

# NYS DEPARTMENT OF STATE - DIVISION OF LICENSING SERVICES

## COSMETOLOGY PRACTICAL EXAMINATION SUPPLY LIST

*NYS Department of State, Division of Licensing Services, One Commerce Plaza,  
PO Box 22001, Albany, NY 12201-2001*

It is recommended that you pack your supplies in sealable plastic bags, grouped and labeled for each respective procedure. These supplies should remain in your transport bag or plastic storage container until they are needed to perform each procedure and as you are instructed (for your comfort, we suggest that you consider a rolling travel system). All implements/equipment should be disinfected/cleaned prior to packing. Supplies intended for single use should be new/unused. **Products that are not required to be in original containers must be labeled in English and may also be labeled in another language of choice.** (Note: All sharp implements must be transported in a rigid container labeled 'clean'. Used implements must be removed in a rigid container labeled 'dirty'.)

**IMPORTANT: If you arrive at the examination site after the specified starting time, you will not be admitted into the examination and will forfeit the examination fee.**

**\*\*\*Please bring your own pen to sign into the examination\*\*\***

### Professional Appearance, Preparation of Work Area & Client Preparation

#### **PROFESSIONAL APPEARANCE:**

- Clean outer garment (smock or gown) to be worn over shirt or outfit (*note: no aprons*)
- Disposable gloves (optional)

Suggestion: Avoid bringing or wearing items that associate you with a school, salon or any other affiliation.

Reminder: For safety reasons, you are required to wear closed-toe shoes that cover the top of the foot and are made of material that is not easily pierced (*note: material such as canvas is unacceptable*).

#### **PREPARATION OF WORK AREA:**

- EPA-approved surface sanitizing solution in original, labeled packaging (may be liquid, spray, wipes, etc.)
- Disposable towels or cloth towel (to wipe surface dry)
- Glass cleaner - optional (for cleaning mirror at station)
- Plastic bag(s) for disposables/trash
- Tape to secure trash bag to work area

#### **CLIENT (MANNEQUIN) PREPARATION:**

*Important: If your mannequin is cut or processed, you will be automatically dismissed. Please note that snap-on hair or any other hair that needs to be fastened to the mannequin may not be used.*

Mannequin (your choice of color) - Must have uncut (no pre-layered mannequins allowed), unprocessed (unpermed, uncolored) solid-color human hair

(Note: Must have at least 8" from the nape or enough hair length to perform required procedures)

Counter-top clamp to secure mannequin (no floor stands are allowed)

(Note: If your clamp does not have a protective covering, please bring a washcloth, towel, or any other barrier to place under clamp to protect countertop)

Comb-out or shampoo cape (reduced length or child-size recommended)

Neck strips and/or towel(s)

#### **GENERAL SUPPLIES FOR SET-UP:**

Spray water bottle (pre-filled), clearly labeled (we recommend that you also bring an extra water bottle as we

cannot guarantee water availability)

- Hand sanitizer containing 60% or more alcohol (in original bottle/dispenser or packet) – to be used throughout exam
  - Alcohol wipes or spray-on implement sanitizer in original packaging (for exam purposes: to be used in case of scissor/razor contamination)
  - Plastic, rigid (hard) container (large enough to accommodate shears/scissors) and sealable plastic bag (in case of blood spill), labeled 'blood contamination'
  - First Aid Kit: Adhesive bandages (2-3) and disposable protective gloves in sealable plastic bag labeled 'First Aid' (may be placed inside of rigid container)
  - Spatulas (for removing product from containers as necessary) - optional
- If you do not choose to transport clean implements solely in sealable plastic bags, you will also need:*
- Covered container labeled 'clean' for transporting implements (scissors, brushes, etc.)
- If you do not wish to place all your used implements in your disposables bag, you will also need:*
- Covered container labeled 'dirty' for transporting used implements from exam (scissors, brushes, etc.) and haircutting supplies

### **Haircutting Techniques - 90-Degree Layered Cut (50 minutes)**

- Spray water bottle (pre-filled), clearly labeled (may be left out from exam start to end)
- Cutting shears/scissors (two pairs recommended but not required)
- Thinning shears - optional (will be needed if you intend to use for removal of excess bulk)
- Cutting comb, all-purpose comb, or tail comb
- Sectioning clips
- Razor with guard (the use of razor combs and feathering styling razors are allowable; no heated razors allowed)
- Razor blades (extra blades optional)
- Mini broom and dustpan (required)

### **Blow-Dry Styling Techniques (15 minutes)**

- Spray water bottle (pre-filled), clearly labeled (may be left out from exam start to end)
- Blow-dryer
- Concentrator nozzle - optional (we recommend that you bring a small towel to wrap up concentrator nozzle prior to returning to bag, as some get hot)
- Cutting comb or all-purpose comb (optional)
- Round bristle brush (any size) - brushes with tips are allowable
- Sectioning clips

### **Thermal Curling/Curling Iron Techniques (15 minutes)**

Important: You must bring an electric marcel iron to perform this section of the exam (spring grip curling irons and stoves are not allowed).

- Marcel Iron - ¾-inch barrel (electric only - no stoves or spring grips allowed)
- Hard rubber, titanium or any other heat-resistant comb
- Sectioning clips and/or pin curl clips (single or double pronged)
- Towel or Curling Iron Cover (to wrap around iron and return to transport bag) - Note: For safety purposes, irons may NOT be left out to cool.

## **DEMONSTRATION OF TECHNIQUES:**

### **Demonstration of Techniques: Roller Placement - Top of Head (10 minutes)**

- Spray water bottle (pre-filled), clearly labeled (may be left out from exam start to end)
- Tail comb or all-purpose comb
- Sectioning clips
- Full-size 1 1/8 inch magnetic rollers (may be beige) - minimum of three (brush or Velcro rollers are not allowed)
- Pin curl clips (single or double pronged), roller clips, or hideaway clips (to secure rollers)

### **Demonstration of Techniques: Chemical Restructuring/Permanent Waving - Left Side of Head (10 minutes)**

- Cloth towel(s) for chemical draping (mannequin to remain draped this way for remainder of exam)
- Towel (to protect face during application)
- Applicator bottle (a clean, used permanent wave bottle is acceptable) labeled 'permanent waving lotion' (you may put water in a sealable applicator bottle)
- Small bottle of water labeled 'permanent waving lotion' if needed (to be used in applicator bottle)
- Tail comb or all-purpose comb
- Gel labeled as 'protective cream' (to simulate use of protective cream)
- Cotton coil (enough to place on the perimeter of the face area or the entire block on the left side, your choice)
- Permanent Wave Rods - full-length (all gray, all white, or all purple)
- End papers
- Gloves (to be used for application of permanent wave lotion and to perform test curl) [Note: Gloves do not need to be worn for gel application.]

### **Demonstration of Techniques: Diagonal Pin Curl Wave/C-Shaping - Right Side of Head (10 minutes)**

- Finger wave comb or tail comb (metal-tip tail combs are allowable)
- Pin curl clips (single or double pronged)
- Hair styling gel or Finger wave lotion (optional) - (if used, must be labeled 'hair styling gel' or 'finger wave lotion')

### **Demonstration of Techniques: Finger Waving - Back of Head (10 minutes)**

- Finger wave comb or all-purpose comb
- Hair styling gel or Finger wave lotion (optional) - - (if used, must be labeled 'hair styling gel' or 'finger wave lotion')

Note: Water may be used in lieu of hair styling gel or finger wave lotion.

## CHEMICAL SERVICES:

### Chemical Services: Foiling Simulation - Right Front Section (15 minutes)

Important: Control boards/backboards and preformed weaving combs are not allowed.

- Pre-cut (prepared) foil or pre-cut (prepared) paper - enough to perform three weaves and three slices
- Hair styling gel or cholesterol labeled 'lightener' (may work from container or use tint bowl)
- Tint bowl (optional)
- Tint brush or coloring spatula
- Tail comb (metal-tip tail combs are allowable)
- Sectioning clips (may be metal or non-metal)
- Gloves (to be worn for entire application)

### Chemical Services: Haircoloring Simulation (Retouch) - Right Back Section (10 minutes)

- Hair styling gel or cholesterol labeled 'tint/color' (may work from container or use tint bowl)
- Tint bowl (optional)
- Tint brush or coloring spatula
- Sectioning clips (may be metal or non-metal)
- Gloves (to be worn for entire application)

### Chemical Services: Chemical Restructuring (Relaxing without rods) Simulation - Left Front (Virgin) / Left Back (Retouch) (25 minutes)

- Styling gel or cholesterol labeled 'straightener/relaxer' (may work from container or use tint bowl)
- Tint bowl (optional)
- Tint brush -or- coloring spatula -or- tail comb
- Sectioning clips (may be metal or non-metal)
- Gel labeled as 'protective base' (to simulate use of protective base)
- Gloves (to be worn for entire application) *[Note: Gloves do not need to be worn for protective gel application.]*

## Clean Up of Work Area

- Extra plastic bag to transport mannequin (optional)
- Mini broom and dustpan (required)
- EPA-approved surface sanitizing solution in original, labeled packaging (may be liquid, spray, wipes, etc.)
- Hand sanitizer containing 60% or more alcohol (in original bottle/dispenser or packet) – to be used prior to leaving the exam