

## **21 NCAC 14T .0102 NEW SCHOOL APPLICATIONS**

(a) Persons desiring to operate a cosmetic art school in the state of North Carolina shall make application for licensure by submitting to the Board the Board's School Application. The Board's School Application shall include:

- (1) School name;
- (2) Cosmetic Art disciplines to be taught;
- (3) Physical address and mailing address;
- (4) Phone number;
- (5) Email address;
- (6) Ownership type;
- (7) Reason for application;
- (8) Owner name;
- (9) School contact person with phone number and email address; and
- (10) List of teachers with cosmetic art license number.

(b) School application forms shall be submitted along with supporting documents as follows:

- (1) Proof of bond as required by G.S. 88B-17;
- (2) Diagram with location of equipment placement and marking square footage of all areas including classrooms, dispensary, water supplies, stations, locker room or dressing room, office areas, reception areas, and restroom facilities;
- (3) Course curriculum and required evaluation plans for each cosmetic art discipline and teacher trainee program to be taught in the school;
- (4) Plans for record keeping for compliance with 21 NCAC 14T .0502;
- (5) The qualifications for passing required evaluations and techniques for grading of performances;
- (6) Handbook for students containing student policies on attendance, leave of absence policy, performance assignment, and a plan for instruction of students to achieve the required minimum hours, practice, and performances per 21 NCAC 14T .0602 through .0610 and any additional academic requirements established by the school;
- (7) A raised seal identifying the school name and physical location to be used on all Board forms, reports, and other official papers;
- (8) Documentation of local municipality fire, mechanical code, occupancy, electrical and plumbing approval;
- (9) School operation schedule including days, hours, and observed holidays; and
- (10) Signed statement that the school owner has read and understands the Board's rules in this Subchapter.

(c) The Board shall not approve an application for a license until all plans, furniture, supplies, and equipment as prescribed by the rules in this Subchapter have been installed and all fees have been paid to the Board.

(d) The Board shall issue a license to any cosmetic art school that meets the requirements of this Subchapter and G.S. 88-B as determined by inspection.

*History Note: Authority G.S. 88B-4; 88B-16; 88B-17;88B-20;  
Eff. January 1, 2012;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 13, 2015;  
Amended Eff. April 1, 2023; March 1, 2022; October 1, 2019; December 1, 2016;  
Readopted April 1, 2026.*