NYS DEPARTMENT OF STATE - DIVISION OF LICENSING SERVICES

NATURAL HAIR STYLING 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

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 & Mannequin Preparation (15 minutes)

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)

☐ Pre-mixed, hospital-grade, industry-related implement disinfectant, labeled and in appropriate container

☐ Disinfectant tray/container (for later immersion of contaminated implements)

☐ 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:

Note: Snap-on hair or any other hair that needs to be fastened to the mannequin may not be used.

☐ Mannequin (of choice) - Must have clean scalp and hair
(Note: Hair must be at least 4 inches long at the crown 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 (tissues) and/or towel(s)

☐ Towels – enough for all work

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 implement contamination)

☐ Plastic, rigid (hard) container (large enough to accommodate scissors or other sharp tools) 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, combs, etc.)

REQUIRED SUPPLIES AND IMPLEMENTS FOR:

- **Locking (30 minutes)**
- **Braiding (30 minutes)**
- **Cornrowing (30 minutes)**
- **Weaving (30 minutes)**

☐ Spray water bottle (pre-filled), clearly labeled (may be left out from exam start to end)

☐ Assortment of combs and/or brushes to complete the required procedures

☐ Haircutting scissors and/or other appropriate tools to trim braids

☐ Cutting comb, all-purpose comb, or tail comb

☐ Gel or lotion for locking and container

☐ Supply of clips

☐ One pre-cut and measured weft for sew-on weave

☐ Needle and appropriate cord for sew-on weave

☐ One package of synthetic hair

Note: You may use other implements and products of choice provided they are suitable for the required procedures and appropriate for use on your mannequin.

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