



The Commonwealth of Massachusetts
Division of Professional Licensure
1000 Washington Street, Suite 710, Boston, MA 02114
Board of Cosmetology
www.mass.gov/dpl/boards/hd
617-727-9940

Junior Instructor Application

JUNIOR ASSISTANT INSTRUCTOR APPLICANTS INSTRUCTIONS

In order to be eligible to apply for a junior instructor's license you must have graduated from a registered school of beauty culture and passed your State Board examinations.

A completed application must include:

- A copy of your current cosmetology/aesthetic license
- A copy of your driver's license or photo ID
- A copy of your high school diploma or Graduate Equivalency Diploma (GED)
- One 2" x 2" photograph
- Money order or check for \$68.00 made payable to: Commonwealth of Massachusetts.
Application fees are non-refundable. All money orders must be **signed** and dated

Upon filing the appropriate application and fee the Board shall issue a temporary Junior Assistant Instructor's license which will be valid for two years. Any applicant completing two years of experience as a Junior Assistant Instructor will be eligible to apply for a full instructor's license.

Incomplete applications will only be held for a maximum of 30 days. After 30 days, the application will be considered abandoned. If you still require the license, you will be required to reapply

Normal application processing time for complete applications is between 3-4 weeks.

CRIMINAL OFFENDER RECORD INFORMATION (CORI) ACKNOWLEDGEMENT FORM

The Division of Professional Licensure by itself and on behalf of boards of registration pursuant to M.G.L. c. 13, §9 [hereinafter, "Division of Professional Licensure"] is registered under the provisions of M.G.L. c. 6, § 172 to receive CORI for the purpose of screening current and otherwise qualified prospective license applicants and current licensees.

As a license applicant or current licensee, I understand that a CORI check will be submitted for my personal information to the Department of Criminal Justice Information Services ("DCJIS"). I hereby acknowledge and provide permission to the Division of Professional Licensure to submit a CORI check for my information to the DCJIS. This authorization is valid for one year from the date of my signature. I may withdraw this authorization at any time by providing the Division of Professional Licensure written notice of my intent to withdraw consent to a CORI check.

FOR LICENSING PURPOSES ONLY:

The Division of Professional Licensure may conduct subsequent CORI checks within one year of the date this Form was signed by me. If subsequent CORI checks are necessary, the Division of Professional Licensure will provide me with written notice of the subsequent CORI checks.

By signing below, I provide my consent to a CORI check and acknowledge that the information provided on Page 2 of this Acknowledgement Form is true and accurate.

Signature

Date

Please provide the name of the board of registration and license type for which you are applying or currently hold:

Board of Registration

License Type

NOTE: DPL CANNOT ACCEPT THIS TWO-PAGE CORI ACKNOWLEDGMENT FORM UNLESS IT IS EITHER (1) SIGNED IN PERSON AT THE BOARD'S OFFICES IN THE PRESENCE OF A DPL EMPLOYEE WHO HAS VERIFIED THE APPLICANT'S IDENTITY THROUGH ACCEPTABLE IDENTIFICATION, OR (2) SIGNED IN THE PRESENCE OF A NOTARY PUBLIC WHO HAS LIKEWISE VERIFIED IDENTITY AND THEN MAILED OR OTHERWISE DELIVERED TO THE BOARD'S OFFICES AT THE ADDRESS SET FORTH ABOVE.

