psi national barber and cosmetology program

MARYLAND COSMETOLOGY TEST TAKER GUIDE

Please refer to our website to check for the most updated information ***https://test-takers.psiexams.com/mdcos***

Effective 3/31/2025 - PSI will no longer be processing applications via mail, fax or email. All registration documents are to be completed and submitted through our online submission portal at https://test-takers.psiexams.com/ . If you submit via mail, fax or email, it will be returned, and you must resubmit via the online portal.

© 2019 PSI SERVICES LLC

Contents

PSI NATIONAL TESTING – GENERAL INFORMATION 2
TEST ELIGIBILITY 2
APPLICATION TO TEST 5
MARYLAND TEST FEES 5
OUT OF STATE REQUESTS 5
SCHEDULING A TEST 6
DELETING A DUPLICATE ACCOUNT 6
REGISTRATION BY TELEPHONE 6
CANCELING OR RE-SCHEDULING 6
LATE CANCELATION OR MISSED TEST 6
TEST TAKER ACCOMMODATIONS 7
PSI TEST CENTER EXPERIENCE 7
PSI MARYLAND TESTING LOCATIONS 7
EMERGENCY TEST SITE CLOSURE 8
REPORTING TO A TESTING SITE 8
REQUIRED IDENTIFICATION FOR ENTRY TO THE TEST 8
GENERAL SECURITY RULES AND PROCEDURES 9
PSI NATIONAL PRACTICAL TEST- IMPORTANT GUIDELINES 10
WORKPLACE INFECTION CONTROL PRECAUTIONS WORKPLACE 11
SAFETY PRECAUTIONS 11
KITS/SUPPLIES AND EQUIPMENT 11
PSI NATIONAL COSMETOLOGY PRACTICAL TEST TOPIC ORDER 11
PSI NATIONAL COSMETOLOGY PRACTICAL TEST RATING 12
CRITERIA PSI NATIONAL COSMETOLOGY PRACTICAL TEST 12
TOPIC AREA: 1 WORKSTATION PREPARATION ♦ 10 minutes 13
TOPIC AREA: 2 BASIC MANICURE ♦ 20 minutes 14
TOPIC AREA: 3 NAIL ENHANCEMENT USING A FORM ♦ 30 minutes 14
TOPIC AREA: 4 BASIC FACIAL ♦ 20 minutes 15
TOPIC AREA: 5 EYEBROW WAXING & TWEEZING ♦ 20 minutes 16
TOPIC AREA: 6 HAIRCUTTING ♦ 20 minutes 17

TOPIC AREA: 7 CHEMICAL WAVE ♦ 45 minutes 18
TOPIC AREA: 8 SODIUM HYDROXIDE RELAXER (STRAIGHTENER) APPLICATION ♦ 20 minutes 19
TOPIC AREA: 9 COLOR LIFT ♦ 20 minutes 20
TOPIC AREA: 10 PERMANENT HAIR COLOR DEPOSIT ♦ 20 minutes 21
TOPIC AREA: 11 WORKSTATION PREPARATION FOR NEXT CLIENT ♦ 10 minutes 22
COSMETOLOGY PRACTICAL SCORE REPORTING 22
THEORY TESTING EQUIPMENT 21
INDENTIFICATION SCREEN 21
TUTORIAL 21
TEST QUESTION SCREEN 22
EXPERIMENTAL QUESTIONS 23
COSMETOLOGY THEORY TEST 24
COSMETOLOGY THEORY CONTENT OUTLINE 27
COSMETOLOGY TEST REFERENCE MATERIALS 28
PSI SCORE REPORTING INFORMATION 28
EXAMINATION REVIEW 28
OBTAINING A DUPLICATE SCORE REPORT 28
COSMETOLOGY TEST ACCOMODATION REQUEST FORM 28

PSI NATIONAL TESTING – GENERAL INFORMATION

The Maryland Department of Labor, Division of Occupational and Professional Licensing, State Board of Cosmetologists (Board) licenses and regulates individuals who practice the trade of cosmetology in the State of Maryland. The Board has contracted with PSI Services LLC (PSI) to conduct its cosmetology examination program. The Board examination is designed to test a test taker's knowledge, skills and abilities to practice and determine whether a test taker is prepared to assume responsibility for the safety and welfare of the public. PSI provides examinations through a network of examination centers in Maryland.

This test taker Information Bulletin provides you with information about the examination process for Cosmetology Licensure in the State of Maryland.

For licensing information, please contact:

Board of Barbers and Cosmetologists
Maryland Department of Labor
100 S. Charles St., Tower I
Balitmore, MD 21201
(410).230-6190
http://www.dllr.state.md.us/license/cos/

Once you have passed **both** the theory and practical examinations, your results will be sent to the State. The DLLR and the Board will determine your eligibility for a license.

TEST ELIGIBILITY

To be eligible to take an examination, you must meet the following training requirements, and fill out the application processing portion online.

For passing scores to be valid in the state of Maryland, both portions of the test are REQUIRED and must both be passed successfully within a two year period.

Cosmetologist

Students-theory only. If you wish to take the Cosmetologist theory examination, you must:

▪Complete 1,380 hours of instruction of an approved Cosmetology Program

Students-practical only. If you passed the theory examination at 1,380 hours and now wish to take the Cosmetologist practical examination, you must:

▪Complete 1,500 hours of instruction of an approved Cosmetology Program;
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Students-theory and practical. If you wish to take the Cosmetologist theory and practical examination at the same time, you must:

▪Complete 1,500 hours of instruction of an approved Cosmetology Program;
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Apprentices. A cosmetologist apprentice registration authorizes the apprentice to learn all aspects of cosmetology under the direct supervision of a senior cosmetologist. One senior cosmetologist shall directly train one cosmetologist apprentice.

Before becoming eligible to take the Cosmetologist examination, a cosmetologist apprentice shall:

▪Train at least 20 hours per week;
▪Train for not less than 24, nor more than 36, months;and
▪Complete the apprenticeship curriculum approved by the Board.
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Licensed Barbers who wish to take the Cosmetologist examinations must:

▪Complete 750 hours of an approved Cosmetology Program;
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Senior Cosmetologist

If you wish to take the Senior Cosmetologist examination, you must:

▪Submit the letter of approval from the Board that states you have two years of licensed experience;
▪Apply through the online application processing system.

Hairstylist

Students. If you wish to take the Hairstylist examination, you must:

▪Complete 1,200 hours of instruction of an approved Hairstyling Program;
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Blow Dry Stylist

Students. If you wish to take the Blow Dry Stylist examination, you must:

•Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Esthetician

Students. If you wish to take the Esthetician examinations,you must:

▪Complete 600 hours of instruction of an approved Esthetician Program;
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Apprentices. An esthetician apprentice registration authorizes the esthetician apprentice to learn all aspects of providing esthetic services as defined in Business Occupations and Professions Article, §5-101(l), Annotated Code of Maryland. The term "massaging", as used in Business Occupation and Professions Article, §5-101(l), Annotated Code of Maryland, means contact with the skin limited to the beautification, cleansing, and embellishment of the skin during the application and removal of skin care products. One senior cosmetologist or one licensed esthetician with 2 years experience shall directly train one esthetician apprentice.

Before becoming eligible to take the esthetician examination, an esthetician apprentice shall:

▪Train at least 20 hours per week;
▪Train for not less than 12 or more than 24 months;and
▪Complete the apprenticeship curriculum approved by the Board.
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Nail Technician

Students. If you wish to take the Nail Technician examinations, you must:

▪ Complete 250 hours of instruction of an approved Nail Technical Program;
▪ Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Apprentices. A nail technician apprentice registration authorizes the nail technician apprentice to learn all aspects of manicuring and pedicuring. One senior cosmetologist or one licensed nail technician with 2 years experience shall directly train one apprentice.

Before becoming eligible to take the nail technician examination, a nail technician apprentice shall:

▪Train at least 20 hours per week;
▪Train for not less than 8 or more than 12 months; and
▪Complete the apprenticeship curriculum approved by the Board.
▪Apply through the online application processing system and include a digital school seal.
Eligibility Qualification letters sent from the State are only necessary if the test taker is an apprentice, does not qualify for the license due to an original training, or the test takers school is closed.

Out Of State Test Takers

If you completed your training outside of Maryland, or you are licensed and practice in another state, you must obtain a letter of eligibility from the State of Maryland to sit for these examinations. To obtain a letter of eligibility, you must submit a certification letter from your State Board to the State of Maryland for consideration. The certification letter must have the out-of-state Board seal, and it must demonstrate that you have completed equal training to the State of Maryland or that you have tested and have a current license in that state. Upon approval, a letter of eligibility will be mailed to you. Apply through the application processing option available online.

Important: If you take an examination without prior approval from the State of Maryland, your test scores will be invalidated and you will not receive a license. If you take an examination unnecessarily or before you have been approved, the examination fee will not be refunded.

MARYLAND TEST FEES

Cosmetology Practical Test Only	$47	Practical & Theory Combined	$77
Cosmetology Theory Test Only	$47		

NOTE: Test fees are **NOT REFUNDABLE OR TRANSFERABLE**.
Test fees are **valid for one (1) year** from the date of payment.

APPLICATION TO TEST

Test takers must apply for eligibility with PSI by applying online. PSI will determine your eligibility for taking the examination.

- If required, be sure to include the original letter of eligibility that you received from the state.
- It is recommended that all first-time test takers apply to take both the theory examination and the practical examination.
- There is no expiration to your eligibility.
- If you fail, you may retest on an unlimited basis.

Upon approval by PSI, you will be sent an eligibility email (if an email address is not provided, this notice will be mailed to you). If your registration is incomplete, PSI will contact you to advise you of any additional information or documents required.

SCHEDULING FOR AN EXAMINATION

Upon approval by PSI, you will be sent an eligibility email (if an email address is not provided, this notice will be mailed to you). It is your responsibility to contact PSI to schedule the examination.

ONLINE (HTTPS://TEST-TAKERS.PSIEXAMS.COM/MDCOS)

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at https://test-takers.psiexams.com/mdcos. 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.

REGISTRATION BY TELEPHONE

PSI registrars are available at (855) 898-0714, Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time to receive payment and to schedule your appointment for the examination.
To schedule by phone, you need a valid credit card (VISA, MasterCard, American Express or Discover.)

MD AUTOMATED APPLICATION PROCESSING

A test taker account is necessary to register for testing with PSI. If you have tested with PSI in the past, you have an existing account that needs to be used. Enter the email address of that account and recover the password if needed. Only one account per test taker can be created in our system.
Email addresses upon registration must be spelled correctly and an address belonging to the test taker.

1- Test takers will go to the PSI webpage here - https://test-takers.psiexams.com/
2- Test takers will choose their test and whether it be the Theory or Practical portion
3- Test takers will then create a new account if never testing with PSI before. If they have tested with PSI and have a previous account, please login with that information and DO NOT create an additional account.
4- When the PSI account Sign In or Creation is completed. The application information will then be displayed.
5- The application will begin and move through the pages as the test taker fills in or reviews the information provided. Please submit when finished.
6- If there are deficiencies in the application, the test taker will receive an email outlining the missing information and how to submit the needed document. The process is put on HOLD status and awaits the test taker to submit the needed information.
7- Once the application is submitted, test taker's should check their email account listed on the application for information pertaining to the application or the approval email.

CANCELING OR RE-SCHEDULING

You may cancel and reschedule an examination appointment without forfeiting your fee if your cancellation notice is received 2 days before the scheduled examination date. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (855) 898-0714.

Leaving a voice mail message will *NOT* cancel a test, test takers need to speak directly to a live Customer Service Representative.

LATE CANCELATION OR MISSED TEST

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

TEST TAKER 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 test taker's needs. A test taker with a disability or a test taker who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Test Taker Guide.

Test takers who require test accommodations, must create an account in the PSI system prior to requesting an accommodation.

Applicants with disabilities or those who would otherwise have difficulty taking the test request for alternative arrangements by CLICKING HERE.

ENGLISH-AS-A-SECOND-LANGUAGE (ESL) ACCOMMODATIONS

Test takers may bring an ESL translator with them to the testing site, but the translator must be approved in advance by PSI. TTs submit their EA request form with appropriate documentation. We have a list of state-approved interpreters that must be used. The test taker is responsible for paying for the interpreter. The TT must provide the name and contact number of the translator when scheduling.

MD Interpreters Link (for BAR & COS only): CLICK HERE to view court interpreters public list

PSI TEST CENTER EXPERIENCE

Please visit the following link to watch a short video of the PSI Test Center Experience.

https://psi.wistia.com/medias/3321yp1ic8

PSI MARYLAND THEORY TESTING LOCATIONS

The PSI National Esthetician Theory tests are administered at the testing centers listed below:

The following directions are generated from the most current mapping services available. However, new road construction and highway modifications may result in some discrepancies. If you are not familiar with the specific area of the testing site, please consult a reliable map prior to your test date.

Baltimore
2622 Lord Baltimore Dr, Suite C-D
Baltimore, MD 21244

Crofton Center
Morauer III Building
2137 Espey Court, Suite 3
Crofton, MD 21114

College Park Center
The Sterling Building
4920 Niagara Road, Suite400
College Park, MD 20740

Hagerstown Center
140 West Franklin St Suite A
Hagerstown, MD 21740

Mid-Atlantic Testing Company
13992 Baltimore Ave, Suite 205
Laurel, MD 20707

Brainseed Testing Services
1322 Belmont Ave, Bldg 2, Suite 203
Salisbury, MD 21801

Additionally, PSI has examination centers in many other regions across the United States. You may take the theory examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.

PSI MARYLAND PRACTICAL TESTING LOCATIONS

Baltimore Site
7801 York Road, Suite 309
Towson, MD 21204

Lanham Practical (Forbes Blvd)
4200 Forbes Blvd, Suite 214
Lanham, MD 20706

EMERGENCY TEST SITE CLOSURE

In the event that severe weather or another emergency forces the closure of an examination site 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 schedule by calling (855) 898-0714. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

REPORTING TO A TESTING SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.

All examination sites will provide ear plugs upon request.

REQUIRED IDENTIFICATION FOR ENTRY TO THE TEST

Test Takers must register for the examination with their LEGAL first and last name exactly as it appears on their government issued identification. All required identification below must match and display the first and last name under which the test taker **is** registered and approved from the test application form.

Test Takers are required to bring one (1) form of valid (non-expired) signature bearing identification to the test site.

If the test taker fails to bring proper identification or the test taker names do not match, the test taker will not be allowed to test. the test takers examination fee will not be refunded, the test will be considered a missed test, and the test taker will be dismissed.

Test takers who are not able to provide the required identification must call 855-744-0312 at least 21 days prior to the scheduled test to reschedule.

*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.

*Government issued temporary paper IDs are acceptable form of ID when presented with the expired ID.

GENERAL SECURITY RULES AND PROCEDURES

The following security procedures will apply during the test:

- Test takers may take only approved items into the examination room.
- All personal belongings of test takers 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 test taker 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 test takers will be asked if they possess any prohibited items. Test takers 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 test takers 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 test takers' pockets.
- If prohibited items are found during check-in, test takers 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 test taker 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 test taker 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 test taker'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 test takers 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. Test taker will not receive extra time to complete the examination.

PSI NATIONAL PRACTICAL TEST- IMPORTANT GUIDELINES

Prior to registration, test takers should familiarize themselves with the following instructions to be properly prepared to sit for a test. Practical test questions or concerns, test takers and instructors please call PSI Customer Service at (855) 898-0714 for solutions.

General rules for testing:

- During the practical test, test takers must follow all appropriate rules for client protection that will ensure the health, safety, and welfare of the public.
- A proctor will be monitoring time during the test. Personal timers are not allowed in the testing room. Test takers will not receive a score for any activities not completed within the allotted topic area time limits. When the proctor gives an instruction to "Please stop working", test takers are to immediately stop what they are doing, stand quietly, and wait for the next instruction to be given.
- Test takers are required to prepare and bring a closable container ("supply kit"), with all products, supplies, and equipment necessary to perform the topic areas included in this test. The suggested container dimensions should not exceed 24" wide, 24" long and 24" high. This will allow the test taker to place the supply kit under the table when not in use. There are no *supply lists* or *suggested supplies* for the PSI National Tests. PSI recommends the test taker bring the equipment and supplies needed to perform a Topic Area as they would in their own professional environment.
- Test takers are *required* to bring to the test, two containers to dispose of used items. One marked "Single-use" and one marked "multi-use". All items used in the test are categorically disposed of in one of these containers.
- Products that are *not* grouped as "dangerous chemicals" by OSHA and are required to be listed on an actual business SDS sheet, may be fictious with a self-created or actual label attached. Some other substance may be used inside the container to simulate a product.
- Chemical products that are required be listed on SDS sheets in an actual business, are required to be used from the original container with an original manufacturers label attached or in a container with the manufacturers label attached.
- Labeling on products must be in large print, legible and clearly visible for the evaluator to observe.
- Absolutely NO aerosols are allowed into the testing area.
- Disinfectant containers must have the manufacturers label attached and legible. Disinfectants used must have **virucidal, bactericidal and fungicidal** properties listed on the manufacturers label.
- Monomer being used for the test must be factory sealed and manufacture labeled as a "low odor or odorless" product. Product not meeting the test requirement will not be allowed into the testing room.
- Test takers may not observe other test takers during the test. PSI views and responds to this behavior as form of cheating. The test taker will be warned up to and including dismissal from the test. Please focus on individual tasks and do not depend on viewing the performance of other test takers to be successful.
- Test takers' name and/or school names are to be covered on their person and supplies while in the test.
- The number one safety rule in our industry is: "Following Instructions". There is no necessary or required style or technique a school needs to teach, or a test taker needs to perform. All topic areas are observed in the manner a cosmetologist would normally complete a task. Tasks should be taken seriously and performed as instructed in the test and to the highest skill level they are capable. Scores are based on the test taker displaying a solid knowledge of workplace Infection Control and Safety Precautions.

WORKPLACE INFECTION CONTROL PRECAUTIONS

Test takers need to be familiar and follow all workplace infection control precautions. Here are some examples of the expectations of the test as well as an everyday business to familiarize a test taker with some of the industries infection control standards.

- Cleaning hands before starting a service. Knowing when hands become contaminated and keeping them clean as to not infect a client or themselves.
- Keeping the supply kit from becoming contaminated, such as: returning items to the kit, leaving a kit open or otherwise contaminating a kit. The supply kit represents a clean and disinfected storage in a cosmetologist's workstation and should be treated as such.
- Knowledge of single-use and multi-use items and where to dispose of them properly.
- Disinfecting workstation surfaces and keeping them from becoming contaminated. If a worksurface becomes unhealthy a test taker has the knowledge to know when they would require the station to be cleaned and disinfected.
- Knowing how to use and dispense products without contamination. For example, double dipping, or any other cross contamination with the skin or worksurfaces.
- When items are set on a contaminated work surface, they may not be inserted into product containers or touch dispensing tips of bottles and jars.
- Keeping clients from becoming contaminated by the cosmetologist.
- Keeping containers being used free from contamination.
- Making sure our tools are clean and disinfected.
- If a body fluid becomes present during a service (i.e., blood, vomit, feces), how we deal with the situation without contaminating ourselves and others.

WORKPLACE SAFETY PRECAUTIONS

Test takers also need to be familiar and follow all workplace safety precautions. Here are some examples of the expectations of the test as well as an everyday business to familiarize a test taker with some of the industry safety standards.

- A Cosmetologist must know and have a working understanding of workplace safety regulations issued by federal and state regulatory entities.
- Cross-contamination of chemicals and products on the workstation.
- Chemical mixing procedures, storage of chemicals and SDS sheets.
- Keeping the workstation safe from injury, cleaning up spills and picking up dropped items. Reducing a slip and fall or tripping incidents.
- Making certain tools and equipment are in safe working order, no frayed or exposed wires, rusty metals, etc.
- Tools and equipment are used in a safe manner.

KITS/SUPPLIES AND EQUIPMENT

Test takers are required to prepare and bring an unmarked closable container ("supply kit"), with all products, supplies, and equipment necessary to perform the topic areas included in this test. The suggested container dimensions should not exceed 24" wide, 24" long and 24" high. This will allow the test taker to place the supply kit under the table when not in use.

> Monomer being used for the test must be a "low odor or odorless" product. Product that does not meet the test requirement will not be allowed into the testing room.

There are no *supply lists* or *suggested supplies* for the PSI Practical National Tests. PSI recommends the test taker bring the equipment and supplies needed to perform a Topic Area as they would in their own professional environment. There are no right or wrong supplies or is there a right or wrong technique to demonstrate a Topic Area. Professionals learn and do tasks as they learn in school, apprenticeship programs, or manufacturer training. Please demonstrate Topic Areas with the equipment and supplies and as you do now and will continue once you are licensed, demonstrating their *utmost attention* to public health and safety. (See the and follow the Infection Control Precautions and Safety Precautions listed in this guide for examples.)

IMPORTANT NOTICE

A PSI Evaluator may not score a test taker who is a, current employee, employer, or co-worker, or is related to the evaluator by family, personal or financial interest or other relationship. If a test taker knows the evaluator that is assigned to them falls into one or more of these categories, they must notify the site proctor/supervisor immediately. In the case an evaluator has observed and scored a test taker in violation of this policy, the test results may be voided.

Evaluators are responsible for observing and scoring a test takers performance and are not allowed to converse with test takers except to provide a general salutation. Test takers who ask questions will be told one of two statements "Do the best with what you have" or "Demonstrate as you learned". Evaluators do not instruct nor discuss test results in anyway. Direct all score questions and/or concerns to PSI Customer Service at (855) 898-0714.

PSI NATIONAL COSMETOLOGY PRACTICAL TEST TOPIC ORDER

TOPIC AREA: 1	WORKSTATION PREPARATION	10 MINUTES
TOPIC AREA: 2	BASIC MANICURE	20 MINUTES
TOPIC AREA: 3	NAIL ENHANCEMENT USING A FORM	30 MINUTES
TOPIC AREA: 4	BASIC FACIAL	20 MINUTES
TOPIC AREA: 5	EYEBROW WAXING AND TWEEZING	20 MINUTES
TOPIC AREA: 6	HAIRCUTTING	20 MINUTES
TOPIC AREA: 7	CHEMICAL WAVE	45 MINUTES
TOPIC AREA: 8	SODIUM HYDROXIDE RELAXER (STRAIGHTENER) APPLICATION	20 MINUTES
TOPIC AREA: 9	COLOR LIFT	20 MINUTES
TOPIC AREA:10	PERMANENT HAIR COLOR DEPOSIT	20 MINUTES
TOPIC AREA:11	WORKSTATION PREPARATION FOR NEXT CLIENT	10 MINUTES

PSI NATIONAL COSMETOLOGY PRACTICAL TEST RATING CRITERIA

Test takers must score at least 75% to pass the PSI National Cosmetology Practical test.

- The practical test is approximately 235 minutes in length.

The following information will be used by evaluators to grade test taker performance during the practical test. Please read and follow the instructions as listed.

PSI NATIONAL COSMETOLOGY PRACTICAL TEST

INSTRUCTIONS:
We would like to welcome you to the PSI National Practical Test. Electronics of any kind are strictly prohibited in the testing facility. Please raise your hand if you have any of these restricted devices in your possession so we may address your situation. If any test taker is found possessing any prohibited items in the testing facility, PSI will stop your test, and you will be required to leave the testing facility immediately and a report on your actions will be submitted to your governing authorities.

Test takers are responsible for providing all necessary equipment and supplies needed for the performance of their practical test. Test takers are not permitted to assist other test takers in any way. Test takers are evaluated at all times throughout the test for public health and safety.

If you have an emergency or need to use the restroom during the test, please raise your hand for assistance in leaving the testing area. You will be required to sign out and sign back in when returning. Keep in mind the time will continue to elapse and any instructions you miss will not be repeated. Only one test taker may leave the area at a time, please return as quickly as possible.

The prompter will read instructions for each topic area, and the evaluator will facilitate the timing for each topic area and supervise the test. You are not allowed to speak or ask questions pertaining to the test content. A Certified Practical Evaluator is responsible for observing and scoring test takers' performance and is not allowed to converse with test takers except to provide instruction when required in specific demonstrations within the topic areas. You are each provided with a Red Book to read along with the instructions in your language. Please do not touch or turn the pages in the Red Book, however, feel free to re-read the instructions for the topic as needed to understand the tasks. Evaluators are only permitted to answer general questions that are not directed to the test content.

Are there any questions about the instruction you have been given?

TOPIC AREA: 1 WORKSTATION PREPARATION ♦ 10 MINUTES

INSTRUCTIONS:
We will begin with the evaluation of a Daily Workstation Preparation. 10 minutes will be provided to prepare your daily workstation. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please stand quietly. You may start; timing begins now.

EVALUATION:
1.1 Prepares daily workstation
1.2 Adheres to workplace infection control precautions
1.3 Adheres to workplace safety precautions

INSTRUCTION:
- There are 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 2 BASIC MANICURE ♦ 20 MINUTES

INSTRUCTIONS:
This evaluation is **Basic Manicure.** 5 minutes will be provided to set up your workstation and prepare your client for a basic manicure. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your preparation, timing begins now.

EVALUATION:
2.1 Prepares workstation for a basic manicure
2.2 Adheres to workplace infection control precautions
2.3 Adheres to workplace safety precautions
2.4 Prepares client for a basic manicure
2.5 Adheres to workplace infection control precautions
2.6 Adheres to workplace safety precautions

INSTRUCTION:
- There are 2 minutes left to finish.
- Please stop working, the timing has ended.

INSTRUCTIONS:
10 minutes will be provided to complete a basic manicure. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please stand quietly. Start your Basic Manicure, timing begins now.

EVALUATION:

2.7 Performs a basic manicure
2.8 Adheres to workplace infection control precautions
2.9 Adheres to workplace safety precautions

INSTRUCTION:

- You have 5 minutes left to finish.
- Please stop working, the timing has ended.

INSTRUCTIONS:

We will now complete the basic manicure topic area. 5 minutes will be provided to clean-off your basic manicure workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:

2.10 Cleans up basic manicure workstation
2.11 Adheres to workplace infection control precautions
2.12 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop working, timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 3 NAIL ENHANCEMENT USING A FORM ♦ 30 MINUTES

INSTRUCTIONS:

This evaluation is **Nail Enhancement Using a Form**. 5 minutes will be provided to set up your workstation and prepare your client for a nail enhancement using a form. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. **You may start; timing begins now.**

EVALUATION:

3.1 Prepares workstation for nail enhancement using a form
3.2 Adheres to workplace infection control precautions
3.3 Adheres to workplace safety precautions
3.4 Prepares client for nail enhancement using a form
3.5 Adheres to workplace infection control precautions
3.6 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop working, timing has ended.

INSTRUCTION:

20 minutes will be provided to complete a nail enhancement using a form. The proctor will announce when there are 10 minutes left to finish. When you complete your tasks, please stand quietly. Start your Nail Enhancement using a form, timing begins now.

EVALUATION:

3.7 Applies a nail enhancement using a form
3.8 Adheres to workplace infection control precautions
3.9 Adheres to workplace safety precautions

INSTRUCTION:

- You have 10 minutes left to finish.
- Please stop working, timing has ended.

INSTRUCTIONS:

We will now continue the nail enhancement using a form. 5 minutes will be provided to clean up your nail enhancement using a form workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your clean up, timing begins now.

EVALUATION:

3.10 Cleans up nail enhancement using a form workstation
3.11 Adheres to workplace infection control precautions
3.12 Adheres to workplace safety precautions

INSTRUCTIONS:

- You have 2 minutes left to finish.

- Please stop working, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 4 BASIC FACIAL ♦ 20 MINUTES

INSTRUCTIONS:
This evaluation is **Basic Facial.** 5 minutes will be provided to set up your workstation and prepare your client for a basic facial. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your preparation, timing begins now.

EVALUATION:
4.1 Prepares basic facial workstation
4.2 Adheres to workplace infection control precautions
4.3 Adheres to workplace safety precautions
4.4 Prepares client for a basic facial
4.5 Adheres to workplace infection control precautions
4.6 Adheres to workplace safety precautions

INSTRUCTION:
- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.

INSTRUCTIONS:
10 minutes will be provided to complete a basic facial. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please stand quietly. Start your basic facial, timing begins now.

EVALUATION:
4.7 Demonstrates a basic facial using a towel steam process
4.8 Adheres to workplace infection control precautions
4.9 Adheres to workplace safety precautions

INSTRUCTION:
- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.

INSTRUCTIONS:
We will now continue the basic facial. 5 minutes will be provided to clean-up your basic facial workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your clean-up, timing begins now.

EVALUATION:
4.10 Cleans up basic facial workstation
4.11 Adheres to workplace infection control precautions
4.12 Adheres to workplace safety precautions

INSTRUCTION:
- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 5 EYEBROW WAXING AND TWEEZING ♦ 20 MINUTES

INSTRUCTIONS:
This evaluation is **Eyebrow Waxing and Tweezing.** 5 minutes will be provided to set up your workstation and prepare your client for an eyebrow wax and tweezing. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your preparation, timing begins now.

EVALUATION:
5.1 Prepares workstation for eyebrow wax and tweezing
5.2 Adheres to workplace infection control precautions
5.3 Adheres to workplace safety precautions
5.4 Prepares client for eyebrow wax and tweeze
5.5 Adheres to workplace infection control precautions
5.6 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- Stand quietly and wait for the Evaluator.

Please stand quietly and wait for the evaluator. Note: Evaluator will observe and score each test taker one-on-one.

EVALUATOR INSTRUCTION:
Please complete a waxing procedure on one eyebrow, begin now.

EVALUATION:

5.7 Demonstrates an eyebrow wax procedure using simulated soft wax
5.8 Adheres to workplace infection control precautions
5.9 Adheres to workplace safety precautions

EVALUATOR INSTRUCTION:
Complete a tweezing procedure on three (3) hairs.

EVALUATION:

5.10 Demonstrates a tweezing procedure on three (3) hairs
5.11 Adheres to workplace infection control precautions
5.12 Adheres to workplace safety precautions

EVALUATOR INSTRUCTION:
Please stop and stand back quietly.
You have completed your demonstration. Please stand quietly.

INSTRUCTIONS:
We will now continue the eyebrow waxing and tweezing. 5 minutes will be provided to clean off your eyebrow waxing and tweezing workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your clean-up, timing begins now.

EVALUATION:

5.13 Cleans up eyebrow waxing and tweezing workstation
5.14 Adheres to workplace infection control precautions
5.15 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 6 HAIRCUTTING ♦ 20 MINUTES

INSTRUCTIONS:
This evaluation is **Haircutting**. 5 minutes will be provided to set up your haircutting station and prepare your client for a haircut. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. Start your preparation, timing begins now.

EVALUATION:

6.1 Prepares workstation for haircutting
6.2 Adheres to workplace infection control precautions
6.3 Adheres to workplace safety precautions
6.4 Prepares client for haircutting
6.5 Adheres to workplace infection control precautions
6.6 Adheres to workplace safety precautions

INSTRUCTION:

- There are 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.

INSTRUCTIONS:
This haircutting evaluation requires the use of haircutting shears and a razor. Cut at least one-inch of hair from the head. 5 minutes will be provided to cut hair with haircutting shears. You must cut hair with shears for the full 5 minutes. The proctor will direct you when to stop. Start haircutting with shears, timing begins now.

EVALUATION:

6.7 Uses haircutting shears to cut hair
6.8 Adheres to workplace infection control precautions
6.9 Adheres to workplace safety precautions

INSTRUCTION:

- Please stop working, the timing has ended.

INSTRUCTION:

This haircutting evaluation requires the use of a haircutting razor. Cut at least one-inch of hair from the head. 5 minutes will be provided to cut hair with a razor. You must cut hair with a razor for the full 5 minutes. The proctor will direct you when to stop. Start haircutting with a razor, timing begins now.

EVALUATION:

6.10 Uses a razor to cut hair
6.11 Cuts minimum of 1 inch hair throughout haircut
6.12 Adheres to workplace infection control precautions
6.13 Adheres to workplace safety precautions

INSTRUCTION:

- Please stop working, the timing has ended.

INSTRUCTIONS:

We will now complete the haircutting topic area. 5 minutes will be provided to clean off your haircutting workstation and sweep the floor. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:

6.14 Cleans up haircutting workstation
6.15 Adheres to workplace infection control precautions
6.16 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 7 CHEMICAL WAVE ♦ 45 MINUTES

INSTRUCTIONS:

This evaluation is **Chemical Wave**. 10 minutes will be provided to set up your workstation for a chemical wave and prepare your client for a chemical service. Divide the head into four quadrants or sections. The proctor will announce when there are 5 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:

7.1 Prepares chemical wave workstation
7.2 Adheres to workplace infection control precautions
7.3 Adheres to workplace safety precautions
7.4 Prepares client for chemical wave
7.5 Adheres to workplace infection control precautions
7.6 Adheres to workplace safety precautions

INSTRUCTION:

- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.

INSTRUCTIONS:

10 minutes will be provided to wrap 3 permanent wave rods in one of the quadrants or sections you created on the head. The proctor will announce when there are 5 minutes left to finish. When you completed wrapping your rods, please stand quietly. The evaluator will direct you individually, to demonstrate saturation and a test curl. You may start; timing begins now.

EVALUATION:
7.7 Wraps three permanent wave rods
7.8 Adheres to workplace infection control precautions
7.9 Adheres to workplace safety precautions

INSTRUCTION:
- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.
- Stand quietly and wait for the evaluator.

Please stand quietly and wait for the evaluator. Note: Evaluator will observe and score each test taker one-on-one.

EVALUATOR INSTRUCTION:
Please saturate, begin now.

EVALUATION:
7.10 Demonstrates saturation on all wrapped rods
7.11 Adheres to workplace infection control precautions
7.12 Adheres to workplace safety precautions

EVALUATOR INSTRUCTION:
Please stop and stand back quietly.

EVALUATOR INSTRUCTION:
Please perform a test curl, begin now.

EVALUATION:
7.13 Demonstrates a test curl
7.14 Adheres to workplace infection control precautions
7.15 Adheres to workplace safety precautions

EVALUATOR INSTRUCTION:
Please stop and stand back quietly.
You have completed your demonstration. Please stand quietly.

INSTRUCTIONS:
We will now complete the chemical wave topic area. 5 minutes will be provided to remove and dispose of the rods and clean-off your chemical wave workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:
7.16 Cleans up chemical wave workstation
7.17 Adheres to workplace infection control precautions
7.18 Adheres to workplace safety precautions

INSTRUCTIONS:
- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 8 SODIUM HYDROXIDE RELAXER (STRAIGHTENER) APPLICATION ♦ 20 MINUTES

INSTRUCTIONS:
This evaluation is **Sodium Hydroxide Relaxer (Straightener) Application**. 5 minutes will be provided to set up your workstation and prepare your client for a chemical service. The proctor will announce when there are 2 minutes left to finish. When you complete your tasks, please stand quietly. You may start; timing begins now.

EVALUATION:
8.1 Prepares sodium hydroxide relaxer workstation
8.2 Adheres to workplace infection control precautions
8.3 Adheres to workplace safety precautions
8.4 Prepares client for a sodium hydroxide relaxer application
8.5 Adheres to workplace infection control precautions
8.6 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.

INSTRUCTION:

10 minutes will be provided to apply a sodium hydroxide relaxer application to three subsections in one of the quadrants or sections you created on the head. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please step back and stand quietly. You may start; timing begins now.

EVALUATION:

8.7 Applies sodium hydroxide relaxer to three individual subsections
8.8 Adheres to workplace infection control precautions
8.9 Adheres to workplace safety precautions

INSTRUCTION:

- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.

INSTRUCTION:

We will now complete the **Sodium Hydroxide Relaxer (Straightener) Application.** 5 minutes will be provided to clean off your sodium hydroxide relaxer application workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:

8.10 Cleans up sodium hydroxide relaxer workstation
8.11 Adheres to workplace infection control precautions
8.12 Adheres to workplace safety precautions

INSTRUCTIONS:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 9 COLOR LIFT ♦ 20 MINUTES

INSTRUCTIONS:

This evaluation is **Color Lifting**. 5 minutes will be provided to set up your workstation for a color lift and prepare your client for a chemical service. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:

9.1 Prepares color lift workstation
9.2 Adheres to workplace infection control precautions
9.3 Adheres to workplace safety precautions
9.4 Prepares client for a color lift
9.5 Adheres to workplace infection control precautions
9.6 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop, the timing has ended.

INSTRUCTIONS:

10 minutes will be provided to lift color from three subsections in one of the quadrants or sections you created on the head. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please step back and stand quietly. You may start; timing begins now.

EVALUATION:

9.7 Applies lightener to three individual subsections of virgin hair
9.8 Adheres to workplace infection control precautions
9.9 Adheres to workplace safety precautions

INSTRUCTION:
- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop, the timing has ended.

INSTRUCTIONS:
We will now complete the Color Lift topic area. 5 minutes will be provided to clean off your color lift workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:
9.10 Cleans up color lift workstation
9.11 Adheres to workplace infection control precautions
9.12 Adheres to workplace safety precautions

INSTRUCTION:
- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 10 PERMANENT HAIR COLOR DEPOSIT ♦ 20 MINUTES

INSTRUCTION:
This evaluation is Permanent Haircolor Depositing. 5 minutes will be provided to set up your workstation for a permanent haircolor deposit and prepare your client for a chemical service. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:
10.1 Prepares color workstation
10.2 Adheres to workplace infection control precautions
10.3 Adheres to workplace safety precautions
10.4 Prepares client for a haircolor deposit
10.5 Adheres to workplace infection control precautions
10.6 Adheres to workplace safety precautions

INSTRUCTION:
- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop, the timing has ended.

INSTRUCTIONS:
10 minutes will be provided to deposit haircolor from three subsections in one of the quadrants or sections you created on the head. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please step back and stand quietly. You may start; timing begins now.

EVALUATION:
10.7 Deposits permanent color to three individual subsections of hair
10.8 Adheres to workplace infection control precautions
10.9 Adheres to workplace safety precautions

INSTRUCTION:
- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop, timing has ended.

INSTRUCTION:
We will now complete the permanent haircolor depositing topic area. 5 minutes will be provided to clean off your permanent haircolor depositing workstation. The proctor will announce when there are 2 minutes left to finish. When you complete your task, please stand quietly. You may start; timing begins now.

EVALUATION:
10.10 Cleans up color workstation
10.11 Adheres to workplace infection control precautions

10.12 Adheres to workplace safety precautions

INSTRUCTION:

- You have 2 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- All scoring has been completed. We will now continue to the next Topic Area.

TOPIC AREA: 11 WORKSTATION PREPARATION FOR NEXT CLIENT ♦ 10 MINUTES

INSTRUCTIONS:
This evaluation is a daily workstation preparation for the next client. 10 minutes will be provided to prepare your daily workstation for the next client. The proctor will announce when there are 5 minutes left to finish. When you complete your tasks, please stand quietly. You may start; timing begins now.

EVALUATION:
11.1 Completes clean-up of workstation for next client
11.2 Adheres to workplace infection control precautions
11.3 Adheres to workplace safety precautions

INSTRUCTION:

- You have 5 minutes left to finish.
- Please stop and stand quietly.
- Please stop working, the timing has ended.
- All scoring has been completed. The test timing is complete.

FINAL INSTRUCTIONS:
This concludes your PSI National Practical Test. Please make certain your floor is clear of debris, and your workstation has been cleaned with disinfectant. Clear your work area of all the items you have brought into the room. Return all trash and supplies to your kit to carry out with you, when you are finished, raise your hand, and wait for the proctor to sign off your work area. Test takers begin your test clean-up.

EXITING INSTRUCTIONS:
PSI would like to thank you for coming today. You will receive your score report via email within 48 hours. Please direct any questions about your results to the email address or phone number listed on your score report. We cannot answer any questions about the test or your test results. Have a great day, you are excused.

COSMETOLOGY PRACTICAL SCORE REPORTING

A result report will be mailed to you by PSI within 7 business days following the test. In addition, test results are available to test takers on-line one (1) business day after the test date.
Go to https://test-takers.psiexams.com and log into the test takers account.

THEORY TESTING EQUIPMENT

The PSI National theory tests will be administered using a computer, a mouse and computer keyboard.

INDENTIFICATION SCREEN

Test takers will be accompanied to a testing station. Once test takers are seated at their testing station, they will be prompted to confirm their name, identification number, and the test for which they registered.

TUTORIAL

Before a test taker begins a test, an introductory tutorial is provided on the computer screen. The time used to watch the tutorial is not deducted from any test timing. The tutorial takes up to 15 minutes, sample questions are introduced during tutorial so a test taker may familiarize themselves on how questions are written and how to review the answers given.

TEST QUESTION SCREEN

*The "*function bar*" at the top of the test question, provides mouse-click access to any features available while taking the test*. During the test, one question will appear on the screen at a time. There is also a timer feature that at the top of the screen that displays the time a test taker has remaining to complete the test.
Note:
Even though a test taker has entered a response to a question, the system will allow the response to be changed anytime the test is active. One a test taker signs out of a test or timing expires; this feature will no longer be available.



EXPERIMENTAL QUESTIONS

In addition to the number of test questions specified in the "Test Content Outline". There are a small number of "experimental questions" may be administered to test takers during the tests. There are typically at least five (5) experimental questions on a test. The results of these questions not included in the final test takers score. Administration of such unscored experimental questions is an essential step in developing future PSI tests.

COSMETOLOGY THEORY TEST

The test content outline is prepared and is periodically updated by committees of professionals who are subject matter experts in Cosmetology, Cosmetology instruction, or regulatory issues. The test content outline identifies areas of importance to licensees for them to perform their duties on the public in a competent and in a safe and responsible manner. The content outline lists topics that are on the test and the number of questions for each topic. We advise test takers not schedule a test until they are familiar with the topics on the outline. Test takers may use this outline as a guide as well as the test references as a guide for a pre-test review.

COSMETOLOGY THEORY CONTENT OUTLINE

The following content outline lists the topics that are on the test and the number of questions for each topic. We recommend not scheduling a test until a test taker is familiar with all topics in the outline. The Cosmetology test consists of 100 scored questions and 10 non-scored experimental questions. Test takers will have 120 minutes (2.0 hours) to complete the test.

Topic Name	Weight
1. Safety and Infection Control	**30%**
A. Workplace Infection Control Procedures	
1. Infectious diseases, pathogens, and exposure prevention	
2. Methods and procedures for cleaning and disinfection	
a. Contaminated tools	
b. Machines and equipment	
c. Daily workstation	
3. Levels of decontamination (i.e., cleaning, disinfection, sterilization)	
4. Procedures for exposure incidents (e.g., Standard/Universal Precautions, OSHA, CDC)	
5. Products to be used for cleaning and disinfecting	
6. Labeling and storage of cleaned and disinfected tools and equipment	
7. Single- and multi-use items and materials	
B. Workplace Safety Precautions	
1. Procedures for maintaining safe working conditions	
2. Safe water temperature	
3. Safe use of equipment and maintenance procedures	
4. Labeling and storage of materials and chemicals	
5. Safety Data Sheets (SDS) and prohibited materials and substances	
6. Federal safety regulations (e.g., OSHA, EPA, FDA)	
7. Identifying adverse reactions to chemicals	
8. Protective chemical barriers and draping for clients	
9. Proper ventilation	
10. Electrical safety	

Topic Name	Weight
2. Client Consultation and Hair, Skin, and Nail Analysis	**19%**
A. Client Consultation	
1. Client intake and consent form procedures to determine possible contraindications	
2. Declining or altering service based on contraindications	
3. Recommendation client seek a medical opinion	
B. Hair, Skin, and Nail	
1. Hair, skin, and nail structure	
2. Hair, skin, and nail analysis	
3. Selection of appropriate services based on condition of hair, skin, and nails	
C. Adverse Reactions, Diseases, Contraindications	
1. Allergic reaction (patch) test procedures	
2. Hair and scalp diseases and disorders	
3. Skin diseases and disorders	
4. Nail diseases and disorders	
5. Signs of adverse reactions to products during and after service	
6. Contraindications to manicure and pedicure services	
7. Contraindications to nail enhancement services	
3. Hairstyling	**2%**
A. Hairstyling Procedures	
1. Procedures for textured hairstyling	
a. Hair extension application, maintenance, removal	
b. Locking	
c. Braiding	
2. Procedures for hair additions, replacements, and enhancements	
a. Hair piece application, maintenance, removal	
3. Blowdrying procedures	
4. Thermal curling procedures	

B. Hairstyling Tools	
Topic Name	**Weight**
1. Precautions for use of thermal styling tools (e.g., testing temperature, protecting scalp)	
4. Haircutting	**3%**
A. Haircutting Procedures	
1. Procedures for cutting different hair types (e.g., straight, curly, over-curly, and wavy)	
B. Tool and Implement Safety	
1. Safe use of haircutting tools and implements (e.g., shears, razors, clippers, and trimmers)	
5. Haircoloring	**10%**
A. Application	
1. Application of haircoloring chemicals for all hair types	
2. Purpose and procedure of strand testing	
3. Hair and scalp preparation	
4. Application of haircoloring chemicals to facial hair (e.g., eyebrows, eyelashes)	
B. Safe Use of Chemicals and Products	
1. Hair chemical mixing and safety	
2. Application procedures and safe use of color (e.g., overprocessed hair, metallic or compound dyes, minerals)	
3. Application procedures and safe use of lightening products	
4. Color theory, formulating, and products	
6. Chemical Texture Services	**12%**
A. Virgin Hair	
1. Safe application and removal for virgin hair (e.g., chemical relaxer, chemical texturing products, permanent waving products)	
B. Chemically Treated Hair	
1. Safe application and removal for chemically treated hair (e.g., chemical relaxer, chemical texturing products, permanent waving products)	
C. Chemical Safety, Products, and Results	

1. Assessing chemical process results	
2. Safe use of chemical texturing products	
Topic Name	**Weight**
3. Precautions for chemical hair texturing	
7. Skin Care	**4%**
A. Massage	
1. Safe facial massage movements	
2. Safe manicure and pedicure massage movements	
B. Preparation, Products, and Services	
1. Preparing client for skin care services	
2. Use of different skin care products	
3. Scalp care treatments	
C. Skin Care Safety	
1. Safe procedures for performing facial services	
2. Safe procedures for chemical and mechanical exfoliation	
3. Safe use of skin care tools, machines, and devices	
4. Safe application and removal of hot towels	
5. Safe product use and application for all skin conditions	
6. Safe removal of calluses	
8. Eyelash and Eyebrow	**4%**
A. Eyelash and Eyebrow Safety	
1. Safe application and removal of eyelash enhancements	
2. Safe application procedures for chemical eyelash services	
B. Products and Procedures	
1. Safe use of eyebrow and eyelash tinting products	
2. Safety procedures for artificial eyelash adhesive and remover products	
9. Hair Removal	**8%**
A. Hair Removal Safety	

1. Safe hair removal using depilatories, waxing, and sugaring	
2. Safe hair removal using tweezing and threading	
3. Tools, supplies, and products for hair removal	
Topic Name	**Weight**
B. Infection Control (e.g., cross-contamination, wearing gloves)	
C. Contraindications to Hair Removal Services	
10. Nail Care	**8%**
A. Nail Safety	
1. Safe use of nail products, tools, and equipment	
2. Safe filing and buffing of nails	
3. Safe cuticle removal	
4. Safe manicure and pedicure procedures	
B. Nail Workstation and Environment	
1. Nail station ventilation (e.g., particulate matter control)	
2. Nail infection control procedures (e.g., closing multi-use containers while clipping and filing, clean files and buffers)	
C. Nail Enhancements	
1. Natural nail products, procedures, and repair	
2. Artificial nail enhancement products, application, maintenance, and repair	
3. Artificial nail removal	

COSMETOLOGY TEST REFERENCE MATERIALS

This test is CLOSED BOOK.

The reference materials listed below were used to develop the questions for this test.

Pivot Point Fundamentals: Cosmetology, (101C-113C); ©2023 Pivot Point International, Inc.
2nd Edition, 1st Printing, December 2023
ISBN 978-1-957642-57-4 (Coursebook set)
Pivot Point International, Inc.
https://www.pivot-point.com/shop/
Contact: info@pivot-point.com
847-866-0500

Milady's Standard Cosmetology. 14th Edition, 2023. ISBN: 978-0-357378-90-8
Milady www.miladypro.com **Customer Service:** info@milady.com 800.998.7498 ext. 2700

PSI SCORE REPORTING INFORMATION

Test takers must score at least 75% to pass the PSI National Cosmetology *Theory* test.

- 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.
- Numeric test results are not available. 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.

To better prepare for the PSI National Cosmetology Theory test, test takers can now review by taking an online practice test. Practice tests are intended to aid test takers with example test questions. The purpose is to familiarize a test taker with the general types of questions that will appear on a Cosmetology test. Though questions are based on cosmetology, these questions are NOT a substitute for education and study. Scoring well on the practice test also will not guarantee a positive outcome on the actual licensing test. This is the ONLY official PSI practice test; PSI does not recognize nor endorse any other study guides that may be offering information on the PSI National Cosmetology Program. The PSI practice tests are offered to review an unlimited number of times; however, a fee is assessed for *each time the test is utilized for review*.
Go to https://www.psionlinestore.com for more information and to register!

EXAMINATION REVIEW

PSI, in cooperation with the Board, will be continually evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered by clicking the Comments link on the function bar of the test question screen. 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 test takers' results and adjust them accordingly. This is the only review of the Theory examination available to test takers. There is NO review process for the Practical examination.

OBTAINING A DUPLICATE SCORE REPORT

To request a duplicate score report test takers may call PSI Customer Service at (855) 898-0714.

COSMETOLOGY TEST ACCOMMODATION REQUEST FORM

All testing 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 test request for alternative arrangements by CLICKING HERE.

Requirements for testing 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.

MAKE SURE YOU ARE ELIGIBLE AND REGISTERED FOR THE TEST BEFORE REQUESTING TEST ACCOMMODATIONS