

HAIRDRESSING EXAMINATION INSTRUCTIONS (1500 hours)

A. GENERAL INSTRUCTIONS & REGULATIONS (Read Carefully)

1. Each candidate should bring for the registration of his/her exam a confirmation letter, *current photo identification* (driver's license or passport) and **a CLEAR photocopy of this photo ID.**
2. Upon commencement of the examination candidates must not communicate in any way with one another. Failure to comply with this rule may result in disqualification.
3. Smoking is prohibited on the premises where the examination is conducted including the washrooms.
4. Escorts and friends of candidates are not permitted at the premises where the examination is taking place.
5. In the event of an illness or injury, candidates must submit a medical certificate to the Association attesting to the nature and duration of the medical conditions or forfeit all exam fees which have been paid.
6. Examiners present at the exam are not permitted to respond to any inquiries by candidates regarding the results of the exam. The exam results will be mailed to candidates as soon as they have been recorded (no telephone calls please).
7. No refunds or extensions of temporary permits will be provided for those failing to appear for examination. Subject to medical certificate as in #5.
8. If candidates require breaks for medical reasons, please notify the examiners present before the commencement of the exam.
9. Absolutely **NO gum chewing** throughout the entire exam.

I. THEORY EXAMINATION (Up to 2 Hours)

The theory exam conducted by the Board of Examiners in Cosmetology is designed to evaluate and ensure candidates have the broad spectrum of knowledge required to serve the public. The theory examination is in a multiple-choice format and divided in (2) two sections - *General Theory* and *Bleaching & Colouring Theory*. Candidates must correctly answer at least 70% of the questions *in each section* to successfully pass the theory examination. If a candidate fails one or both sections of the examination, he/she must apply to retake the exam.

1. Each candidate must bring one pencil with HB lead and an eraser. All other materials for the theory examination will be provided.
2. Candidates must comply with all instructions given immediately prior to the theory examination.
3. Candidates may use a dictionary but neither personal interpreters nor electronic aids are permitted.
4. Candidates must leave the exam room immediately upon completing the theory examination. Waiting for candidates while they are doing their examination must be done off the premises.

II. PRACTICAL EXAMINATION

Any interpretation of these rules and regulations is solely the decision of the Examiner. The Examiner may, at their discretion, require additional demonstration by the candidate in order to prove competence. Candidates must be prepared to answer oral questions in this section.

B. GENERAL INSTRUCTIONS & REGULATIONS (Read Carefully)

1. Candidates must register **with their female model** and a fully completed model waiver form prior to commencement of the practical examination.
2. Upon commencement of the examination candidates must not communicate with their models or other candidates. Failure to comply with this rule may result in disqualification.
3. Proper sanitary practices must be observed throughout the period of examination. Candidates are required to appear with their own professional equipment and supplies. **Borrowing is strictly prohibited.**
4. Candidates should present themselves in uniforms, which display no marks or identification. *Female candidates* will wear a "dress style" uniform (white preferred), or appropriate top with any colour skirt or slacks with hosiery and closed shoes. *Male candidates* will present themselves in a dress shirt or uniform top (white preferred) with any colour slacks. Failure to conform with this dress code *may* result in disqualification. Lab coats as outerwear are acceptable.
Good grooming with proper attention to personal hygiene particularly regarding the hair, face and hands is mandatory. Shoulder length or longer hair must be fixed off the face, and jewellery which might interferes with any aspect of the examination must be removed.

5. Candidates must furnish **one female model only** with suitable hair for the examination. The model must:
- be free from infections, inflammations or other medical conditions of the scalp,
 - be either 19 years of age or older; if between the ages of 16 and 18, the model must have the written consent of a parent or guardian. Models younger than 16 years old are not accepted.
 - appear at the examination with freshly shampooed hair (failure to do so will result in the possible disqualification of the candidate). Hair may neither be shampooed nor reset on the premises following the examination.

C. AREAS OF EVALUATION

The practical examination evaluates the following seven target areas and will proceed in the following sequence from "general trade practices" to "6 rollers on base":

- a) General Trade Practices
- b) Modern Trend Hair Cut (*model*)
- c) Hair Colouring (*model*)
- d) Blowdrying & Curling iron (*model*)
- e) Permanent Waving (with a minimum of 12 rods - *mannequin permitted*)
- f) Skip Wave or Finger Wave (*mannequin permitted*)
- g) 6 rollers on base (demonstration only - *mannequin permitted*)

General procedures for each target area are:

(a) General Trade Practices (Time: 15 minutes)

The examination will begin with an evaluation of general trade practices. This involves an assessment of equipment and supplies, the candidate's dress code, and the condition of the model's scalp and hair. Sanitary and hygienic practices are a part of the evaluation but these are also assessed throughout the examination. Failure in this section may result in disqualification.

(b) Modern Trend Hair Cut (Time: 30 minutes)

The second phase of the examination will be a modern trend hair cut suitable for your model's hair. On completion of the haircut the model's hair must not be longer than 12 inches. This haircut will be based on suitability, balance, form and graduated or textured layers. Examiners will also assess candidates' handling of the implements.

(c) Hair Colouring (Time: 30 minutes)

In this assessment of basic hair colouring skills, candidates should *note that colour will not be applied*. This phase of the examination will be restricted to a setting gel or a cream conditioner demonstration only. Grading will be based on 5 techniques, foils, virgin tint, bleach and toner, semi-permanent, and retouch, the candidate will be required to do 3 of the 5 techniques asked by the examiner (brush or bottle application and or foil techniques). Oral question will be asked.

(f) Blow-drying and Curling Iron (Time: 30 minutes)

Must do the whole head. Styling aids may be used during blow-drying. A candidate with the use of blow-dryer and brushes must demonstrate a finished hairstyle with lift curls or waves from the scalp (not flat), direction of movement (not straight hair). **NO** backcombing will be allowed. Curling iron must demonstrate a lifting of curls from base to ends (not just ends, not big section) finish done with brushes or comb. **NO** backcombing will be allowed.

(g) Permanent Waving (Time: Winding 20 minutes - mannequin permitted)

Must complete processing and neutralizing steps of a perm using a minimum of 12 rods. Candidates will conduct a normal processed cold wave (not a self-timing or heat wave permanent). They will be examined on sectioning and rod placement, tension and winding, processing, neutralizing and uniformity as well as the strength of curls.

[in the following areas the Examiner will choose for you]

(h) Skip Wave with Pincurls (Time: 20 minutes - mannequin permitted)

Candidates will be evaluated in terms of their skills in shaping waves, the pick up of pin curls and hair control. Candidates

should note that at least four pin curls are required for each wave (see attached diagram).

OR

Finger Waving (Time: 10 minutes - mannequin permitted) Candidates will be assessed on the basis of evenness and depth of the waves, the definition of ridges, and hair control. NOTE: at least 4 horizontal waves are required for each wave (see attached diagram).

(i) **6 rollers on base (20 minutes - mannequin permitted)** Demonstration only.

D. EQUIPMENT AND SUPPLIES

Candidates must bring all the professional equipment and supplies required as per these instructions at the practical examination. *Borrowing is strictly prohibited and will result in an automatic failure of the candidate(s). Points will be deducted from candidates who fail to provide themselves with the following equipment and supplies (please take note that none of the items are provided by the Association) :*

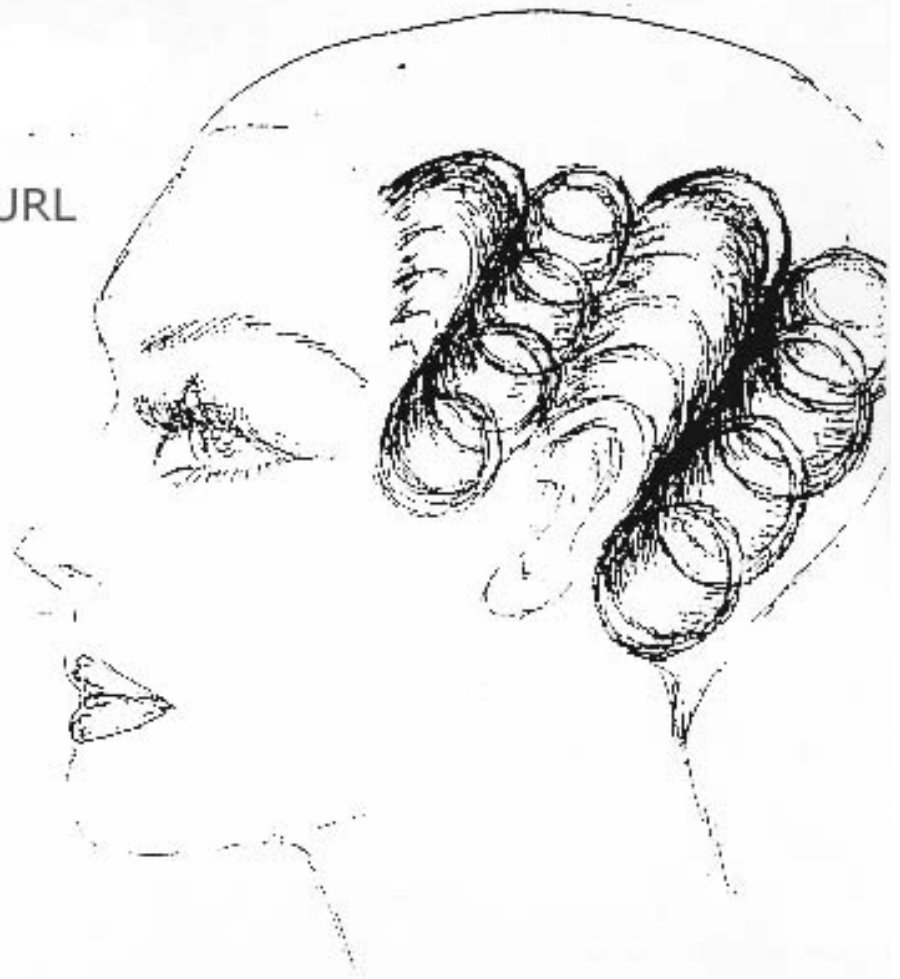
- 10 towels, size 16" x 24" (40cm x 60cm)
- perm rods (12 rods – any size)
- cotton batting and tissue
- pin curl clips and sectioning clips
- regular cold wave solution/neutralizer (suited to the texture, condition and style of the model's hair) No heat wave or self-timing perms permitted. Base cream and cotton.
- professional blower and curling iron
- professional combs (styling comb, tail comb and lift comb)
- cutting shears (including thinning shears)
- applicator or brush and bowl for applying tint (setting gel), foils (short or long), long clips.
- a 6 ft electrical extension cord
- any other equipment or supplies necessary to complete the exam requirements
- setting lotion & styling aids for blowdrying
- end papers
- hair spray
- water spray bottle
- brushes (for blowdrying and finishing) i.e., roller brush
- rollers (quantity sufficient for chosen style) (NO Velcro rollers and NO hot rollers).
- razor, clippers, trimmers-optional
- capes (shampoo/comb out cape and neutralizer cape)
- a NON-PERMED and NON-COLORED mannequin (*this item will NOT BE provided by the Association*)
- a mannequin stand (*this item will NOT BE provided by the Association*)
- shampoo and conditioner

**E. REFERENCE TEXT: The New Standard Text of Cosmetology published by Milady Publishing.
The New Pivot Point**

**F. FIRE PRECAUTIONS: In the event of a fire, DO NOT RUN! If clothing catches fire, STOP! DROP! AND
ROLL! Use water if it is readily available or smother the flames in a coat or blanket.**

***** THIS SCHEDULE CAN BE TAKEN TO THE EXAM FOR REFERENCE *****

SKIPWAVE WITH PIN CURL



FINGERWAVE