



ALABAMA BOARD OF COSMETOLOGY AND BARBERING

NOTICE OF INTENDED ACTION

AGENCY NAME: Board of Cosmetology and Barbering

RULE NO. & TITLE: 250-X-5-.06 (3) General Rules for Schools

INTENDED ACTION: To amend this rule.

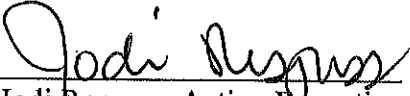
SUBSTANCE OF PROPOSED ACTION: To clarify reporting requirements for student hours.

TIME, PLACE, MANNER OF PRESENTING VIEWS:

Interested persons may present comments in writing at any time during the thirty-five (35) day period following publication of this notice to Jodi Respass, Acting Executive Director of the Alabama Board of Cosmetology, 100 North Union St., Suite 324, Montgomery, AL 36130-1750. Comments may be presented in person or orally to the Executive Director at the above address on Thursday, July 6, 2017 at 9:00 AM. Requests for comments in person must be submitted in writing in advance. Copies of proposed rule changes are available at the Executive Director's office at 334-242-1918.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE: July 6, 2017

CONTACT PERSON AT AGENCY:

  
Jodi Respass, Acting Executive Director  
Alabama Board of Cosmetology  
RSA Union Building  
100 North Union St., Suite 324  
Montgomery, AL 36130-1750

### **250-X-5-.06 General Rules for Schools**

- (1) Student enrolment records must be received by the Board within thirty (30) days after students enroll. Any hours earned before the Board receives proper enrolment forms will not be credited.
- (2) All schools must keep a record of daily attendance, daily, monthly and cumulative totals of hours earned by students, and furnish the Board a certified copy of hours after students finish training or leave school.
- (3) Private schools are required to send student daily, monthly and cumulative attendance records to the board office by the 15<sup>th</sup> day of the month following the month in which hours are earned.
- (4) Students may not receive credit for more than eight (8) clock hours earned in any single day, except for four (4) make up hours per week, and not more than forty-eight (48) clock hours in one week.
- (5) Schools are not allowed to promise students guaranteed employment after completion of training.
- (6) No student may be called from theory class to perform service for the public.
- (7) Any demonstration of new processes or products to students must be made in the presence of instructors on staff at the school.
- (8) No school may prepare food for resale.
- (9) No school may charge public for student services before students complete 15% of their training.
- (10) No school may pay a student, instructor trainee or instructor for service performed on the public.
- (11) All schools must hold both written and practical examinations on a regular basis, including content of Board law and regulations.
- (12) No school may prohibit an authorized representative of the Board from conducting an inspection of the school premises, personnel or student records at any time during regular business hours.
- (13) Schools are allowed to set their own rules for absenteeism and tardiness.
- (14) When students complete appropriate hours of training, schools must submit a record of completion form certifying students for examinations.
- (15) Students must become licensed with the Board within two (2) years after completing prescribed training hours or any required additional training. Students not licensed within this time must return to school and complete 375 hours of training before applying or reapplying for examination. *Code of AL 1975, § 34-7B-15(f)*
- (16) No student may be enrolled in more than one school at the same time.
- (17) Schools may use students to perform services for the public for a fee and advertise for such services provided that:
  - (A) Any advertisement states in bold legible print that students are performing the services; and
  - (B) In all areas where students are performing services for the public, legible signs of appropriate size must be posted notifying public that students are being used to perform services.

**Author:** Bob McKee

**Statutory Authority:** *Code of AL 1975, § 34-7B-26*

**History:** Filed Oct. 21, 2014; Effective Mar 10, 2015

**Amended:** Filed May 18, 2017