

Full Client Name	Massachusetts Board of Registration of Cosmetology and Barbering
Acronym	MACOS
File Type	<p>PSI Approves - First time application must be mailed in to PSI</p> <p>Test takers must complete the application form found at the end of this guide. The completed application and fee are emailed to MACOSprocessing@psionline.com (no faxed applications will be accepted). Once PSI has received the application and the applicable fee, PSI will review and process the application, please allow ten (10) business days to complete the application process. If an application is incomplete or missing required documents, The application will be returned in an email to the test taker explaining the deficiency. The test taker will need to resubmit a completed application package with the required information for review. It is in the test takers best interest to make sure the application is complete and required documentation uploaded prior to submitting the application package. Missing information will delay the application process.</p>
Platform	UCS2
ID Type	ID type should be last name and last four digits of their primary phone number.
Address	Massachusetts Board of Registration of Cosmetology and Barbering 1000 Washington Street, Suite 710, Boston, Massachusetts 02118-6100
Telephone	(617)701-8792
Fax	N/A
Web address	Board of Registration of Cosmetology and Barbering Mass.gov
PSI Test Taker Service #	(855) 340-0093
PSI Exam Browser Link	https://test-takers.psiexams.com/macOS
Exam Titles/Languages available	<ul style="list-style-type: none"> •MA Aesthetician/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Aesthetician Instructor/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Cosmetology/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Cosmetology Instructor/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Manicurist/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Manicurist Instructor/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Electrology/English, Simplified Chinese, Spanish, Vietnamese, Portuguese •MA Barber/English, Simplified Chinese, Spanish, Vietnamese, Portuguese
Pretest Items	N/A
Exam Type	Massachusetts Cosmetology
Notes	Test takers who encounter questions or difficulty with registration, please do not call the Massachusetts Board Office as they do not have the information to aid test takers in their registration process. Please email cosmetology@psionline.com or contact PSI customer services at (855) 340-0093
Splitting Portions	N/A
Application Processing	Yes
Application Processor	MACOSprocessing@psionline.com
Name/Address Changes	<p>CSR can make minor changes. Changes due to divorce/marriage - Test taker must send supporting documentation for Application Processor to enter. (Example: Divorce Decree for divorce, Marriage License for marriage)</p> <p>If a test taker name differs on any paperwork, they will need to provide documentation of legal name changes. This may require marriage certificates, or other legal documents, additional documentation may be required if the name has changed multiple times.</p>
Languages Available	See exam titles above
Eligibility Criteria	test takers are eligible for the examinations when their application and supporting documentation are approved. In order to be approved for examination by the Board of State Examiners of Electricians, test takers must have the required work requirement and education.
Eligibility Period	<p>1 Year Eligibility period</p> <p>Test takers wishing to re-apply once their eligibility has expired will be required to resend their entire application to PSI. PSI does have some documents on file, however, each application should be handled on an individual basis. If you have any questions about what documents a TT must submit, please email Application Processor.</p>
Payment Payable to	PSI
Fees	Fees do not include MA License Fee Veterans may not have to pay the MA License Fee.
Exam or Re-Exam Fees	<p>Theory and Written Practical Test \$180</p> <p>Theory Test ONLY \$90</p> <p>Written Practical Test ONLY \$90</p> <p>Note: Test Fees are not refundable or transferable</p> <p>*Exam retakes will be at no charge for the foreseeable future.</p>
Payment Type	Pay by credit card

Reschedule Rules	You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received two days (48 hours) prior to the scheduled examination date.
ADA/Exam Accommodation Approval	All PSI testing centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and testing accommodations will be made in meeting a test taker's needs. Test takers with disabilities requesting test accommodations must fill out the test accommodation request form in the Test Taker Guide (TTG). Fill in ALL the requested information and upload documentation at the end of the form.
Out of State Testing	Not allowed
Paper/Pencil	Yes (per Accommodations approval)
Bring to test center	Test takers are required to provide 2 forms of identification. <ul style="list-style-type: none"> • One I.D. must be a VALID, government issued identification (driver's license, state ID, passport), which bears the test takers name exactly as it appears in the test registration, signature and photograph or a complete physical description. • The second ID must have the test takers signature and preprinted legal name exactly as it appears on the test takers registration form. <p>*The MA State board has approved the following list as acceptable forms of ID in addition to driver's license, state ID and passport. All must be not expired.</p> <ul style="list-style-type: none"> • Alien Registration Receipt Card or Permanent Resident Card with photograph, also known as a Green Card (Form I-551) • Foreign passport • Employment Authorization Document (EAD) containing a photograph (Form I-766) • Temporary Driver's Permit with photo, not expired <p>All identification must display the test takers name exactly as it appears in the test registration form. Test takers who are not able to provide the required identification must call (855) 340-0093 at least 21 days prior to the scheduled test, to discuss possible solutions to this test requirement. Test takers failing to provide all required identification at the time of the test is considered a missed test, and they will be dismissed.</p>
Open Book Exam	Exams are CLOSED book
Calculator Allowed	Online basic calculator
Reference Materials Given at Site	None
Passing Score	75% each exam
Cut score	N/A
Score reports	<ul style="list-style-type: none"> • Test Scores will be emailed to the test taker upon completion of their test. • Test scores results are confidential and will be given only to the test taker and the Board office. • Test takers who are successful, will receive a "PASS" report. • Test takers who score below the required passing score will receive an overall score, and an individual score for each of the test topic areas. Test takers use this information to assist them in studying for a re-examination.
Dup Score Report	To request a duplicate score report, test takers may email cosmetology@psionline.com .
Fingerprint Info	N/A
Application Fee	\$68 Theory and Practical
Licensing instructions	After passing all necessary portions the MA State Board will issue a license within a few business days. Once issued, the license will be visible at the state board's website Check an Occupational Board License Mass.gov. When the license appears here, the test taker can begin work in their field right away. Four weeks is the estimated time of receiving a physical license card via mail.
Retest fee	*Exam retakes will be at no charge for the foreseeable future.
Retest procedure	Refer Test Taker to the TTG/TTG
Exam review	PSI, in cooperation with the Department and Massachusetts Board, will be continually evaluating the tests being administered to ensure that the tests accurately measure competency in the required knowledge areas. Comments may be entered during the test by clicking the Comments link on the function bar of the test question screen. Test taker comments regarding the questions and the tests are welcomed. Comments will be analyzed by PSI test 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 Department may re-evaluate test taker's result and adjust them accordingly.
Practice Exams Offered	Yes - online at https://test-takers.psiexams.com/macros . You may take the practice exams an unlimited number of times: you will need to pay each time.
Support modes	N/A
Support email	examschedule@psionline.com
Email Response Time	Up to 48 hrs
Scheduling modes	Phone, PSI website

Information Links	
Created Date	10/4/2022 rp
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