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TRANSMITTAL SHEET FOR
NOTICE OF INTENDED ACTION

Control 250 Department or Agency Board of Cosmetology

Rule No. 250-X-4

Rule Title: Apprentices

New Amend Repeal Adopt by Reference

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? NO

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? YES

Is there another, less restrictive method of regulation available that could adequately protect the public? N/A

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved and, if so, to what degree? NO

Is the increase in cost, if any, more harmful to the public than the harm that might result from the absence of the proposed rule? N/A

Are all facets of the rulemaking process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? YES

Does the proposed rule have an economic impact? NO

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Reference Service.



Bob McKee, Executive Director

Date August 20, 2013

(DATE FILED)
(STAMP)

ALABAMA BOARD OF COSMETOLOGY

NOTICE OF INTENDED ACTION

AGENCY NAME: Board of Cosmetology

RULE NO. & TITLE: 250-X-4 Apprentices

INTENDED ACTION: To repeal and replace this chapter


SUBSTANCE OF PROPOSED ACTION: To adopt new rules consistent with new law Act 2013-371.

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 Bob McKee, Executive Director of the Alabama Board of Cosmetology, 100 North Union St., Suite 320, Montgomery, AL 36130-1750. Comments may be presented in person to the Executive Director at the above address on Monday, October 7, 2013 at 10:00 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: October 7, 2013

CONTACT PERSON AT AGENCY:


Bob McKee, Executive Director
Alabama Board of Cosmetology
RSA Union Building
100 North Union St., Suite 320
Montgomery, AL 36130-1750

CHAPTER 250-x-4 APPRENTICES

250-x-4.01 Requirements.

- (1) Apprentices must apply for a permit and pay the applicable fee before beginning work.
- (2) Apprentices must train in a shop licensed by the Board under a licensed sponsor in the appropriate field whose name is designated on their application.
- (3) The sponsor must be licensed during the entire period of apprenticeship.
- (4) No sponsor may train more than one apprentice at a time, and the Board must be immediately notified of any change in apprentice sponsorship.
- (5) Apprentices must pay an additional registration fee when changing sponsor.
- (6) Apprentices are limited to three (3) changes in sponsor during training.
- (7) Barber apprentices and manicure apprentices are allowed two (2) years to complete training.
- (8) Cosmetology and esthetic apprentices are allowed three (3) years to complete training.
- (9) Apprentices must meet requirements outlined in the *Code of Alabama 1975, Section 34-7B-16*. In addition to practical training, sponsors must provide apprentices with a copy of a Board approved textbook for theory study.
- (10) Shops with apprentices or student trainees must display a clear and legible sign not less than 8" X 10" in the reception area or at work stations advising the public that services are offered by apprentices or student trainees.
- (11) Shops and sponsors are responsible for keeping a daily, monthly and accumulated total of earned apprentice hours, and sponsors must submit monthly and accumulated hours to the Board office by the fifteenth (15th) day of the month after the month in which hours are earned.
- (12) Apprentice hours received in the Board office with a postmark date later than the fifteenth (15th) day of the month after the month in which hours are earned will not be credited, and both shop and sponsoring licensee will be in violation of Board regulations and subject to a fine as provided in the *Code of Alabama 1975, Section 34-7B-10*.
- (13) Apprentices must become licensed within two (2) years from record of completion date of original training or complete 375 hours of school training before applying or reapplying for examination.
- (14) Apprentices who have their apprenticeship interrupted by military service may reenroll in an apprenticeship program within one year of completion of their tour of duty and receive credit for previous hours earned.

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, 34-7B-16(f)

History: Filed: August 20, 2013

250-X-4.02 Apprentice Permits.

- (1) Shop owners and sponsors are responsible for returning temporary permits and total hours earned for discontinued apprentices.
- (2) Apprentice permits are not transferable between sponsors or shops. Apprentices must apply to the Board for a new permit involving any change in shop or sponsor and pay the applicable fee.

(3) Discontinued apprentices may re-enroll in training and receive credit for hours previously credited provided curriculum is completed within three (3) years of original enrollment. A new permit and fee are applicable.

(3) Cosmetology and esthetician apprentices must complete their training within three (3) years.

(4) Barber and manicure apprentices must complete their training within two (2) years.

(5) No student may be issued an apprentice or shampoo assistant permit.

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, 34-B16(f).

History: Filed: August 20,2013

250-X-4-.03 Apprentice Curricula.

(1) Barber Apprentices must complete a curriculum of not less than the following requirements:

200 hrs. History, Law, Image, Management

200 hrs. Sanitation, Infections

300 hrs. Cutting, Shaping, Styling

150 hrs. Shampooing, Rinses

200 hrs. Sciences, Anatomy

100 hrs. Skin, Scalp, Hair

250 hrs. Shaving, Design, Hairpieces

100 hrs. Chemical Waving

100 hrs. Relaxing

400 hrs. Unassigned

2,000 HOURS TOTAL

(2) Cosmetology apprentices must complete a curriculum of not less the following requirements:

450 hrs. Sanitation/Sterlization/Allied Sciences

150 hrs. Skin, Facials, and Make-Up

225 hrs. Manicure, Nails

150 hrs. Shampoos, Rinses

300 hrs. Coloring, Bleach

225 hrs. Haircutting

595 hrs. Hairstyling (Finger Waving, Styling, Hair Pressing, Thermal Waving)

525 hrs. Permanent Waving

380 hrs. Unassigned

3,000 HOURS TOTAL

(3) Esthetician apprentices must complete a curriculum of not less than the following requirements:

200 hrs. Bacteriology and Sanitation, Personal Hygiene, Public Health

200 hrs. History of Skin, Cell, Tissue

200 hrs. Dermatology, Structure, Functions, Types, Color, Elasticity, Disorders

100 hrs. Structure/Function Human Systems

100_hrs. Skin Types, Color, Nutrition
200_hrs. Facial Treatments, Massage, Analysis, Preparation, Manipulations
150_hrs. Equipment, Electrical Current Facial Treatments, Benefits, Safety
150_hrs. Other Facial Treatments, Purpose and Effects, Safety
75_hrs. Hair Removal, Depilatories, Tweezing, Waxing
200_hrs. Makeup, Supplies and Implements, Preparation, Safety Procedures
75_hrs. Body Wraps, Purpose and Effects, Types of Treatment, Supplies
125_hrs. Business/ Management Practices, Salon and Client Development
225-hrs. Unassigned
2,000 HOURS TOTAL

(4) Manicure apprentices must complete a curriculum of not less than the following requirements:

180 hrs. Bacteria, Infections
120 hrs. Sanitation and Disinfection
180 hrs. Anatomy, Skin, Nails, Diseases and Disorders
30 hrs. Nail Products
100 hrs. Client Consultation, Professional Image
220 hrs. Manicure, Pedicure
150 hrs. Acrylic Nails
220 hrs. Unassigned
1,200 HOURS TOTAL

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, 34-7B-16

History: Repealed; Filed: August 20, 2013

ALABAMA BOARD OF COSMETOLOGY
ADMINISTRATIVE CODE

CHAPTER 250-X-4
APPRENTICESHIP

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250-X-4-.01 Requirements.

- (1) Apprentices must apply for a permit and pay the applicable fee before beginning work.
- (2) Apprentices must train under the immediate supervision of a licensed master or instructor in the appropriate field whose name is designated on their application.
- (3) The sponsoring master/instructor must be licensed at the proper level during the entire period of apprenticeship. Sponsors whose personal licenses are not maintained at the proper level during the entire period an apprentice is being sponsored will be in violation of board regulation and subject to a fine as provided in the Code of Ala. 1975, Section 34-7A-15) (2) (c).
- (4) Salons must be properly licensed during the entire period an apprentice is being sponsored. Salons which fail to maintain a proper license during the entire period an apprentice is being sponsored will be in violation of board regulations and subject to a fine as provided in the Code of Ala. 1975, Section 34-7A-15(2) (c)
- (5) No master/instructor may sponsor more than one apprentice at a time, and the Board must be immediately notified of any change in apprentice sponsorship
- (6) Apprentices must pay an additional registration fee when changing sponsor.
- (7) Apprentices are limited to three (3) changes in sponsor during training.

(8) Apprentices are allowed three (3) years to complete training.

(9) A cosmetologist may sponsor an apprentice in any field of cosmetology, but a manicure/nail tech or esthetician may sponsor an apprentice only in the appropriate field.

(10) Apprentices must meet requirements outlined in the Code of Ala. 1975, Section 34-7A-22(1). In addition to practical training, sponsors must provide apprentices with a copy of a Board approved textbook for theory study.

(11) Salons with apprentices or student trainees must display a clear and legible sign not less than 8" X 10" in the reception area or at work stations advising the public that services are offered by apprentices or student trainees.

(12) Salons and sponsors are responsible for keeping a daily, monthly and accumulated total of earned apprentice hours, and sponsors must submit monthly and accumulated hours to the Board office by the fifteenth (15th) day of the month after the month in which hours are earned.

(13) Apprentice hours received in the Board office with a postmark date later than the fifteenth (15th) day of the month after the month in which hours are earned will not be credited, and both salon and sponsoring licensee will be in violation of Board regulations and subject to a fine as provided in the Code of Ala. 1975, Section 34-7A-15(2)(c).

(14) Apprentices must become licensed within two (2) years from record of completion date of original training hours or any required additional training or repeat the entire training requirements.

(15) Apprentices who have their apprenticeship interrupted by military service may reenroll in an apprenticeship program within one year of completion of their tour of duty and receive credit for previous hours earned.

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, §34-7A-3, 22.

History: Filed September 24, 1982. **New Rule:** Filed April 20, 2001; effective May 25, 2001. **Repealed (See Ed. Note):** Filed July 1, 2002; effective August 5, 2002. **Repealed and New Rule:** Filed April 1, 2004; effective May 6, 2004. **Repealed and New Rule:** Filed September 7, 2005; effective October 12, 2005. **Amended:** Filed May 15, 2007; effective June 19, 2007. **Amended:** Filed April 23, 2009; effective May 28, 2009. **Amended:** Filed August 31, 2010; effective October 4, 2010.

Ed. Note: Rule 250-X-4-.01.01, Requirements, was renumbered 250-X-4-.01 after the original 250-X-4-.01, Requirements For Apprentices was repealed as per certification filed July 1, 2002; effective August 5, 2002.

250-X-4-.02 Apprentice Permits.

(1) Salon owners and sponsors are responsible for returning temporary permits and total hours earned for discontinued apprentices.

(2) Apprentice permits are not transferable between sponsors or salons. Apprentices must apply to the Board for a new permit involving any change in salon or sponsor and pay the applicable fee.

(3) Discontinued apprentices may re-enroll in training and receive credit for hours previously credited provided curriculum is completed within three (3) years of original enrollment. A new permit and fee are applicable.

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, §34-7A-3, 22.

History: Filed September 24, 1982. **Amended:** Filed July 1, 2002; effective August 5, 2002. **Repealed and New Rule:** Filed September 7, 2005; effective October 12, 2005. **Amended:** Filed May 15, 2007; effective June 19, 2007.

250-X-4-.03 Apprentice Curricula.

(1) Cosmetology apprentices must complete a curriculum of not less the following requirements:

- 450 hours, Sanitation, Sterilization and Allied Sciences
- 150 hours, Skin, Facials, and Make-Up
- 225 hours, Manicure, Nails
- 150 hours, Shampoos, Rinses
- 300 hours, Coloring, Bleach
- 225 hours, Haircutting
- 595 hours, Hairstyling (Finger Waving, Styling, Hair Pressing, Thermal Waving)
- 525 hours, Permanent Waving
- 380 hours, Unassigned
- 3,000 HOURS TOTAL

(2) Esthetician apprentices must complete a curriculum of not less than the following requirements:

- 300 hours, Bacteriology and Sanitation, Personal Hygiene, Public Health
- 300 hours, History of Skin, Cell, Tissue
- 300 hours, Dermatology, Structure, Functions, Types, Color, Elasticity, Disorders
- 150 hours, Structure and Function of Human Systems
- 150 hours, Skin Types, Color, Nutrition
- 300 hours, Facial Treatments, Massage, Analysis, Preparation, Manipulations
- 200 hours, Electrical Current Facial Treatments, Equipment, Benefits, Safety
- 200 hours, Other Facial Treatments Purpose and Effects, Safety
- 100 hours, Hair Removal, Depilatories, Tweezing, Waxing
- 300 hours, Makeup, Supplies and Implements, Preparation, Safety Procedures
- 100 hours, Body Wraps, Purpose and Effects, Types of Treatment, Supplies
- 200 hours, Business and Management Practices, Salon and Client Development
- 400 hours, Unassigned
- 3,000 HOURS TOTAL

(3) Manicure/nail technology apprentices must complete a curriculum of not less than the following requirements:

- 180 hours, Bacteria, Infections
- 120 hours Sanitation and Disinfection
- 180 hours, Anatomy, Skin, Nails, Diseases and Disorders
- 30 hours, Nail Products
- 100 hours, Client Consultation, Professional Image
- 220 hours, Manicure, Pedicure
- 150 hours, Acrylic Nails
- 220 hours, Unassigned
- 1,200 HOURS TOTAL

Author: Bob McKee

Statutory Authority: Code of Ala. 1975, §34-7A-3(d), 22.

History: Filed September 24, 1982. **Amended:** Filed July 1, 2002; effective August 5, 2002. **Repealed and New Rule:** Filed September 7, 2005; effective October 12, 2005. **Amended:** Filed May 15, 2007; effective June 19, 2007.