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POLICY ON SCHOOL PROGRAMS OVER MINIMUM HOUR LENGTH

The Board of Registration of Cosmetology and Barbering ("Board") issues this Policy to complement the Board's current regulations.

POLICY

All schools and post-secondary institutions licensed by the Board, as well as proposed schools applying for licensure, may offer courses of study or a curriculum or programs more than the minimum number of clock hours required for licensure, subject to the following requirements:

1. All programs offered by all schools and post-secondary institutions licensed by the Board must be submitted to the Board and approved by the Board before they may be advertised or offered to any students.
2. Schools must teach the entire curriculum required for licensure first, in the minimum number of hours required by the Board's regulations, before teaching any subjects or hours not included in the required curriculum.
3. The enrollment agreement, course catalog, and promotional materials for all programs must state the minimum number of credit hours required for licensure in **UPPERCASE LETTERS AND BOLDFACE** font of equal size to the largest font size used in the remainder of the enrollment agreement.
4. All enrollment agreements for programs that exceed the minimum number of credit hours required for licensure must include the following statement in **UPPERCASE LETTERS AND BOLDFACE** font of equal size to the largest font size used in the remainder of the enrollment agreement:

"I UNDERSTAND THAT I AM ENROLLING IN A PROGRAM THAT INCLUDES MORE THAN THE STATE REQUIREMENTS FOR A LICENSE. I UNDERSTAND THAT IF I SUCCESSFULLY COMPLETE THE MINIMUM NUMBER OF EARNED HOURS REQUIRED FOR A LICENSE IN [AESTHETICS\ COSMETOLOGY\ MANICURING\ BARBERING] (##### HOURS), I AM ENTITLED TO TAKE THE BOARD EXAMINATION AND IF PASSED, BE LICENSED AS AN [AESTHETICIAN\ COSMETOLOGIST\ MANICURIST\ BARBER]." The enrollment agreement must include a blank line immediately adjacent to the above statement where the student must sign his or her initials.



5. All advertising in media of any kind for every program that exceeds the minimum number of credit hours required for licensure must include the following statement in a conspicuous place in **boldface font** of equal size to the largest font size used in the remainder of the advertisement: **“Students successfully completing the minimum required number of earned hours for [aesthetics\ cosmetology\ manicuring\ barbering] (#### hours) are entitled to take the examination for licensure as an [aesthetician\ cosmetologist\ manicurist\ barber].”**

Questions regarding this Notice should be directed to the Board at cosmetologyandbarberingboard@mass.gov or 617-701-8792.