn right, then take the first, almost immediate left onto Superior Drive NW. Take

the first right into the parking lot. Then take the second right so you are behind the units that are facing Superior Drive. PSI will be the second-to-last unit on your left.

WOODBURY

6053 HUDSON RD, SUITE 210

WOODBURY, MN 55125

From I-94 go South on Century to the first left (which is the frontage road entrance to the Country Inn). Enter the office complex through the entrance next to The Green Mill restaurant. 6053 is the building directly ahead. The entrance on that (West) side is on the 2nd floor. Suite 210 is down the corridor to the right. Please use the West entrance on Saturdays.

REPORTING TO THE EXAMINATION

On the day of the examination, you should arrive at least 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification and provides time for you to familiarize yourself with the examination process. *If you arrive late, you will not be admitted to the examination site and you will forfeit your examination registration fee.*

For security and identification purposes, all candidates will have their fingerprint taken during the examination check-in. The taking of the fingerprint is an additional measure to enhance examination security.

REQUIRED IDENTIFICATION

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test, and their examination fee will not be refunded.

PRIMARY IDENTIFICATION (with photo) - Choose One

- ↘ State issued driver's license
- ↘ State issued identification card
- ↘ Government issued passport (U.S. or Foreign)
- ↘ US government issued military identification card
- ↘ US government issued Alien Registration Card
- ↘ Canadian government issued identification card
- ↘ Consular ID

NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose One

- ↘ Credit/Debit card (must be signed)
- ↘ Social Security card
- ↘ US government issued birth certificate with raised seal

NOTE: Student ID and employment ID are **NOT** acceptable forms of identification.

**Candidates are allowed to test with a paper copy of their driver's license renewal with their expired ID attached. The old ID may have a corner cut off or a void stamp. The paper ID will match the original ID and will be valid until the new card arrives.*

If you cannot provide the required identification, you must call (855) 834-8746 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement.

Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination at that time.

**Military ID cannot be used for admission in an online test. If a test taker only has a military ID to utilize for admission, the test taker must test at an official PSI Testing Center location where the ID will be accepted.*

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
 - **Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.**
 - **Bulky or loose clothing or coats** that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, vests, jackets and coats are not permitted in the testing room. **In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.**
 - **Hats or headgear not worn for religious reasons** or as religious apparel, including hats, baseball caps, or visors.
 - **Other personal items**, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI's sole discretion.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

The “function bar” at the top of the test question screen provides mouse-click access to the features available while taking the examination.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.



DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling (855) 834-8746.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Candidate Information Bulletin.

INTERPRETER INSTRUCTIONS

Candidates who require an interpreter for their exam must request this accommodation in advance. To do so, register for the exam (without scheduling it) and submit the PSI Test Accommodations Request Form at least 30 days before your preferred test date. For questions, contact PSI's Exam Accommodations Team at 800-367-1565 ext. 6750 (Mon-Fri, 8 a.m.-5 p.m. CST).

Please see further instruction located on Exam Accommodations & Interpreters at the end of this Candidate Information Bulletin.

EXPERIMENTAL QUESTIONS

In addition to the number of examination questions specified in the "Examination Content Outlines", a small number (five to ten) "experimental" questions may be administered to candidates during the examinations. These questions will not be scored and time to answer them has been added to the time allowed. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

EXAMINATION CONTENT OUTLINES

For examination questions or concerns, please call PSI at (855) 834-8746 and speak to a PSI customer service representative.

The examination content outlines have been prepared and are periodically updated by committees of professionals who are subject matter experts in cosmetology practice, instruction, and regulatory issues. The examination content outlines identify areas of importance to licensees for them to perform their duties to the public in a competent and legally responsible manner.

Use the outline as a guide for pre-examination review of reference material. The outline lists the topics that are on the examination and the number of questions for each topic. Do not schedule your examination until you are familiar with the topics on the outline.

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady's Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology, 2016. Pivot Point International, Inc.

COSMETOLOGY GENERAL THEORY EXAMINATION

The examination consists of 110 questions (100 scored, 10 experimental) and you will have 2 hours.

Topic Code	Topic Name	Weight (%)
01	I. Safety and Infection Control	25%
01.A	A) Safe working conditions and practices	
01.A.1	1. Environment	
01.A.2	2. Protective coverings (e.g., draping, gloves)	
01.A.3	3. Water temperature	
01.A.4	4. Chemical labeling and storage	
01.A.5	5. Safety Data Sheet (SDS)	
01.A.6	6. Patch test	
01.A.7	7. Prohibited materials	
01.B	B) Safety agencies	
01.B.1	1. Occupational Safety and Health Agency (OSHA)	
01.B.2	2. Food and Drug Administration (FDA)	
01.B.3	3. Environmental Protection Agency (EPA)	
01.C	C) Infection control	
01.C.1	1. Infectious diseases and pathogens	
01.C.2	2. Cleaning and disinfection	
01.C.2.a	a. Cleaners and disinfectants	
01.C.2.b	b. Tools, equipment, and work surfaces	
01.C.3	3. Storage of tools and equipments	
01.C.4	4. Single and multiuse items	
01.C.5	5. Prevention of cross-contamination	
01.D	D) Standard Precautions for exposure incidents	
01.D.1	1. First aid kit	
01.D.2	2. Blood-spill disinfection and disposal	
01.E	E) Adverse or allergic reaction	
01.E.1	1. Signs and symptoms	
01.E.2	2. Correct action	
02	II. Client Consultation and Professional Conduct	4%
02.A	A) Client consultation	
02.A.1	1. Intake form	
02.A.2	2. Contraindications	
02.B	B) Record keeping	
02.C	C) Professional ethics	
02.D	D) Personal hygiene	

03	III. Hair, Skin, and Nail Anatomy	8%
03.A	A) Hair and scalp structure and physiology	
03.A.1	1. Hair structure	
03.A.2	2. Hair type (e.g., texture, elasticity, density, porosity)	
03.A.3	3. Hair growth phases	
03.A.4	4. Hair and scalp conditions and disorders	
03.B	B) Skin structure and physiology	
03.B.1	1. Skin structure	
03.B.2	2. Skin types	
03.B.3	3. Skin conditions and disorders	
03.C	C) Nail structure and physiology	
03.C.1	1. Nail structure	
03.C.2	2. Nail conditions and disorders	
04	IV. Shampooing, Conditioning, and Scalp Care	5%
04.A	A) Shampoos and conditioners	
04.A.1	1. Purpose	
04.A.2	2. Types	
04.B	B) Scalp care	
04.B.1	1. Scalp analysis	
04.B.2	2. Scalp massage	
05	V. Hairstyling	7%
05.A	A) Hairstyling techniques	
05.A.1	1. Blow-dry styling	
05.A.2	2. Wet styling	
05.A.3	3. Dry styling	
05.A.4	4. Thermal styling	
05.B	B) Combs and brushes	
05.C	C) Temperature precautions	
05.D	D) Wigs and hair additions	
06	VI. Haircutting	12%
06.A	A) Types of haircuts	
06.A.1	1. Blunt	
06.A.2	2. Graduated	
06.A.3	3. Layered	
06.B	B) Guidelines	
06.C	C) Sectioning hair	
06.D	D) Texturizing techniques	
06.E	E) Using a razor	
06.F	F) Using clippers	
06.G	G) Using scissors or shears	
07	VII. Hair Coloring	12%
07.A	A) Color Theory	
07.A.1	1. Level and tone	
07.A.2	2. Corrective color	
07.B	B) Products and product chemistry	
07.B.1	1. Strand test	
07.B.2	2. Hair and scalp preparation	
07.B.3	3. Mixing color	
07.B.4	4. Color and lightener application	
07.B.5	5. Color and lightener products	
07.D	D) Precautions	
07.D.1	1. Metallic and compound dyes	
07.D.2	2. Minerals	
07.D.3	3. Patch test	

08	VIII. Chemical Texture Services	11%
08.A	A) Permanent waving	
08.A.1	1. Products and product chemistry	
08.A.2	2. Hair and scalp preparation for permanent waving	
08.A.3	3. Application, processing, and removing products	
08.A.4	4. Techniques of wrapping hair with rods and other tools	
08.B	B) Relaxing, soft curl, and chemical straightening	
08.B.1	1. Products and product chemistry	
08.B.2	2. Hair and scalp preparation for chemical straightening	
08.B.3	3. Application, processing, and removing products	
09	IX. Esthetics	8%
09.A	A) Basic Facial	
09.A.1	1. Skin analysis	
09.A.2	2. Products and product chemistry	
09.A.3	3. Massage manipulations	
09.B	B) Make up	
09.B.1	1. Color theory and application	
09.B.2	2. Tools and implements	
09.C	C) Hair removal	
09.C.1	1. Waxing	
09.C.2	2. Tweezing	
09.D	D) Eyelashes	
09.D.1	1. Artificial eyelashes	
09.D.2	2. Eyelash extensions	
10	X. Nails	8%
10.A	A) Basic manicure and pedicure	
10.A.1	1. Products	
10.A.2	2. Tools and implements	
10.A.3	3. Hand and foot massage	
10.A.4	4. Sanitation and disinfection of spa bath	
10.B	B) Artificial nail enhancements	

COSMETOLOGY STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

COSMETOLOGY WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology (2nd Edition), 2023. Pivot Point International, Inc.

The examination consists of 65 questions (60 scored, 5 experimental) and you will have 2 hours.

Topic Code	Topic Name	Weight (%)
1	Safety and Infection Control	15%
01.A	A) Disinfection and infection control procedures	
01.B	B) Storage of tools and implements	
01.C	C) First aid and exposure incident procedures	
2	Shampooing, Conditioning, and Scalp Care	12%
02.A	A) Hair and scalp analysis	
02.A.1	1. Hair structure (texture, porosity, elasticity, density)	
02.A.2	2. Hair and scalp disorders and diseases	
02.B	B) Shampooing and conditioning	
02.B.1	1. Types	
02.B.2	2. Procedures	
02.C	C) Scalp care	
02.C.1	1. Scalp massage	
02.C.2	2. Special procedures for presence of scalp conditions	
3	Hair Styling	10%
03.A	A) Blow dry styling	
03.B	B) Thermal styling	
03.C	C) Wet styling	
03.D	D) Use of tools and implements	
4	Hair Coloring	13%
04.A	A) Color theory and mixing	
04.B	B) Draping	
04.C	C) Hair and scalp preparation	
04.D	D) Sectioning	
04.E	E) Application and processing procedures	
04.F	F) Strand test	
04.G	G) Patch test	
5	Permanent Waving	7%
05.A	A) Draping	
05.B	B) Sectioning	
05.C	C) Rods and wrapping techniques	
05.D	D) Application and processing	
05.E	E) Product and chemical selection (thioglycolate, alkaline/acid, exothermic)	
05.F	F) Strand test	
05.G	G) Patch test	
6	Chemical Relaxing	7%
06.A	A) Draping	
06.B	B) Sectioning	
06.C	C) Hair and scalp preparation	
06.D	D) Application and processing	
06.E	E) Product selection	
06.F	F) Strand test	
06.G	G) Patch test	

7	Hair Cutting	13%
07.A	A) Draping	
07.B	B) Sectioning	
07.C	C) Guidelines	
07.D	D) Cutting angles	
07.E	E) Using haircutting tools (shears, razor)	
8	Skin Care	8%
08.A	A) Skin analysis	
08.A.1	1. Skin types and structure	
08.A.2	2. Skin conditions, disorders and diseases	
08.B	B) Basic facial	
08.B.1	1. Cleansing	
08.B.2	2. Exfoliation	
08.B.3	3. Steaming	
08.B.4	4. Masks	
08.B.5	5. Massage manipulations	
08.B.6	6. Product and product chemistry	
08.B.7	7. Extractions	
08.C	C) Make up	
08.C.1	1. Face shapes, contouring, and corrective	
08.C.2	2. Application	
08.C.3	3. Forms of makeup	
08.C.4	4. Brushes and tools	
9	Hair Removal	5%
09.A	A) Tweezing	
09.A.1	1. Tweezing procedure	
09.A.2	2. Before and after treatment	
09.B	B) Waxing	
09.B.1	1. Types of wax	
09.B.2	2. Waxing procedure	
09.B.3	3. Before and after treatment	
10	Nail Care	7%
10.A	A) Nail analysis	
10.A.1	1. Nail structure	
10.A.2	2. Disorders and diseases	
10.B	B) Manicure procedures	
10.C	C) Pedicure procedures	
10.D	D) Tools and implements	
11	Nail Enhancements	3%
11.A	A) Tips	
11.B	B) Resins	
11.C	C) Acrylic	
11.D	D) Gel	

HAIR TECHNICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology (2nd Edition), 2023. Pivot Point International, Inc.

Topic Code	Topic Name	Weight (%)
1	I. Safety and Infection Control	28%
1A	A) Safe working conditions and practices	
1A1	1. Environment	
1A2	2. Protective coverings (e.g., draping, gloves)	
1A3	3. Water temperature	
1A4	4. Chemical labeling and storage	
1A5	5. Safety Data Sheet (SDS)	
1A6	6. Patch test	
1A7	7. Prohibited materials	
1B	B) Safety agencies	
1B1	1. Occupational Safety and Health Agency (OSHA)	
1B2	2. Food and Drug Administration (FDA)	
1B3	2. Environmental Protection Agency (EPA)	
1C	C) Infection control	
1C1	1. Infectious diseases and pathogens	
1C2	2. Cleaning and disinfection	
1C2a	a. Cleaners and disinfectants	
1C2b	b. Tools, equipment, and work surfaces	
1C3	3. Storage of tools and equipment	
1C4	4. Single and multiuse items	
1C5	5. Prevention of cross-contamination	
1D	D) Standard precautions for exposure incidents	
1D1	1. First aid kit	
1D2	2. Blood-spill disinfection and disposal	
1E	E) Adverse or allergic reaction	
1E1	1. Signs and symptoms	
1E2	2. Correct action	
02	II. Client Consultation and Professional Conduct	5%
02.A	A) Client consultation	
02.A.1	1. Intake form	
02.A.2	2. Contraindications	
02.B	B) Record keeping	
02.C	C) Professional ethics	
02.D	D) Personal hygiene	

03	III. Hair Anatomy	9%
03.A	A) Hair and scalp structure and physiology	
03.A.1	1. Hair structure	
03.A.2	2. Hair type (e.g., texture, elasticity, density, porosity)	
03.A.3	3. Hair growth phases	
03.A.4	4. Hair and scalp conditions and disorders	
04	IV. Shampooing, Conditioning, and Scalp Care	6%
04.A	A) Shampoos and conditioners	
04.A.1	1. Purpose	
04.A.2	2. Types	
04.B	B) Scalp care	
04.B.1	1. Scalp analysis	
04.B.2	2. Scalp massage	
05	V. Hairstyling	8%
05.A	A) Hairstyling techniques	
05.A.1	1. Blow-dry styling	
05.A.2	2. Wet styling	
05.A.3	3. Dry styling	
05.A.4	4. Thermal styling	
05.B	B) Combs and brushes	
05.C	C) Temperature precautions	
05.D	D) Wigs and extensions	
06	VI. Haircutting	15%
06.A	A) Types of haircuts	
06.A.1	1. Blunt	
06.A.2	2. Graduated	
06.A.3	3. Layered	
06.B	B) Guidelines	
06.C	C) Sectioning hair	
06.D	D) Texturizing techniques	
06.E	E) Using a razor	
06.F	F) Using clippers	
06.G	G) Using scissors or shears	
07	VII. Hair Coloring	15%
07.A	A) Color Theory	
07.A.1	1. Level and tone	
07.A.2	2. Corrective color	
07.B	B) Products and product chemistry	
07.B.1	1. Strand test	
07.B.2	2. Hair and scalp preparation	
07.B.3	3. Mixing color	
07.B.4	4. Color and lightener application	
07.B.5	5. Color and lightener products	
07.D	D) Precautions	
07.D.1	1. Metallic and compound dyes	
07.D.2	2. Minerals	
07.D.3	3. Patch test	

08	VIII. Chemical Texture Services	14%
08.A	A) Permanent waving	
08.A.1	1. Products and product chemistry	
08.A.2	2. Hair and scalp preparation for permanent waving	
08.A.3	3. Application, processing, and removing products	
08.A.4	4. Techniques of wrapping hair with rods and other tools	
08.B	B) Relaxing, soft curl, and chemical straightening	
08.B.1	1. Products and product chemistry	
08.B.2	2. Hair and scalp preparation for chemical straightening	
08.B.3	3. Application, processing, and removing products	

HAIR TECHNICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthiology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
f) Maintaining individual licenses	2105.0190, 155A.32
g) License renewal for individuals	2105.0200
h) Continuing education	155A.271, 2105.0200 Subp 1
i) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1)
j) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
g) Salon physical requirements	2105.0360
h) Salon operational requirements	2105.0370
i) Infection control requirements	2105.0375
j) Salon prohibitions	155A.355, 2105.0377
k) Intoxicants and controlled substances	2105.0510
l) General practice requirements	2105.0190, 2105.0375, 2105.0350, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
e) Enforcement, violations, and penalties	155A.33, 155A.36
f) Inspections	155A.25 (Subd. 1a, C), 2105.0115
g) Display of license	155A.32, 2105.0190 (Subp. 4)
h) Advertising	2105.0110

HAIR TECHNICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Cosmetology (14th Edition), 2022. Cengage Learning
- Pivot Point Fundamentals: Cosmetology (2nd Edition), 2023. Pivot Point International, Inc.

The examination consists of 50 questions (45 scored, 5 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
1	I. Safety and Infection Control	20%
01.A	A) Disinfection and infection control procedures	
01.B	B) Storage of tools and implements	
01.C	C) First aid and exposure incident procedures	
2	II. Shampooing, Conditioning, and Scalp Care	15%
02.A	A) Hair and scalp analysis	
02.A.1	1. Hair structure (texture, porosity, elasticity, density)	
02.A.2	2. Hair and scalp disorders and diseases	
02.B	B) Shampooing and conditioning	
02.B.1	1. Types	
02.B.2	2. Procedures	
02.C	C) Scalp care	
02.C.1	1. Scalp massage	
02.C.2	2. Special procedures for presence of scalp conditions	
3	III. Hair Styling	13%
03.A	A) Blow dry styling	
03.B	B) Thermal styling	
03.C	C) Wet styling	
03.D	D) Use of tools and implements	
4	IV. Hair Coloring	17%
04.A	A) Color theory and mixing	
04.B	B) Draping	
04.C	C) Hair and scalp preparation	
04.D	D) Sectioning	
04.E	E) Application and processing procedures	
04.F	F) Strand test	
04.G	G) Patch test	

5	V. Permanent Waving	9%
05.A	A) Draping	
05.B	B) Sectioning	
05.C	C) Rods and wrapping techniques	
05.D	D Application and processing	
05.E	E) Product and chemical selection (thioglycolate, alkaline/acid, exothermic)	
05.F	F) Strand test	
05.G	G) Patch test	
6	VI. Chemical Relaxing	9%
06.A	A) Draping	
06.B	B) Sectioning	
06.C	C) Hair and scalp preparation	
06.D	D) Application and processing	
06.E	E) Product selection	
06.F	F) Strand test	
06.G	G) Patch test	
7	VII) Hair Cutting	17%
07.A	A) Draping	
07.B	B) Sectioning	
07.C	C) Guidelines	
07.D	D) Cutting angles	
07.E	E) Using haircutting tools (shears, razor)	

NAIL TECHNICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Nail Technology (8th Edition), 2021. Cengage Learning
- Pivot Point Fundamentals: Nails (1st Edition), 2022. Pivot Point International, Inc.
- Tammy Taylor Nail Institute - Guide to Manicuring & Advanced Nail Technology, 2023

The examination consists of 70 questions (60 scored, 10 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
01	I. Safety and Infection Control	35%
01.A	a) Safe working conditions and practices	
01.A.1	1. Environment	
01.A.2	2. Protective coverings (e.g., draping, gloves)	
01.A.3	3. Water temperature	
01.A.4	4. Chemical labeling and storage	
01.A.5	5. Safety Data Sheet (SDS)	
01.A.6	6. Prohibited materials	
01.B	b) Safety Agencies	
01.B.1	1. Occupational Safety and Health Agency (OSHA)	
01.B.2	2. Food and Drug Administration (FDA)	
01.B.3	3. Environmental Protection Agency (EPA)	

01.C	c) Infection control	
01.C.1	1. Infectious diseases and pathogens	
01.C.2	2. Cleaning and disinfection	
01.C.2.a	a. Cleaners and disinfectants	
01.C.2.b	b. Tools, equipment, and work surfaces	
01.C.2.c	c. Sanitation and disinfection of spa bath	
01.C.3	3. Storage of tools and equipments	
01.C.4	4. Single and multiuse items	
01.C.5	5. Prevention of cross-contamination	
01.D	d) Standard Precautions for exposure incidents	
01.D.1	1. First aid kit	
01.D.2	2. Blood-spill disinfection and disposal	
01.E	e) Adverse or allergic reaction	
01.E.1	1. Signs and symptoms	
01.E.2	2. Correct action	
02	II. Client Consultation and Professional Conduct	5%
02.A	a) Client consultation	
02.A.1	1. Intake form	
02.A.2	2. Contraindications	
02.B	b) Record keeping	
02.C	c) Professional ethics	
02.D	d) Personal hygiene	
03	III. Nail Structure and Physiology	15%
03.A	a) Nail structure	
03.B	b) Nail conditions and disorders	
04	IV. Basic Manicure and Pedicure	25%
04.A	a) Products	
04.B	b) Nail services	
04.B.1	1. Preparing hands and feet for services	
04.B.2	2. Grooming nails and cuticles	
04.B.3	4. Buffing, shaping, and polishing	
04.C	c) Tools and equipment	
04.D	d) Hand and foot massage manipulations	
05	V. Artificial Nail Enhancements	20%
05.A	a) Application and removal	
05.A.1	Nail tips	
05.A.2	Gels, dips, and acrylics	
05.B	b) Tools, equipment, and products	
05.C	c) Maintenance	

NAIL TECHNICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1), 2105.0330
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

NAIL TECHNICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Nail Technology (8th Edition), 2021. Cengage Learning
- Pivot Point Fundamentals: Nails (1st Edition), 2022. Pivot Point International, Inc.
- Tammy Taylor Nail Institute - Guide to Manicuring & Advanced Nail Technology, 2023

The examination consists of 50 questions (45 scored, 5 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
1	Safety and Infection control	29%
01.A	A. Disinfection and infection control procedures	
01.B	B. Storage of tools and implements	
01.C	C. First aid and exposure incident procedures	

2	Nail Analysis	15%
02.A	A. Nail structure	
02.B	B. Conditions, disorders and diseases	
3	Basic Manicure and Pedicure	29%
03.A	A. Manicure procedures	
03.B	B. Pedicure procedures	
03.C	C. Tools and implements	
4	Nail Enhancements	27%
04.A	A. Tips	
04.B	B. Resins	
04.C	C. Acrylic	
04.D	D. Gel	

ESTHETICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Pivot Point Fundamentals: Esthetics, 2022. Pivot Point International, Inc.

The examination consists of 85 questions (75 scored, 10 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
01	I. Safety and Infection Control	35%
01.A	A) Safe working conditions and practices	
01.A.1	1. Environment	
01.A.2	2. Protective coverings (e.g., draping, gloves)	
01.A.3	3. Water temperature	
01.A.4	4. Chemical labeling and storage	
01.A.5	5. Safety Data Sheet (SDS)	
01.A.6	6. Patch test	
01.A.7	7. Prohibited materials	
01.B	B) Safety Agencies	
01.B.1	1. Occupational Safety and Health Agency (OSHA)	
01.B.2	2. Food and Drug Administration (FDA)	
01.B.3	3. Environmental Protection Agency (EPA)	
01.C	C) Infection Control	
01.C.1	1. Infectious diseases and pathogens	
01.C.2	2. Cleaning and disinfection	
01.C.2.a	a. Cleaners and disinfectants	
01.C.2.b	b. Tools, equipment, and work surfaces	
01.C.3	3. Storage of tools and equipments	
01.C.4	4. Single and multiuse items	
01.C.5	5. Prevention of cross-contamination	
01.D	D) Standard Precautions for exposure incidents	
01.D.1	1. First aid kit	
01.D.2	2. Blood-spill disinfection and disposal	
01.E	E) Adverse or allergic reaction	
01.E.1	1. Signs and symptoms	
01.E.2	2. Correct action	
02	II. Client Consultation and Professional Conduct	10%
02.A	A) Client consultation	
02.A.1	1. Intake form	
02.A.2	2. Contraindications	
02.B	B) Record keeping	
02.C	C) Professional ethics	
02.D	D) Personal hygiene	

03	III. Skin Structure and Physiology	14%
03.A	A) Skin structure and anatomy	
03.B	B) Skin types	
03.C	C) Skin conditions	
03.D	D) Skin diseases and disorders	
04	IV. Basic Facials	23%
04.A	A) Skin analysis	
04.B	B) Products and product chemistry	
04.B.1	1. Cleansers	
04.B.2	2. Exfoliators	
04.B.3	3. Steaming	
04.B.4	4. Masks	
04.B.5	5. Moisturizer and sunscreen	
04.C	C) Tools, implements, and equipment	
04.D	D) Massage manipulations	
05	V. Hair Removal	10%
05.A	A) Waxing	
05.A.1	1. Application and removal	
05.A.2	2. Types of wax	
05.A.3	3. Temperature precautions	
05.B	B) Tweezing	
06	VI. Makeup	8%
06.A	A) Application and removal	
06.B	B) Color Theory	
06.C	C) Corrective Make up	
06.D	D) Brushes and tools	
06.E	E) Eyelash Extensions	

ESTHETICIAN STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200
c) Continuing education	155A.271
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1)
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360

b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0305, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

ESTHETICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- Pivot Point Fundamentals: Esthetics, 2022. Pivot Point International, Inc.

The examination consists of 55 questions (50 scored, 5 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
1	Safety and Infection Control	24%
01.A	A) Disinfection and infection control procedures	
01.B	B) Storage of tools and implements	
01.C	C) First aid and exposure incident procedures	
2	Skin Analysis	16%
02.A	A) Skin types and structure	
02.B	B) Skin conditions, disorders and diseases	
3	Basic Facial	26%
03.A	A) Cleansing	
03.B	B) Exfoliating	
03.C	C) Steaming	
03.D	D) Masks	
03.E	E) Massage manipulations	
03.F	F) Product and product chemistry	
03.G	G) Extractions	
4	Makeup	12%
04.A	A) Face shapes and corrective makeup	
04.B	B) Application	
04.C	C) Forms of makeup	
04.D	D) Brushes and tools	

5	Hair Removal	22%
05.A	A) Tweezing	
05.A.1	1. Tweezing procedure	
05.A.2	2. Before and after treatment	
05.B	B) Waxing	
05.B.1	1. Types of wax	
05.B.2	2. Waxing procedures	
05.B.3	3. Before and after treatment	

ADVANCED ESTHETICIAN GENERAL THEORY EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Standard Esthetics: Advanced, 3rd Edition
- Milady Standard Esthetics: Advanced, 2nd Edition
- Aesthetics Exposed: Mastering Skin Care in a Medical Setting and Beyond, 1st Edition
- Milady's Aesthetician Series: Peels and Chemical Exfoliation, 2nd Edition
- Milady's Aesthetician Series: Peels and Chemical Exfoliation, 2nd Edition
- Minnesota Statutes - CHAPTER 155A. COSMETOLOGY (specifically 155A.23, subd. 14)
- Minnesota Administrative Rules - CHAPTER 2105, COSMETOLOGY; SALONS - BOARD OF COSMETOLOGIST EXAMINERS - Ch. 2105

The examination consists of 65 questions (60 scored, 5 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
01	I. Safety and Infection Control for Advanced Practice Services	10%
01.A	A) Safe working conditions and practices	
01.A.1	1. Environment	
01.A.2	2. Protective coverings (e.g. draping, gloves)	
01.A.3	3. Chemical labeling and storage	
01.A.4	4. Safety Data Sheet (SDS)	
01.A.5	5. Prohibited materials	
01.A.6	6. Disposal of hazardous materials	
01.A.7	7. Safety agencies (HIPPA)	
01.B	B) Infection control	
01.B.1	1. Infectious diseases and pathogens	
01.B.2	2. Sanitation and disinfection	
01.B.2.a	a. Levels of decontamination	
01.B.2.b	b. Cleaners and disinfectants	
01.B.2.c	c. Tools, equipment, and work surfaces	
01.B.2.d	d. Storage of tools and equipment	
01.B.2.e	e. Single and multiuse items	
01.B.2.f	f. Prevention of cross-contamination through use of tools, products, gloves, and handwashing	
01.B.3	3. Sterilization	
01.B.3.a	a. Types of sterilization	
01.B.3.b	b. Tools and equipment	
01.C	C) Standard precautions for exposure incidents	
01.C.1	1. First aid kit	
01.C.2	2. Blood-spill disinfection and disposal	
01.D	D) Adverse or allergic reaction	
01.D.1	1. Signs, symptoms, and monitoring	
01.D.2	2. Correct action	

02	II. Client Consultation	10%
02.A	A) Client consultation	
02.A.1	1. Skin analysis	
02.A.2	2. Contraindications, recent services, and current product or medicine use	
02.A.3	3. Consent and intake forms	
02.A.4	4. Factors that affect the skin	
02.A.5	5. Patch tests	
02.B	B) Record keeping	
03.B	III. Skin Structure and Physiology	10%
03.B.1	1. Skin structure and anatomy	
03.B.2	2. Skin types and classification	
03.B.3	3. Skin conditions and disorders	
03.B.4	4. Lymphatic system and lymphatic drainage	
03.B.5	5. Wound healing	
04	IV. Advanced Exfoliation	20%
04.A	A) Methods, processes, and results	
04.A.1	1. Dermaplaning	
04.A.2	2. Microdermabrasion	
04.A.3	3. Chemical or enzyme exfoliation	
04.B	B) Product chemistry and chemical interaction	
04.C	C) Risks and contraindications	
04.D	D) Depth of penetration	
04.E	E) After care	
05	V. Advanced Skin Care Treatments	
05.A	A) Electrical energy treatment methods and processes	20%
05.A.1	1. Galvanic current	
05.A.2	2. High frequency	
05.A.3	3. Light therapy	
05.A.4	4. Microcurrent	
05.A.5	5. Radio frequency	
05.A.6	6. Ultrasonic	
05.B	B) Advanced extractions	
05.B.1	1. Lancets	
05.C	C) Product chemistry and chemical interaction	
05.D	D) Risks and contraindications	
05.E	E) Depth of penetration	
05.F	F) After care	
06	VI. Skin Needling	15%
06.A	A) Methods, processes, and results	
06.B	B) Product chemistry and chemical interaction	
06.C	C) Risks and contraindications	
06.D	D) Depth of penetration	
06.E	E) After care	
07	VII. Advanced Practice Esthetician Laws and Rules	15%
07.A	A) Services within the scope of practice for an advanced practice esthetician	
07.B	B) Sterilization equipment requirements	
07.B.1	1. Permissible types of sterilization	
07.B.2	2. Record keeping requirements	
07.C	C) Situations requiring gloves	

ADVANCED ESTHETICIAN WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Standard Esthetics: Advanced, 3rd Edition
- Milady Standard Esthetics: Advanced, 2nd Edition
- Aesthetics Exposed: Mastering Skin Care in a Medical Setting and Beyond, 1st Edition
- Milady's Aesthetician Series: Peels and Chemical Exfoliation, 2nd Edition
- Milady's Aesthetician Series: Peels and Chemical Exfoliation, 2nd Edition
- Minnesota Statutes - CHAPTER 155A. COSMETOLOGY (specifically 155A.23, subd. 14)
- Minnesota Administrative Rules - CHAPTER 2105, COSMETOLOGY; SALONS - BOARD OF COSMETOLOGIST EXAMINERS - Ch. 2105

The examination consists of 40 questions (35 scored, 5 experimental) and you will have 1.5 hours.

Topic Code	Topic Name	Weight (%)
1	Safety and Infection Control 10%	10%
01.A	A) Disinfection, sterilization, and infection control procedures	
01.B	B) First aid and exposure incidents	
01.C	C) Processes for negative reactions	
2	Skin Analysis 20%	20%
02.A	A) Identifying skin types, classifications, and structure	
02.B	B) Use of skin analysis tools	
02.C	C) Identifying skin disorders and diseases	
02.D	D) Determining proper services for skin type and classification	
02.E	E) Identifying depth of penetration and skin layer impacted	
3	Advanced Exfoliation 35%	35%
03.A	A) Methods	
03.A.1	1. Dermaplaning	
03.A.2	2. Microdermabrasion	
03.A.3	3. Chemical or enzyme exfoliation	
03.B	B) Product combinations and mixtures	
03.C	C) Monitoring skin reactions	
03.D	D) After care	
4	Advanced Skin Care Treatments 35%	35%
04.A	A) Processes and procedures for:	
04.A.1	1. Electrical energy treatments	
04.A.1.a	a. Light therapy	
04.A.1.b	b. Galvanic current	
04.A.1.c	c. Microcurrent	
04.A.1.d	d. High frequency	
04.A.1.e	e. Radio frequency	
04.A.1.f	f. Ultrasonic devices	
04.A2	2. Lymphatic drainage	
04.A3	3. Advanced extractions	
04.A4	4. Skin needling	

EYELASH EXTENSION GENERAL THEORY EXAMINATION

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written-General Theory examination.

- Milady Advanced Services Eyelashes, 2023
- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- The Essential Guide to Lash Extension Technology, NovaLash Inc. (2012)

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

Topic Code	Topic Name	Weight (%)
01	I. Safety and Infection Control	35%
01.A	a) Safe working conditions and practices	
01.A.1	1. Environment	
01.A.2	2. Protective coverings (e.g., draping, gloves)	
01.A.3	3. Water temperature	
01.A.4	4. Chemical labeling and storage	
01.A.5	5. Safety Data Sheet (SDS)	
01.A.6	6. Patch test	
01.A.7	7. Prohibited materials	
01.B	b) Safety agencies	
01.B.1	1. Occupational Safety and Health Agency (OSHA)	
01.B.2	2. Food and Drug Administration (FDA)	
01.B.3	3. Environmental Protection Agency (EPA)	
01.C	c) Infection control	
01.C.1	1. Infectious diseases and pathogens	
01.C.2	2. Sanitation and disinfection	
01.C.2.a	a. Levels of decontamination	
01.C.2.b	b. Cleaners and disinfectants	
01.C.2.c	c. Tools, equipment, and work surfaces	
01.C.3	3. Storage of tools and equipments	
01.C.4	4. Single and multiuse items	
01.C.5	5. Prevention of cross-contamination	
01.D	d) Standard Precautions for exposure incidents	
01.D.1	1. First aid kit	
01.D.2	2. Blood-spill disinfection and disposal	
01.E	e) Adverse or allergic reaction	
01.E.1	1. Signs and symptoms	
01.E.2	2. Correct action	
02	II. Client Consultation and Analysis	20%
02.A	a) Client consultation	
02.A.1	1. Intake form	
02.A.2	2. Contraindications	
02.B	b) Record keeping	
02.C	c) Professional ethics	
02.D	d) Personal hygiene	
02.E	e) Eyelash evaluation	
02.F	f) Skin analysis	
02.G	g) Eye shapes	

03	III. Anatomy, Physiology, and Disorders of the Eye	15%
03.A	a) Face and Eye Disorders	
03.B	b) Eyelash Growth Cycle	
04	IV. Eyelash Application and Removal	30%
04.A	a) Implements, Materials, and Related Equipment	
04.B	b) Eyelash Extension Application	
04.C	c) Eyelash Extension Isolation and Separation	
04.D	d) Eyelash Extensions Removal	
04.E	e) Adhesives & Removers	

EYELASH EXTENSION STATE EXAMINATION

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

I. General Information (15%)	MN Statute or Rule
a) Definitions	155A.23, 2105.0010
b) Board purpose and responsibilities	155A.20, 155A.21, 155A.24, 155A.31, 155A.26
c) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology	2105.0105
II. Licensing (25%)	
a) Maintaining individual licenses	2105.0190, 155A.32
b) License renewal for individuals	2105.0200
c) Continuing education	155A.271, 2105.0200 Subp 1
d) Types of salons and maintaining salon licenses	155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1)
e) Licensed services not offered in a licensed salon	155A.275, 2105.0410
III. Practice Requirements (45%)	
a) Salon physical requirements	2105.0360
b) Salon operational requirements	2105.0370
c) Infection control requirements	2105.0375
d) Salon prohibitions	155A.355, 2105.0377
e) Intoxicants and controlled substances	2105.0510
f) General practice requirements	2105.0190, 2105.0375, 2105.0350, 2105.0390, 2105.0115, 2105.0110
IV. Enforcement (15%)	
a) Enforcement, violations, and penalties	155A.33, 155A.36
b) Inspections	155A.25 (Subd. 1a, C), 2105.0115
c) Display of license	155A.32, 2105.0190 (Subp. 4)
d) Advertising	2105.0110

EYELASH EXTENSION WRITTEN PRACTICAL EXAMINATION

REFERENCE LIST

The examinations are CLOSED BOOK.

The reference materials listed below are used to prepare the questions for the Written Practical examination.

- Milady Advanced Services Eyelashes, 2023
- Milady Standard Esthetics: Fundamentals (12th Edition), 2020. Cengage Learning
- The Essential Guide to Lash Extension Technology, NovaLash Inc. (2012)

The examination consists of 30 questions (25 scored, 5 experimental) and you will have 1 hour.

Topic Code	Topic Name	Weight (%)
1	Safety and Infection Control	35%
01.A	A) Disinfection and infection control procedures	
01.B	B) Storage of tools and implements	
01.C	C) First aid and exposure incident	
2	Client Consultation and Analysis	15%
02.A	A) Eyelash evaluation	
02.B	B) Skin analysis	
02.C	C) Eyelash extension selection	
02.D	D) Identification of disorders, allergies, and adverse reactions	
02.E	E) Patch Test	
3	Eyelash Extension Application	25%
03.A	A) Skin and eye preparation	
03.B	B) Eyelash isolation and separation	
03.C	C) Application	
03.D	D) Post-service clean up and client directions	
4	Eyelash Extension Removal	25%
04.A	A) Skin and eye preparation	
04.B	B) Eyelash isolation and separation	
04.C	C) Removal of lashes	

SALON MANAGER

The examination consists of 30 questions (25 scored, 5 experimental) and you will have 1 hour.

Topic Code	Topic Name	Weight (%)	MN Statute or Rule
1	I. General Information	20%	
01.A	A) Definitions		155A.23, 2105.0010
01.B	B) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology		2105.0105
01.C	C) Salon manager license renewal		2105.0200 (Subp. 2), 155A.271
01.D	D) Salon license renewal		2105.0330
01.E	E) Types of salons and maintaining salon licenses		155A.29, 2105.0322, 2105.0393, 2105.0397, 2105.0520, 2105.0310 (Subp. 1A), 2105.0360
01.F	F) Licensed services not offered in a licensed salon		155A.275, 2105.0410
2	II. Manager Responsibilities	25%	
02.A	A) Advertising		2105.0110
02.B	B) Designated licensed salon manager		2105.0305, 2105.0375, 2105.0390, 2105.0190
02.C	C) Salon supervision		2105.0390, 2105.0205
02.D	D) Maintaining a salon license		2105.0322
3	III. Practice Requirements	40%	
03.A	A) Salon physical requirements; General practice requirements		2105.0360, 2105.0190
03.B	B) Salon operational requirements		2105.0370
03.C	C) Infection control requirements		2105.0375
03.D	D) Salon prohibitions		155A.355, 2105.0377
03.E	E) Intoxicants and controlled substances		2105.0510
4	IV. Enforcement	15%	
04.A	A) Enforcement, violations, and penalties		155A.33, 155A.36, 155A.23, 2105.0390
04.B	B) Inspections		155A.25 (Subd. 1a, C), 2105.0115
04.C	C) Display of license		155A.32, 2105.0190 (Subp. 4)

SCHOOL MANAGER

The examination consists of 35 questions (30 scored, 5 experimental) and you will have 1 hour.

Topic Code	Topic Name	Weight (%)	MN Statute or Rule
1	I. Definitions and Licensing	15%	
01.A	A) Definitions		155A.23, 2105.0010, 2110.0010
01.B	B) Scope of practice for cosmetology, esthology, nail technology, and eyelash technology		2105.0105
01.C	C) Instructor license renewal		
01.C	C) Instructor license renewal		2105.0200 (Subp. 2A)
2	II. School Operational Requirements	55%	
02.A	A) Advertising		
02.B	B) School curricula		
02.B.1	1. Curriculum approval and content		2110.0500
02.B.2	2. Cosmetologist training		2110.0510
02.B.3	3. Esthetician training		2110.0520
02.B.4	4. Nail Technician training		2110.0530
02.B.5	5. Eyelash Technician training		2110.0580
02.B.6	6. Credit towards another license		2110.0550
02.B.7	7. Skills courses		2110.0545
02.C	C) Transfer students		2110.0705
02.D	D) Enrollment contracts and pre-enrollment disclosures		2110.0640
02.E	E) Student records		2110.0670
02.F	F) Certification of student hours		2110.0680
02.G	G) Student deadline to become licensed		2110.0690
3	III. Operational Requirements	30%	
03.A	A) Inspections		2110.0125
03.B	B) Physical requirements		2110.0390
03.C	C) Fixtures, furniture, and equipment		2110.0400
03.D	D) Supplies and materials		2105.0375
03.E	E) Instructors		155A.355, 2105.0377
03.F	F) School clinics		2110.0740
03.G	G) Prohibited uses		155A.25 (subd. 1a, C), 2110.0125

COSMETOLOGY SCHOOLS

Use the appropriate school code from this list to register for your exams.

School Code	School Name	School Code	School Name
099	AV Lash and Beauty School LLC (Inver Grove Heights)	093	Petra V Pro (Brooklyn Park)
080	Aesthetics Academy	075	Petra V Pro (Saint Paul)
097	Apollo High School (St. Cloud)	036	Professional Salon Academy
066	Atelier Academy	029	Ridgewater College
003	Avalon School of Cosmetology	094	Ridgewater College (Hutchinson)
052	Aveda Institute (Minneapolis)	044	Riverland Community College (Austin)
073	Aveda Institute (Rochester)	062	Riverland Community College (Waseca FCI)
084	Beauty Certified Education Association	083	Rocco Altobelli Salon
088	Beauty Inspiration Association	027	Saint Paul Technical College
068	Bloomington Career & College Academy	082	Salon and Spa Professional Association
030	Century College	091	Savant Aesthetics Institute
007	Cosmetology Careers Unlimited (Duluth)	065	Southwest Metro intermediate District 288-06 (Chaska)
081	Cosmetology Education Group	098	St. Cloud Ara School District- Tech HS (St. Cloud)
086	Education Exchange of Minnesota	079	St. Paul College - Waseca Federal Correctional Institution
077	Embellish Beauty School	015	Taylor'd Cosmetology School (Minneapolis)
013	Empire Beauty School (Bloomington)	085	The Annex
014	Empire Beauty School (Spring Lake Park)	074	The Institute of Advanced Aesthetics
017	Hastings Beauty School	069	The Salon Professional Academy (Maplewood)
078	iLash Beauty School	070	The Salon Professional Academy (Rochester)
019	LA Beauty School	089	Theresa Soucy
092	Lavish Beauty School, Inc.	057	VN Beauty School
087	Learn with Carla	048	Wright Technical Center (Buffalo)
076	Medspa Institute of America		
072	MN Beauty School		
071	Minnesota Brow Lash Studio & Academy		
026	Minnesota Career Education Center (Shakopee)		
090	MN Lash Artistry, Inc.		
053	Minnesota School of Beauty		
050	Minnesota School of Cosmetology (Plymouth)		
023	Minnesota School of Cosmetology (Woodbury)		
037	Minnesota State College Southeast Technical (Winona)		
028	Minnesota State Community & Technical College (Jackson)		
054	Minnesota West Community & Technical College (Pipestone)		
024	Minnesota West Community & Technical College (Wadena)		
031	Model College of Hair Design		
060	Northeast Metro Career & Technical Center		
096	Northwest Technical College- Cosmetology Academy (Bemidji)		
061	Nova Academy of Cosmetology (Mankato)		
034	Nova Academy of Cosmetology (Rochester)		
095	Nova Academy of Cosmetology (Woodbury)		
055	Park Avenue School of Cosmetology Inc (Alexandria)		
051	Park Avenue School of Cosmetology Inc (Brainerd)		
035	Park Avenue School of Cosmetology Inc (Park Rapids)		
047	PCI Academy		



MINNESOTA COSMETOLOGY EXAMINATION REGISTRATION FORM

Legal Name: _____
Last Name First Name Middle Name

Social Security #: [] [] [] - [] [] - [] [] [] [] FOR IDENTIFICATION PURPOSES ONLY

Mailing Address: _____
Number, Street (Must be a physical address, PO Boxes are NOT accepted) Apt/Ste

City State Zip Code

Telephone: Cell _____ - _____ Other _____ - _____

Email: _____@_____

School Code: [] [] [] [] (See list on previous page)

Examination (Check one):

- | | | | | |
|--|--|--|---|--|
| <input type="checkbox"/> Cos Combo Exam (\$85) | <input type="checkbox"/> Nail Technician Combo Exam (\$85) | <input type="checkbox"/> Esthetician Combo Exam (\$85) | <input type="checkbox"/> Advanced Esthetician Combo Exam (\$61) | <input type="checkbox"/> Eyelash Extension Combo Exam (\$76) |
| <input type="checkbox"/> Cos General Theory Exam only (\$33) | <input type="checkbox"/> Nail Technician General Theory Exam only (\$33) | <input type="checkbox"/> Esthetician General Theory Exam only (\$33) | <input type="checkbox"/> Advanced Esthetician General Theory Exam only (\$33) | <input type="checkbox"/> Eyelash Extension General Theory Exam only (\$24) |
| <input type="checkbox"/> Cos State Exam only (\$24) | <input type="checkbox"/> Nail Technician State Exam only (\$24) | <input type="checkbox"/> Esthetician State Exam only (\$24) | <input type="checkbox"/> Advanced Esthetician Written Practical Exam (\$28) | <input type="checkbox"/> Eyelash Extension State Exam only (\$24) |
| <input type="checkbox"/> Cos Written Practical Exam (\$28) | <input type="checkbox"/> Nail Technician Written Practical Exam (\$28) | <input type="checkbox"/> Esthetician Written Practical Exam (\$28) | <input type="checkbox"/> Salon Manager Examination (\$48) | <input type="checkbox"/> Eyelash Extension Written Practical Exam (\$28) |
| | | | <input type="checkbox"/> School Manager Examination (\$48) | |

(Check one) First Time Retake

Total Fee Included: \$_____. You may pay by credit card, company check, cashier's check or money order. Make your check or money order payable to PSI and note your Social Security # on it.

If paying by credit card, check one: VISA MasterCard American Express Discover

Card Number: _____ Exp. Date: _____

Card Verification No: _____
The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).

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All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990.

Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Requirements for exam accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

EXAM ACCOMMODATION INSTRUCTIONS

Any test accommodation must be approved, and the payment made, prior to scheduling a test. If a test is scheduled first, without approval and payment, the accommodation will not be recognized and granted.

Accommodation documents must be uploaded into the system using a PDF or JPG format.

A test taker or their representative may request the accommodation. A valid email address will need to be entered into the application, so communications are received by the test taker to complete the accommodation process.

There is an email ticket that is generated once the request is submitted. The ticket will track all updates and communications for the accommodation request. The test taker is responsible to monitor the request ticket communications and updates so PSI may deliver the accommodation request for testing.

If a test taker does not successfully submit, follow their ticket, and correspond with the PSI accommodations team, the request may be delayed or canceled.

INTERPRETER INSTRUCTIONS

Candidates who need an interpreter for the exam must request this accommodation in advance. Here's what you need to know:

- **Request Early:** Register for your exam (but do not schedule it) and submit your request at least 30 days before your desired exam date.
- **How to Request:** Complete the PSI Test Accommodations Request Form. In the form, indicate whether:
 - You have your own interpreter, or
 - You need PSI's help finding one.
- **Waiver Required:** If you provide your own interpreter, you must upload a signed statement confirming they are not a friend or family member and will only translate word-for-word.
- **Interpreter Eligibility:**
 - Must present valid photo ID on test day.
 - Must meet PSI's eligibility requirements.
 - Only one interpreter is allowed.
- **Scheduling:** You may schedule your exam only after your interpreter request is approved. PSI will notify you by email.
- **Test Day:**
 - Exams with interpreters must be taken in person at a PSI test center.
 - Both you and your interpreter must arrive 30 minutes early and bring valid photo ID.
 - The interpreter may only translate the exam content exactly as written – no explanations or clarifications are allowed.
- **Payment:** You are responsible for paying your interpreter directly. PSI does not cover interpreter fees.

For questions, contact the PSI Exam Accommodations Team at 800-367-1565 ext. 6750 (Mon-Fri, 8 a.m.-5 p.m. CST).

MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE REQUESTING EXAMINATION ACCOMMODATIONS