



Apply for an Appearance Enhancement or Barber License Online!

The NYS Department of State, Division of Licensing of Services, is pleased to offer faster service and easier access to obtaining a license in New York State. Please follow these simple instructions explaining the online process:

Step 1:

Proceed to the following website: aca.licensecenter.ny.gov

The screenshot shows the New York State License Center website. At the top, there is a navigation bar with 'New York State' and 'State Agencies'. Below this is a search bar and a 'Search all of NY.gov' button. The main content area features a 'Welcome to New York State License Center' message and a 'Get Started' section with two options: 'I need a NY.gov ID' and 'I have a NY.gov ID'. A callout box points to the 'I need a NY.gov ID' option, stating: 'If you don't have an account select 'I need a NY.gov ID''. Another callout box points to the 'I have a NY.gov ID' option, stating: 'If you already have an account select 'I have a NY.gov ID''. Below the 'Get Started' section, there are links for 'Other NYS License Center Services' and 'Individuals licensed to do business in the... for licenses your business needs... questions'.

Step 2:

- If you do not have an account, select 'I need a NY.gov ID' and follow the online instructions for creating an account.
- If you already have an account, select 'I have a NY.gov ID' and sign into your account

Step 3:

Once you have created your account, click 'Apply now for a new license or permit'





Step 4:

You should complete the application process following the online instructions. Upon submission of your online application, you will receive email confirmation of receipt of the application by the Division of Licensing Services. Please note that temporary licenses will be approved immediately if the submitted application meets the criteria.

For a complete detailed online instructions booklet, click on the following link: [Applicant User Guide for the License Center](#) or download the guide at dos.ny.gov/appearance-enhancement-business

Here are other actions you can accomplish online!

The screenshot shows the NY License Center website interface. At the top, there is a navigation bar with 'Services', 'News', 'Government', and 'Local'. Below this is a large 'NY LICENSE CENTER' logo. A user is logged in as 'Cha Mo'. The main content area includes a 'Need Help?' section with a callout '1' pointing to the help desk information. Below that are tabs for 'Home', 'Manage My Licenses' (highlighted with callout '2'), and 'Consumer Complaints'. A prominent button says 'Apply now! For a New License or Permit'. A 'Records' section follows, with a callout '3' pointing to the 'Account Management' link in the top navigation. Below the records section, there is a table of records with callouts '4' through '8' pointing to specific elements: '4' points to the 'Record Number' column, '5' points to a record number 'AEE-A-15-00685', '6' points to the 'Status' column, '7' points to the 'Amendment' action button, and '8' points to another 'Amendment' action button.

1. Open 'Manage My Licenses' tab to access your NY License Center Records.
2. Save applications and complete them at your convenience.
3. Access 'Account Management' and view, edit and/or remove account information.
4. Click on 'Record Number' to schedule exam(s) for eligible applications.
5. Click on any 'Record Number' to view your record information for any particular record.
6. View the 'Status' of each of your license(s) and license record(s).
7. Click 'Renew Application' and renew those Licenses eligible for renewal.
8. Click 'Amendment' to change your license record information.

Department of State, Division of Licensing Services, dos.ny.gov/licensing-services