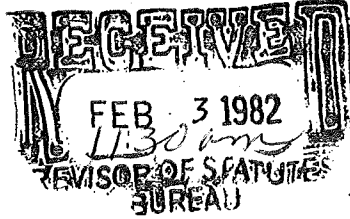


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CERTIFICATE

STATE OF WISCONSIN)
) SS
COSMETOLOGY EXAMINING BOARD)

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Wilma Morris, director, of the Bureau of Business Professions, and custodian of the official records of the Cosmetology Examining Board do hereby certify that the annexed rules relating to applicants for licensure from other jurisdictions; cosmetology school policy on disbursement of financial aids; and, written disclosure requirements, were duly approved and adopted by this board on February 1, 1982.

I further certify that said copy has been compared by me with the original on file in this board and that the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the board at 1400 East Washington Avenue, Madison, Wisconsin, this 2nd day of February, A.D., 1982.

Wilma Morris, Director
Bureau of Business Professions

4-1-82

STATE OF WISCONSIN
BEFORE THE
COSMETOLOGY EXAMINING BOARD

| | | |
|-----------------------------|---|----------------------------|
| IN THE MATTER OF RULEMAKING | : | ORDER OF THE COSMETOLOGY |
| PROCEEDINGS BEFORE THE | : | EXAMINING BOARD REPEALING, |
| COSMETOLOGY EXAMINING BOARD | : | AMENDING OR ADOPTING RULES |

ORDER

NOW, THEREFORE, IT IS ORDERED That pursuant to authority vested in the Cosmetology Examining Board in s. 15.08(5), 227.014 and 458.03, Stats., the Cosmetology Examining Board hereby repeals and recreates, amends and adopts rules, interpreting ss. 458.02, 458.03, and 458.08, Stats., as follows:

Section 1. Section C 1.03(1) of the Wisconsin administrative code is amended to read:

(1) The owner of any licensed premises shall be responsible for compliance with ~~chapter 159, Wis. ch. (458)~~, Stats., and ~~chapter 6-1 chs. C 1 to 4, 6 and 7, Wis. Adm. Code.~~

Section 2. Section C 1.03(2)(b) of the Wisconsin administrative code is amended to read:

(b) Keep and provide employment records to enable operators to meet the requirements of s. ~~159.08 (458.08)~~(2)(b), Stats., for licensure as a manager or as a temporary replacement for the manager of record.

Section 3. Section C 1.04(1) of the Wisconsin administrative code is amended to read:

(1) In accordance with s. ~~159.13 (458.13)~~(2)(b), Stats., all licensees shall notify the board, within 5 days, of any change in name or residence address.

Section 4. Section C 1.06 of the Wisconsin administrative code is amended to read:

1.06(intro) Inspections by field representatives or agents of the board will be periodically conducted to assure compliance with ch. ~~159(458)~~, Stats., and ~~chapter 6-1 chs. C 1 to 4, 6 and 7, Wis. Adm. Code.~~

Section 5. Section C 1.07(1) of the Wisconsin administrative code is amended to read:

(1) Violations ~~relative to~~ of ss. ~~159.09 (458.09)~~ and ~~159.13 (458.13)~~, Stats., and ~~rules~~ ss. C 1.03(3) and C 1.08, Wis. Adm. Code shall be corrected immediately.

Section 6. Section C 1.08(1)(a) and (b) of the Wisconsin administrative code is amended to read:

(a) Cosmetologists licensed under ch. 159 (458), Stats., can perform any cosmetology services for patients regardless of whether it is done in a special area or at the bedside in an institution. If a cosmetologist, licensed under ~~chapter 159~~ ch. 458, Stats., provides cosmetology services in a person's home, that person must be incapable of leaving his or her home.

(b) Personal care type cosmetology services as provided in s. ~~159-13~~ (458.13), Stats., includes shampooing, setting, combing and brushing the hair of patients, but does not include giving permanents, bleaches, coloring or cutting the hair of patients.

Section 7. Section C 1.08(2) of the Wisconsin administrative code is amended to read:

(2) Demonstrations, shows, seminars and workshops held off licensed premises for the purpose of demonstrating advanced cosmetology techniques to licensed cosmetologists may be held only after prior notification is submitted to the board. All teaching to cosmetologists must be done by certified, licensed cosmetologists or a member of a bona fide profession, from this state, another state, foreign country or province. Cosmetology techniques shall not be taught to persons who do not hold a license or permit to practice cosmetology. However, demonstrations may be held to educate the public concerning sanitation and personal hygiene. Full compliance with all sanitary practices as listed in s. C 1.02 ~~(7)~~, ~~(15)~~ (11), (12), (14), (16), (17) and (18), Wis. Adm. Code, shall be adhered to.

Section 8. Section C 1.09(1) of the Wisconsin administrative code is repealed and recreated to read:

1.09 LICENSURE REQUIREMENTS FOR APPLICANTS FROM OTHER JURISDICTIONS.

(1) Applicants from other jurisdictions who provide proof of having met requirements substantially comparable to requirements specified in s. 458.08(2) or (4), Stats., may be granted a license under s. 458.08(6)(a) or (b), Stats. Upon evaluation, the board may accept any combination of basic cosmetology theory training verified by cosmetology school or apprenticeship programs and work experience verified by employers of applicants that it considers appropriate and adequate. Apprentice training and experience shall be accepted in the same proportion as required hours of apprentice training has to required hours of cosmetology school training, that is in the proportion of 3 to 8, pursuant to ss. 458.02(3) and 458.12(2), Stats.

Section 9. Section C 1.09(2) of the Wisconsin administrative code is amended to read:

(2) The minimum practice requirements of sub. (1) may not be considered as satisfying the requirements of s. ~~159-08~~ (458.08) (6)(a) and (b), Stats., for licensure without examination.

Section 10. Section C 2.01(3) of the Wisconsin administrative code is amended to read:

(3) Any change of ownership or location of a school of cosmetology shall require full compliance with ~~section 159-02(7)~~, Wis. s. 458.02(7), Stats., and shall require a new certificate of registration and payment of the proper fee. Any space added subsequent to licensing shall be adjacent to the licensed facility and shall comply with these rules. If a complete course is to be offered or advertised at the separate location it will be necessary to obtain a separate license.

Section 11. Section C 2.03(4) of the Wisconsin administrative code is amended to read:

(4) Every person enrolling a student in a cosmetology school program shall deliver a copy of the enrollment agreement, a statement of school policy policies, that includes but is not limited to, the school's policy on disbursement of financial aids, a comprehensive description of the course of instruction, attendance requirements, standards of conduct and progress and refund policy to each student and co-signer prior to the time the agreement is signed.

Section 12. Section C 2.03(5) of the Wisconsin administrative code is created to read:

(5) When financial aids are offered to a student, the cosmetology school shall provide, prior to the time the enrollment contract is signed by the student, a written disclosure stating:

(a) The fee payment schedule;

(b) The anticipated date of the receipt of financial aid checks;

(c) An itemization of the amount of aid to be provided; and

(d) A clear statement of the amount of each financial aid payment to be given to the student for living expenses and the amount to be applied toward the student's tuition.

Section 13. Section C ^{2.03}~~2.04~~(6) of the Wisconsin administrative code is created to read:

(6) After review by the student of the written disclosure required in sub. (5), the disclosure shall be signed by the student and a representative of the school. A copy of the disclosure shall be given to the student.

Section 14. Section C 2.04(1) of the Wisconsin administrative code is amended to read:

(1) In all schools other than those operating on a semester system, the students may be enrolled and begin attendance at school on the third Monday of each month. In schools operating on a semester system, the beginning attendance date shall be established on a date consistent with the opening of other classes in the schools and consistent with meeting the course requirements. All application blanks for student permits ~~must~~ shall be completed and on file with the board prior to the beginning attendance date. A student permit will not be issued until the board has received proof of qualifications as provided in ~~chapter 159.02(3)(b), (c), (d) and (e), Wis. s. 458.02(8), Stats.~~

Section 15. Section C 2.12(1) of the Wisconsin administrative code is amended to read:

(1) Schools of cosmetology ~~must~~ shall require as a prerequisite to graduation a course of instruction of not less than the number of hours required in s. ~~159.02~~ 458.02(3), Stats.

Section 16. Section C 2.14(1) of the Wisconsin administrative code is amended to read:

(1) At least ~~20~~ 14 of the ~~50~~ 34 hours of continuing education required by s. ~~159-08~~ 458.08(9), Stats., ~~must~~ shall be related academic classes.

Section 17. Section C 2.14(2) of the Wisconsin administrative code is amended to read:

(2) Training sponsored by a state educational agency, the board or those institutions under s. ~~159-01~~ 458.01(9), Stats., or any other furnishing ~~such~~ training ~~will~~ shall require curriculum approval by the board. Instructors of ~~such~~ approved courses shall be licensed cosmetology instructors or other persons approved by the board. Creditable hours may be disallowed if the credit is not requested within a reasonable period after attendance.

Section 18. Section C 7.01(1) of the Wisconsin administrative code is amended to read:

(1) Failure to comply with provisions in ch. 159 458, Stats., or ~~chapter~~ chs. C 1 to 4, 6 and 7, Wis. Adm. Code.

The rules contained in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register pursuant to s. 227.026, Stats.

Dated this _____ day of February, 1982.

By Luvenia V. Childs
Luvenia V. Childs, Chair
Cosmetology Examining Board