

STATE OF OKLAHOMA

2nd Session of the 59th Legislature (2024)

SUBCOMMITTEE RECOMMENDATION

FOR

HOUSE BILL NO. 3158

By: Roberts

SUBCOMMITTEE RECOMMENDATION

An Act relating to professions and occupations; amending 59 O.S. 2021, Sections 199.7 and 199.14, which relate to the Oklahoma Cosmetology and Barbering Act; providing student entrance requirements; modifying fees; directing the payment of fees; providing for a waiver of fees for certain individuals; creating tax-exempt schools for cosmetology and barber training; providing for application form, initial license fee, surety bond, and financial statement; creating tax-exempt schools within the Department of Corrections; providing for letter of intent, application form, initial license fee, surety bond, financial statement, and proof of use of building; providing for tax-exempt license renewal; providing for application and fee; prohibiting deceptive or misleading language in advertising; requiring initial school building inspection requests to be filed with the State Board of Cosmetology and Barbering; requiring certain building specifications for lighting, ventilation, floors, parking, safety codes, spacing, water dispensaries, and cleaning; mandating minimum school training equipment requirements; prescribing cosmetology course curriculum for private, public, and non-profit schools; specifying minimum training supplies required for cosmetology students; providing curriculum content and training requirements for cosmetology and barbering courses; prescribing requirements for instructors; requiring Board notification for staff changes; specifying minimum student attendance per week; mandating certain record creation, retention, and availability standards; requiring monthly submission of clock hour reports;

1 requiring display of certain documents; requiring  
2 production of certain identification; providing for  
3 codification; and providing an effective date.  
4  
5

6 BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

7 SECTION 1. AMENDATORY 59 O.S. 2021, Section 199.7, is  
8 amended to read as follows:

9 Section 199.7 A. Each cosmetology and barber school shall be  
10 licensed annually by the State Board of Cosmetology and Barbering.  
11 Application for the first year's license for a cosmetology and  
12 barber school shall be accompanied by a fee of Four Hundred Dollars  
13 (\$400.00), which shall be retained by the Board if the application  
14 is approved and a license is issued. The annual renewal license fee  
15 for cosmetology or barber schools shall be One Hundred Twenty-five  
16 Dollars (\$125.00).

17 B. 1. No license or renewal thereof for a cosmetology or  
18 barber school shall be issued unless the owner thereof furnishes to  
19 the Board a good and sufficient surety bond in the principal sum of  
20 Two Thousand Dollars (\$2,000.00) for the first instructor and an  
21 additional One Thousand Dollars (\$1,000.00) for each additional  
22 instructor, executed by a surety company authorized to do business  
23 in this state, and conditioned on the faithful performance of the  
24 terms and conditions of all contracts entered into between the owner

1 of the cosmetology or barber school and all persons enrolling  
2 therein.

3 2. The surety bond shall be in a form approved by the Attorney  
4 General and filed in the Office of the Secretary of State. Suit may  
5 be brought on the bond by any person injured by reason of the breach  
6 of the conditions thereof.

7 C. It shall be the duty of the owner or manager of a  
8 cosmetology or barber school to enter into a written contract with  
9 all students before permitting students to attend any classes.  
10 Contracts shall be made out in triplicate, the original copy to be  
11 retained by the school, the duplicate to be given to the student,  
12 and the triplicate to be filed with the executive director of the  
13 Board.

14 D. A school licensed or applying for licensure shall maintain  
15 recognition as an institution of postsecondary study by meeting the  
16 following conditions:

17 1. The school shall admit as a regular student only an  
18 individual who has earned a recognized high school diploma, or who  
19 is beyond the age of compulsory high school attendance;

20 2. The school shall be licensed by name, or in the case of an  
21 applicant, shall apply for licensure by name, to offer one or more  
22 training programs beyond the secondary level.

23 E. No license for a cosmetology or barber school shall be  
24 issued unless the owner thereof presents evidence satisfactory to

1 the Board that the school has satisfactory facilities and equipment  
2 and has instructors qualified to give a course of study as provided  
3 in the Oklahoma Cosmetology and Barbering Act.

4 F. There shall be included in the curriculum for cosmetology  
5 and barber schools, courses of study in the theory of cosmetology  
6 and barbering related theory, studies in manipulative practices,  
7 sterilization and sanitation, shop management, and such other  
8 related subjects as may be approved by the Board.

9 G. 1. The Board shall adopt a curriculum of required courses  
10 of instruction in theory and training, in accordance with this act,  
11 of either one thousand five hundred (1,500) clock hours or an  
12 equivalent number of credit hours as recognized by the United States  
13 Department of Education or a regional or national accreditation  
14 entity recognized by the United States Department of Education in a  
15 basic course to be taught in all cosmetology or barbering schools in  
16 the state. The basic cosmetology or barbering course shall be  
17 designed to qualify students completing the course to take the  
18 examination for a license.

19 2. Cosmetology and barber students in vocational, trade, and  
20 industrial cosmetology and barbering classes in public schools,  
21 parochial, private schools or home schools shall qualify by  
22 completing one thousand (1,000) hours in a basic course of  
23 cosmetology or barbering and five hundred (500) hours of approved  
24 related subjects to be selected from, but not limited to, the

1 following high school courses in a public school, parochial, private  
2 or home school: psychology, biology, general science, American  
3 history, art, typing I, typing II, business arithmetic,  
4 salesmanship, bookkeeping I, bookkeeping II, related mathematics,  
5 English II, English III and English IV.

6 H. 1. No person shall be eligible to give instruction in  
7 cosmetology or barbering unless the person is the holder of a  
8 current unrevoked instructor's license issued by the Board.

9 2. Each cosmetology or barber school shall employ at least one  
10 instructor for the first fifteen students registered therein, and at  
11 least one additional instructor shall be employed for each  
12 additional group of fifteen students, or major fraction thereof.

13 3. Students utilizing hybrid learning programs are included in  
14 the total student number as referenced in the ratio in paragraph 2  
15 of subsection G of this section.

16 I. A cosmetology or barbering school may be operated in and as  
17 part of an accredited high school.

18 J. No cosmetology or barber school owner or an establishment  
19 owner shall charge students or apprentices for cosmetic materials,  
20 supplies, apparatus, or machines used by them in practice work. A  
21 reasonable charge may be made by a cosmetology or barber school for  
22 clinical work performed by students upon persons who are not  
23 students therein. No instructor shall be permitted to do  
24

1 professional or clinical work in a cosmetology or barber school at  
2 any time.

3 K. No cosmetology or barber establishment shall ever be  
4 operated in or as a part of a cosmetology school.

5 L. 1. ~~Students shall:~~

6 ~~a. have an eighth-grade education or the equivalent~~  
7 ~~thereof, and~~

8 ~~b. be at least sixteen (16) years of age unless they are public or~~  
9 ~~private school students who will be sixteen (16) years of age by~~  
10 ~~November 1 of the year in which cosmetology or barbering instruction~~

11 ~~begins.~~ Student entrance requirements for the Basic Cosmetologist,  
12 Manicurist/Nail Technician, Cosmetician,  
13 Esthetician/Facialist/Facial Operator, Barber and Barber Instructor  
14 courses are as follows:

15 a. the student shall:

16 (1) be at least sixteen (16) years of age by November  
17 1 of the current year,

18 (2) submit a completed student registration  
19 application accompanied by a fee of Five Dollars  
20 (\$5.00) before attending classes,

21 (3) submit a copy of the completed student/school  
22 contract with the student registration  
23 application,

- 1           (4) submit proof of at least eighth grade education  
2           or equivalency or submit proof of having  
3           satisfactorily passed an ability to benefit exam,  
4           (5) submit, if under eighteen (18) years of age, a  
5           photocopy of his or her birth certificate or  
6           other legal proof of age,  
7           (6) submit a two inch by two inch (2" x 2") current  
8           full-face photograph of the applicant as  
9           requested on the registration form. A current  
10           photograph is one taken within the last six  
11           months with no embellishments or filters of any  
12           kind that alter the face of the applicant.  
13           Students enrolling in a school located in an  
14           institution of the Department of Corrections or  
15           correctional facility shall send a copy of their  
16           Inmate ID Badge, which has a photo,  
17        b. each student shall be registered with the Board before  
18           attending school,  
19        c. each student shall be provided with an approved  
20           textbook or manual upon commencing training,  
21        d. all applicants who register with the Board as students  
22           or who apply for a license shall be considered without  
23           regard to race, sex, creed, color, religion, or  
24           national origin provided they have met all

requirements of cosmetology and barber law and rules  
of the Board. All students shall be considered for  
enrollment in a school. Admission to public schools  
is governed by applicable state and federal laws.

2. Credit shall not be given to any person by the Board or by a cosmetology or barber school for hours spent in attending a cosmetology or barber school unless the person has registered with the Board as a student prior to the attendance, except that a student who has attended a cosmetology or barber school out of state may receive credit for such attendance for transfer upon proper certification as provided by rule of the Board.

3. No student shall be credited with more than eight (8) hours' attendance in a cosmetology or barber school in any one (1) day.

4. No person shall be eligible to take the Board-issued examination for a license unless such person is at least seventeen (17) years of age or a high school graduate.

M. 1. No student shall be eligible to take the examination for a Board-issued license without furnishing to the Board the affidavit of the owner of the cosmetology or barber school that the student has satisfactorily completed the requirements specified in paragraph 1 of subsection F of this section, except public and private school students who will complete the requirements specified in paragraph 2 of subsection F of this section by the close of the current school



1 year may take the examination next preceding the end of the school  
2 year.

3 2. Students who are eligible to take the examination shall be  
4 given an oral examination if requested by their instructor and proof  
5 of qualifying disability is proven.

6 N. No person shall be eligible to register for the examination  
7 for an instructor's license unless such person is a high school  
8 graduate, or has obtained a General Equivalency Diploma (GED) as to  
9 which the applicant shall qualify by tests to be prescribed by the  
10 Board and conducted by qualified examiners selected by the Board,  
11 and has:

12 1. Satisfactorily completed all hours required for the  
13 appropriate specialty course and an additional one thousand (1,000)  
14 instructor training hours or equivalent number of credit hours as  
15 recognized by the United States Department of Education or as  
16 recognized by a national accreditation entity prescribed by the  
17 Board in a cosmetology school in this state; or

18 2. Completed all hours required for the appropriate specialty  
19 course, three hundred (300) instructor training hours, prescribed by  
20 the Board in a cosmetology school in this state and has been engaged  
21 in the practice of cosmetology for at least the preceding two (2)  
22 years.

1       O. The Board shall have the power to conduct examinations  
2 around the state at public locations including, but not limited to,  
3 technology center schools.

4       P. Each cosmetology or barber school shall prominently display  
5 in a conspicuous place above or to the side of the entrance thereto  
6 a sign identifying it as an institute of learning. Wording on sign  
7 shall be in plain letters at least three (3) inches high and at  
8 least one (1) inch wide.

9       SECTION 2.       AMENDATORY       59 O.S. 2021, Section 199.14, is  
10 amended to read as follows:

11       Section 199.14 A. The following fees shall be charged by the  
12 State Board of Cosmetology and Barbering:

13	Registration as a student.....	\$ 5.00
14	Examination for license.....	35.00
15	Cosmetology and Barber school license (initial).....	400.00
16	Cosmetology and Barber school license (renewal).....	125.00
17	Apprentice Registration.....	<del>10.00</del> <u>5.00</u>
18	Renewal Advanced Operator license (annual).....	25.00
19	<del>Facial Operator</del> <u>Esthetician</u> license (annual).....	25.00
20	Cosmetology license (annual).....	25.00
21	Barber license (annual).....	25.00
22	Manicurist license (annual).....	25.00
23	Facial/Esthetics Instructor license (annual).....	30.00
24	Cosmetician license (annual).....	25.00

1	Manicurist/Nail Technician Instructor license (annual).	30.00
2	Demonstrator license (annual).....	20.00
3	Master Cosmetology Instructor license (annual) .....	50.00
4	Master Barber Instructor license (annual).....	50.00
5	Cosmetology establishment license (initial).....	45.00
6	Cosmetology establishment license (renewal).....	30.00
7	Barber establishment license (initial).....	45.00
8	Barber establishment license (renewal).....	30.00
9	Cosmetic Studio license (initial).....	50.00
10	Cosmetic Studio license (renewal) .....	30.00
11	Nail Salon (initial) .....	45.00
12	Nail Salon (renewal) .....	30.00
13	Reciprocity license (initial).....	30.00
14	Reciprocity <u>transfer of hours</u> processing fee <u>from out of state</u>	
15	.....	30.00
16	Duplicate license (in case of loss or	
17	destruction of original <u>license and/or</u>	
18	<u>renewal application</u> ).....	5.00
19	Notary fee.....	1.00
20	Certification of Records.....	10.00
21	B. In addition to the fees specified in subsection A of this	
22	section, the Board shall charge a total penalty of Ten Dollars	
23	(\$10.00), <del>as provided for in Section 199.10 of this title.</del> <u>for the</u>	
24	<u>renewal of any license delinquent after two (2) months of</u>	

1 expiration. This subsection also applies to any delinquent initial  
2 license application.

3 C. All fees shall be submitted to the Board in the form of a  
4 cashier's check, money order, or business check. Personal checks  
5 are not accepted by the Board.

6 D. 1. Waiver of fee for low-income individuals, pursuant to  
7 the provisions of subsection A of Section 4003 of this title, upon  
8 presentation of satisfactory evidence that an applicant for initial  
9 licensure or certification, or that a licensee or certificate holder  
10 seeking renewal is a low-income individual, the Board shall grant a  
11 one-time, one-year waiver of the fee for licensure, certification or  
12 renewal. A low-income individual is a person who is enrolled in a  
13 state or federal public assistance program, including, but not  
14 limited to, the Temporary Assistance for Needy Families, Medicaid or  
15 the Supplemental Nutrition Assistance Program, or whose household  
16 adjusted gross income is below one hundred forty percent (140%) of  
17 the federal poverty line. An applicant for licensure shall provide  
18 documentation showing participation in one of the aforementioned  
19 programs or submit income tax returns showing income below the  
20 established threshold. The documentation shall be current and shall  
21 be issued by the federal or state entity administering the program.  
22 Copies of income tax returns shall be from the most recent tax year  
23 prior to the date of licensure application.

1        2. Students attending school at a 501 (c) (3) non-profit school  
2        within a correctional facility shall automatically be considered a  
3        low-income individual. Proof of incarceration (CRC card) shall be  
4        all the evidence that is needed to qualify for a one-time, one-year  
5        waiver of the fee for licensure, certification, or renewal.

6        € E. Any person licensed as an advanced operator prior to July  
7        1, 1985, may renew the advanced cosmetologist license annually by  
8        payment of the fee required by this section and by being in  
9        compliance with the rules promulgated by the State Board of  
10       Cosmetology and Barbering.

11       SECTION 3.       NEW LAW       A new section of law to be codified  
12       in the Oklahoma Statutes as Section 199.19 of Title 59, unless there  
13       is created a duplication in numbering, reads as follows:

14       A. Any nonprofit 501(c) (3) tax-exempt school that proposes to  
15       provide cosmetology or barber training courses designed to qualify  
16       persons who complete courses for a professional license to practice  
17       cosmetology or barbering, shall be required to obtain a license for  
18       the nonprofit 501(c) (3) tax-exempt postsecondary school from the  
19       State Board of Cosmetology and Barbering.

20       B. The license application form shall be completed in full,  
21       making note whether the school intends to operate as a secondary or  
22       postsecondary establishment and returned to the Board and shall  
23       contain the following information:

1        1. Proposed name, location (city, street, and number), and a  
2 brief description of the building;

3        2. Name, address, and phone number of the proposed owner. If  
4 the proposed owner is a corporation, the names, addresses, and phone  
5 numbers of the officers and principal stockholders are required to  
6 be submitted; and

7        3. Names of Oklahoma licenses held and the file numbers of the  
8 persons to be the instructors of the proposed school and that of the  
9 manager, if other than the owner.

10       C. Each initial public, privately owned, and nonprofit  
11 501(c)(3) tax-exempt cosmetology or barber school shall be required  
12 to pay to the Board the initial license fee of Four Hundred Dollars  
13 (\$400.00). Each public, privately owned, and nonprofit 501(c)(3)  
14 tax-exempt school shall also pay the annual license renewal fee of  
15 One Hundred Twenty-five Dollars (\$125.00). Each school license  
16 shall expire annually on June 30th. No provision is made for pro  
17 rata of any license fee. A school shall be inspected at least once  
18 each year in order to be eligible for renewal.

19       D. A surety bond in the amount of Two Thousand Dollars  
20 (\$2,000.00) for the first instructor and One Thousand Dollars  
21 (\$1,000.00) for each additional instructor shall be submitted for  
22 each cosmetology or barber school license. The bond shall be in an  
23 amount sufficient to meet bonding requirements for all staff.

1 E. A current financial statement of the license applicant,  
2 prepared by a public accountant or a certified public accountant, is  
3 required to be submitted to the Board. The financial statement  
4 shall be prepared in accordance with generally accepted accounting  
5 principles and shall reflect the applicant's total property  
6 inventory, assets, and liabilities which shall show a net worth of  
7 at least One Hundred Thousand Dollars (\$100,000.00) for each school  
8 owned. Intangible assets shall not be considered in net worth.

9 SECTION 4. NEW LAW A new section of law to be codified  
10 in the Oklahoma Statutes as Section 199.20 of Title 59, unless there  
11 is created a duplication in numbering, reads as follows:

12 A. Any nonprofit 501(c)(3) tax-exempt school located within a  
13 correctional facility that proposes to provide cosmetology or barber  
14 training courses designed to qualify persons who complete courses  
15 for a professional license to practice cosmetology or barbering,  
16 shall be required to obtain a license for the nonprofit 501(c)(3)  
17 tax-exempt postsecondary school from the State Board of Cosmetology  
18 and Barbering.

19 B. The license application form shall be completed in full,  
20 making note of whether the school intends to operate as a secondary  
21 or postsecondary establishment, and returned to the Board and shall  
22 contain the following information:

23 1. Names, addresses, and phone numbers of the Director of the  
24 Oklahoma Department of Corrections, administrative staff, Chief

1 Administrator of Classification and Programs, Administrator of  
2 Programs, and the warden at the correctional facility where the  
3 school is to be located, as well as each instructor proposed to  
4 teach in the school. The file number of the instructor shall be  
5 submitted;

6 2. A notarized affidavit stating the source of sufficient bond  
7 coverage and that the building wherein the school is proposed to be  
8 conducted is owned by the Department of Corrections; and

9 3. Phone numbers of the correctional facility and a brief  
10 general description of the correctional facility location within the  
11 institution and other building training sections and parking areas.

12 C. Each initial public, privately owned, and nonprofit  
13 501(c)(3) tax-exempt cosmetology or barber school shall be required  
14 to pay to the Board the initial license fee of Four Hundred Dollars  
15 (\$400.00). Each public, privately owned, and nonprofit 501(c)(3)  
16 tax-exempt school shall also pay the annual license renewal fee of  
17 One Hundred Twenty-five Dollars (\$125.00). Each school license  
18 shall expire annually on June 30th. No provision is made for pro  
19 rata of any license fee. A school shall be inspected at least once  
20 each year in order to be eligible for renewal.

21 D. A surety bond in the amount of Two Thousand Dollars  
22 (\$2,000.00) for the first instructor and One Thousand Dollars  
23 (\$1,000.00) for each additional instructor is required to be  
24 submitted for each cosmetology or barber school license. The bond



1 shall be in an amount sufficient to meet bonding requirements for  
2 all staff.

3 E. A current financial statement of the license applicant,  
4 prepared by a public accountant or a certified public accountant, is  
5 required to be submitted to the Board. The financial statement  
6 shall be prepared in accordance with generally accepted accounting  
7 principles and shall reflect the applicant's total property  
8 inventory, assets, and liabilities which shall show a net worth of  
9 at least One Hundred Thousand Dollars (\$100,000.00) for each school  
10 owned. Intangible assets shall not be considered in net worth.

11 F. Nonprofit 501(c)(3) tax-exempt schools within a correctional  
12 facility shall not acquire funds. Education shall be provided free  
13 of cost to all students enrolled in the programs. All supplies  
14 shall either be bought from money that is obtained through grants or  
15 by private donations made to the organization. A financial  
16 statement shall not be required for this type of school.

17 G. Applicants shall obtain a memorandum of understanding from  
18 the Oklahoma Department of Corrections stating that the Department  
19 will allow the applicant use of the designated area for one (1)  
20 year, or a sum of twelve-month increments, that will be used for the  
21 proposed school to operate.

22 SECTION 5. NEW LAW A new section of law to be codified  
23 in the Oklahoma Statutes as Section 199.21 of Title 59, unless there  
24 is created a duplication in numbering, reads as follows:

1       A. A 501(c)(3) tax-exempt school license shall expire annually  
2 on June 30th. A renewal application shall be received by June 30th  
3 each year.

4       B. A 501(c)(3) tax-exempt license renewal application, forms,  
5 and instructions shall be mailed annually to schools by the State  
6 Board of Cosmetology and Barbering. Forms include a surety bond  
7 renewal form, power of attorney, and verification form.

8       C. A fee of One Hundred Twenty-five Dollars (\$125.00) is  
9 required for school license renewal.

10       D. Any advertisement for recruitment of students shall state  
11 that the school is proposed to be open and shall not contain  
12 deceptive or misleading language and shall state that the school has  
13 applied for licensure.

14       SECTION 6.       NEW LAW       A new section of law to be codified  
15 in the Oklahoma Statutes as Section 199.22 of Title 59, unless there  
16 is created a duplication in numbering, reads as follows:

17       A. An applicant shall submit a written request for an initial  
18 Board consultation and inspection for approval of the location,  
19 building, parking, electrical facilities, plumbing facilities,  
20 construction, and building codes for the proposed school. The  
21 applicant shall provide city inspection certificate, fire  
22 department, electrical, and plumbing certificates as applicable for  
23 the city or county where proposed school is located and other  
24

1 applicable zoning or construction documents the Board may require  
2 for approval.

3 B. At the initial inspection, the Board's representative shall  
4 consult with the proposed owner(s), instructor(s), and other  
5 person(s) designated by the license applicant as responsible for the  
6 proposed school regarding the requirements necessary to the physical  
7 arrangements of the proposed building and space.

8 1. Adequate lighting and ventilation, cleanable floor surfaces,  
9 parking facilities, and other building appointments as applicable in  
10 the specific plans and location, shall be addressed in the initial  
11 consultation.

12 2. The proposed school space shall meet federal, state and  
13 local construction, electrical, plumbing, fire, and safety codes.  
14 The proposed owner shall show the inspector proof of certification  
15 of compliance with applicable codes upon request. At least two  
16 points of ingress/egress for the building are required. In the  
17 event of multiple stories or building levels, fire escape(s) shall  
18 be approved and appropriate exit signs shall be posted for safe exit  
19 from the building.

20 3. a. the proposed school building space shall contain a  
21 minimum of two thousand two hundred (2,200) square  
22 feet of floor space. The Board considers a working  
23 area of five feet by eight feet (5' x 8'), forty (40)  
24 square feet per student as necessary and adequate for

1 the safe operation of the required minimum equipment  
2 approved for the conducting of cosmetology or barber  
3 courses of training. Space allotted to reception  
4 area, restrooms, lockers, vending machines, cosmetic  
5 and wig displays, supply, storage, and break room(s)  
6 are not included in the five feet by eight feet (5' x  
7 8') work area required for each student. Schools  
8 located within a correctional facility shall be exempt  
9 from having individual student lockers, vending  
10 machines, and cosmetic or wig displays,

11 b. the proposed building space plans shall contain  
12 separate classroom settings large enough to  
13 accommodate at least fifteen (15) students in one  
14 group, one (1) mannequin table, one (1) chalk or  
15 marker board (white board/smart board), three (3)  
16 manicure tables, or one (1) narrow eighteen inch (18")  
17 folding table satisfactory for manicure practice,

18 c. the proposed school plans shall contain a facial and  
19 skin care room designed to provide maximum sanitation  
20 methods and privacy to patrons. Schools located  
21 within a correctional facility shall be exempt from  
22 having a private facial and skin care room, per ODOC  
23 Policy. All facial and skin care education shall take  
24 place where everyone can see, and

1 d. the space plans shall include break area and locker  
2 space (one locker per student) and separate restroom  
3 facilities for male and female students. Schools  
4 located within a correctional facility are exempt from  
5 having a break area and personal student lockers, per  
6 ODOC policy. Restrooms shall be gender specific to  
7 the institution (e.g. women's facility shall only have  
8 women's restrooms and men's facility shall only have  
9 men's restrooms).

10 4.a. a sanitary drinking fountain or water cooler shall be  
11 provided, maintained, and in good repair at all times.  
12 Schools located within a correctional facility shall  
13 be exempt from having a drinking fountain or water  
14 cooler,

15 b. each school shall have a dispensary room equipped with  
16 a sink plumbed with hot and cold water,

17 c. a school shall provide space for a reception area with  
18 seating capacity of no less than ten (10) persons, and

19 d. interiors of schools shall be maintained in a clean,  
20 sanitary condition, and in good repair.

21 (1) floors in work areas (shampoo and styling areas)  
22 shall be covered with a hard, cleanable surface  
23 of vinyl, linoleum, or other impervious floor  
24

1 covering. Carpet is prohibited for use in school  
2 work areas, and

3 (2) walls and woodwork to a height of five (5) feet  
4 shall be painted or covered with easily cleaned  
5 and washable material.

6 SECTION 7. NEW LAW A new section of law to be codified  
7 in the Oklahoma Statutes as Section 199.23 of Title 59, unless there  
8 is created a duplication in numbering, reads as follows:

9 A. The following minimum equipment is considered by the Board  
10 to be adequate for the appropriate and safe training of no more than  
11 thirty-seven (37) students. The minimum equipment shall be required  
12 for all schools with one (1) to and including thirty-seven (37)  
13 students:

14 1. One (1) school seal;

15 2. One (1) Chart of Anatomy to include:

16 a. bones,

17 b. muscles,

18 c. nerves,

19 d. circulatory system, and

20 e. skin;

21 3. One (1) blackboard (or one (1) white board/smart board);

22 4. Three (3) large wet sanitizers (pan-type with covers);  
23  
24

1        5. One (1) large dry sanitizer with airtight cabinet (without  
2 fumigant) to keep instruments, combs, and brushes after they have  
3 been taken from wet sanitizer;

4        6. One (1) small dry sanitizer for each student (closed dry  
5 cabinet, drawer or other covered box-type container). Schools  
6 located within a correctional facility shall have a dry sanitizer  
7 located in the dispensary area. Individual student containers are  
8 not allowed per ODOC Policy;

9        7. One (1) container with cover for each student to store  
10 soiled brushes/combs, etc., until such time as all items shall be  
11 cleaned and sanitized according to approved rules and methods.  
12 Schools located within a correctional facility shall not have a  
13 container for soiled items. The soiled items shall be cleaned and  
14 disinfected immediately after service is completed;

15       8. Four (4) shampoo basins equipped with shampoo sprays and  
16 connected with hot and cold water (one shampoo basin for each  
17 additional 15 students or major fraction thereof);

18       9. Four (4) shampoo chairs (one for each additional 15 students  
19 or major fraction thereof);

20       10. Four (4) hair dryers - hood or chair type;

21       11. Twelve (12) blow-dryers (one for each additional 15  
22 students or major fraction thereof);

23       12. Twelve (12) curling irons (one for each additional 15  
24 students or major fraction thereof);

1        13. One (1) mannequin for each student;

2        14. Four hundred (400) permanent wave rods and other permanent  
3 wave supplies as necessary;

4        15. Twenty (20) work/styling stations with mirrors;

5        16. Twenty (20) styling chairs;

6        17. Five (5) covered waste receptacles;

7        18. One (1) large closed cabinet for clean towels;

8        19. Four (4) vented, covered containers provided for soiled  
9 linens (towels, capes, and sheets) (one for each additional 15  
10 students or major fraction thereof);

11       20. One (1) large dispensary cabinet. Schools located within a  
12 correctional facility shall hold all supplies for the school.  
13 Supplies shall be checked out and checked in by students/master  
14 instructors, except for metal implements which shall be held in a  
15 locked tool cage and checked in/out by the front desk clerk;

16       21. Subscription to at least three (3) professional cosmetology  
17 related periodicals (electronic periodicals are acceptable);

18       22. Four (4) heaters and irons and/or four (4) electric  
19 pressing combs;

20       23. Five (5) head forms;

21       24. Five (5) wefts;

22       25. Two (2) facial chairs considered adequate for patron  
23 service; reclining, styling, or shampoo are acceptable for student  
24 practice (one for each additional 15 students or major fraction



1 thereof). This is a requirement for a cosmetology school and not a  
2 barber school. Schools located within a correctional facility shall  
3 only be required to have one (1) facial chair due to ODOC Policy;

4 26. One (1) facial supply cabinet (one for each additional 15  
5 students or major fraction thereof). This is a requirement for a  
6 cosmetology school and not a barber school. Schools located within  
7 a correctional facility shall have the facial supply cabinet located  
8 inside the dispensary area;

9 27. Four (4) manicure tables and chairs considered adequate for  
10 patron service. A long, narrow eighteen inch (18") folding table is  
11 acceptable for student practice. This is a requirement for a  
12 cosmetology school and not a barber school;

13 28. One (1) covered hair pin or clippie container for each  
14 student. This is a requirement for a cosmetology school and not a  
15 barber school. Schools located within a correctional facility shall  
16 have a large container of hair pins or clippies that shall be  
17 located in the dispensary room. Students shall check in/out these  
18 items as needed;

19 29. Schools located within a correctional facility shall have a  
20 locked tool cage that holds all metal implements. The tool cage  
21 shall store all shears, thinning shears, razors, toenail clippers,  
22 nail/cuticle trimmers, and metal cuticle pushers. There shall be a  
23 log that documents the check out/in of each tool/implement that the  
24 front desk clerk is responsible for keeping;

1 B. Other additional equipment shall be required if the Board's  
2 inspector shall show evidence that the need for additional equipment  
3 is necessary for the appropriate and safe training in all phases of  
4 cosmetology and barbering to each student enrolled in the school.

5 SECTION 8. NEW LAW A new section of law to be codified  
6 in the Oklahoma Statutes as Section 199.24 of Title 59, unless there  
7 is created a duplication in numbering, reads as follows:

8 A. The one thousand five hundred (1,500) clock hour curriculum  
9 (pure cosmetology) for a privately owned cosmetology school is  
10 prescribed as follows (Note: Hours may be measured in credits and  
11 ratio as recognized by the United States Department of Education or  
12 by a regional or national accreditation entity recognized by the  
13 United States Department of Education.):

14 1. Theory (shall be coordinated with each practical practice  
15 subject as is appropriate throughout the course of training) - one  
16 hundred fifty (150) clock hours;

17 2. Manicuring and pedicuring (including sculptured nails and  
18 tips and other artificial nail application procedures and care) -  
19 ninety (90) clock hours;

20 3. Facials (skin care training includes make-up, arching,  
21 waxing, and/or other methods for nonpermanent hair removal) - one  
22 hundred sixty (160) clock hours;

23 4. Scalp treatments and shampooing/conditioning rinses - thirty  
24 (30) clock hours;

1        5. Hairstyling, including finger waving, the dressing of wigs,  
2 thermal, and blow drying - three hundred (300) clock hours;

3        6. Hair color tints, bleaching and other color treatments - one  
4 hundred seventy (170) clock hours;

5        7. Hair cutting and hair shaping with shears and thinning  
6 shears (scissors), razors, and clippers, (includes beard) - one  
7 hundred eighty (180) clock hours;

8        8. Professional development, establishment management, and  
9 unassigned hours for review, examinations, etc. - one hundred eighty  
10 (180) clock hours;

11       9. Hair restructuring/permanent waving and chemical hair  
12 relaxing - two hundred forty (240) clock hours;

13       10. Total cosmetology hours - one thousand five hundred (1,500)  
14 hours;

15       B. The one thousand five hundred (1,500) clock hour curriculum  
16 (1,000 hours pure cosmetology plus 500 hours of cosmetology related  
17 high school subjects) is prescribed for public school, parochial  
18 school, private school, or home schooled students in the following  
19 situations:

20       1. Cosmetology students that are currently attending high  
21 school, parochial, private school, or a home school;

22       2. Persons that did not otherwise complete their cosmetology  
23 training while registered as a cosmetology student in high school,  
24 parochial school, or a home school;

1           a.    students who shall qualify for training in this matter  
2               shall complete one thousand (1,000) clock hours in a  
3               basic cosmetology course and five hundred (500) clock  
4               hours of approved related subjects. The official  
5               parochial, private school, or home school high school  
6               transcript shall serve as documentation for the five  
7               hundred (500) clock hours of related instruction. The  
8               transcript shall show passing grades in related  
9               subjects and completion of at least the first semester  
10              of the twelfth (12th) grade. Related subjects shall  
11              run concurrently with and shall be in no instance  
12              older than three (3) years at time of enrollment in a  
13              cosmetology school course. The curriculum as follows  
14              has a recommended completion time of two (2) school  
15              years,

16           b.   adult students registered in a cosmetology school are  
17               not eligible to train under the one thousand (1,000)  
18               clock hours pure cosmetology plus five hundred (500)  
19               clock hours of cosmetology related high school  
20               subjects unless qualified under paragraphs 1 and 2 of  
21               subsection B of this section.

22           3.   Theory (shall be coordinated with each practical practice  
23               subject as is appropriate throughout the course of training) - one  
24               hundred fifty (150) clock hours;

- 1        4. Manicuring and pedicuring (including sculptured nails and  
2 tips and other artificial nail application procedures and care) -  
3 sixty (60) clock hours;
- 4        5. Facials (skin care training includes make-up, arching,  
5 waxing, and/or other methods for nonpermanent hair removal) - sixty  
6 (60) clock hours;
- 7        6. Scalp treatments, shampooing/conditioning rinses - thirty  
8 (30) clock hours;
- 9        7. Hairstyling, including finger waving, the dressing of wigs,  
10 thermal, and blow drying - one hundred eighty (180) clock hours;
- 11       8. Hair color tints, bleaching, and other color treatments -  
12 one hundred twenty (120) clock hours;
- 13       9. Hair cutting and hair shaping with shears and thinning  
14 shears (scissors), razors, and clippers (includes beard)- one  
15 hundred twenty (120) clock hours;
- 16       10. Professional development, establishment management, and  
17 unassigned hours for review, examinations, etc. - one hundred (100)  
18 clock hours;
- 19       11. Hair restructuring/permanent waving and chemical hair  
20 relaxing - one hundred eighty (180) clock hours;
- 21       12. Cosmetology related subjects - five hundred (500) clock  
22 hours;
- 23       13. Total cosmetology hours- one thousand five hundred (1,500)  
24 clock hours;

1 C. The one thousand five hundred (1,500) clock hour curriculum  
2 (pure cosmetology) for 501 (c)(3) non-profit tax exempt schools is  
3 prescribed as follows (Note: Hours may be measured in credits and  
4 ratio as recognized by the United States Department of Education or  
5 by a regional or national accreditation entity recognized by the  
6 United States Department of Education.):

7 1. Theory (shall be coordinated with each practical practice  
8 subject as is appropriate throughout the course of training) - one  
9 hundred fifty (150) clock hours;

10 2. Manicuring and pedicuring (including sculptured nails and  
11 tips and other artificial nail application procedures and care) -  
12 ninety (90) clock hours;

13 3. Facials (skin care training including make-up, arching,  
14 waxing, and/or other methods for nonpermanent hair removal) - one  
15 hundred sixty (160) clock hours;

16 4. Scalp treatments and shampooing/conditioning rinses - thirty  
17 (30) clock hours;

18 5. Hairstyling, including finger waving, the dressing of wigs,  
19 thermal, and blow drying - three hundred (300) clock hours;

20 6. Hair color tints and bleaching and other color treatments -  
21 one hundred seventy (170) clock hours;

22 7. Hair cutting and hair shaping with shears and thinning  
23 shears (scissors), razors, and clippers (includes beard) - one  
24 hundred eighty (180) clock hours;

1        8. Professional development, establishment management, and  
2 unassigned hours for review, examinations, etc. - one hundred eighty  
3 (180) clock hours;

4        9. Hair restructuring/permanent waving and chemical hair  
5 relaxing - two hundred forty (240) clock hours; and

6        10. Total cosmetology hours - one thousand five hundred (1,500)  
7 clock hours;

8        D. A basic cosmetology student's minimum training supplies are  
9 required as follows:

10        1. One (1) approved text on theory of cosmetology;

11        2. One (1) razor-type hair shaper and shaper blades;

12        3. One (1) pair each hair cutting shears and thinning shears;

13        4. One (1) cuticle nipper for fingernails and one (1) nipper  
14 for toenails;

15        5. One (1) cuticle scissors;

16        6. One (1) nail brush;

17        7. One (1) nail file or package of emery boards;

18        8. One (1) tweezer;

19        9. Six (6) assorted hair brushes;

20        10. Twelve (12) combs (including tail, all-purpose, and/or  
21 barber-type);

22        11. One (1) curling iron;

23        12. One (1) shampoo cape;

13. Appropriately disinfected set of manicuring implements for student training use on each patron;
14. Toenail clipper;
15. Permanent wave rods;
16. Other hair restructuring supplies;
17. An adequate supply of applicator bottles and chemical bowl and brush;
18. An adequate supply of protective gloves (disposable);
19. An adequate supply of neck strips;
20. An adequate supply of hair clippers;
21. An adequately supplied products dispensary to appropriately train students in cosmetology classes; and
22. Visual aid equipment in addition to the chalk or marker board.

E. Schools located within a correctional facility shall have all supplies, other than textbooks, stored in the dispensary area and/or the locked tool cage.

SECTION 9. NEW LAW A new section of law to be codified in the Oklahoma Statutes as Section 199.25 of Title 59, unless there is created a duplication in numbering, reads as follows:

A. Curriculum training shall include the study of electricity, safety measures, and chemistry and shall be carried through all classes in which it is used. Mannequin practice shall be given to each student.



1       B. A student who has completed the training in the basic  
2 courses in a cosmetology and/or barbering school or as an apprentice  
3 who completed the course in an establishment, shall have had the  
4 required amount of patron practice by working under actual  
5 cosmetology/barbering establishment conditions so that he or she  
6 should be able to:

7       1. Perform any ordinary operation satisfactorily and in the  
8 same amount of time customarily allotted to that operation in an  
9 establishment;

10       2. Conduct a consultation on any ordinary cosmetology or  
11 barbering subject and prescribe proper treatment; and

12       3. Mix any preparation used in an establishment.

13       C. Establishment management shall include purchasing, price  
14 determination, selling, appointment scheduling, dispensing of  
15 supplies, and personal management.

16       D. The teaching of wig styling and hairpieces shall consist of  
17 training in the proper fitting, dressing, styling, and arranging of  
18 wigs and hairpieces.

19       E. State Cosmetology and Barbering Law and Board rules and  
20 regulations shall be taught in all courses.

21       F. A school owner shall maintain an adequate dispensary room  
22 with supplies necessary for school operation and student training.

23       G. A student enrolled in a school shall not be allowed to work  
24 on the public until such time as he or she has received at least one

1 hundred fifty (150) clock hours or equivalent number of credit hours  
2 of training spent in classroom theory and in mannequin or student  
3 practice under the direct supervision of a licensed instructor.

4 H. A basic cosmetology or barber student who fails to complete  
5 the course and registers in the manicurist, cosmetician, or  
6 facialist course may be credited with ten percent (10%) of the  
7 previously accumulated hours. A manicurist, cosmetician, facialist,  
8 or barber student who fails to complete the course and registers in  
9 the basic cosmetology or barber course may be credited with ten  
10 percent (10%) of the previously accumulated hours.

11 I. If a person who holds a current Board license and registers  
12 in any course other than a master instructor course, a credit of two  
13 hundred twenty-four (224) clock hours is allowed.

14 J. 1. Cosmetology and barber schools shall teach the  
15 curriculum for each course approved by the Board. A copy of current  
16 curriculum shall be on file with the Board. The curriculum shall be  
17 proven by a schedule which shall be posted, followed, and made  
18 available to students. The schedule may be interrupted for a period  
19 not to exceed more than eight (8) hours per month for assembly  
20 purposes;

21 2. Schools located within a correctional facility may have  
22 times that arise where school shall be interrupted due to facility  
23 lockdowns for an unknown amount of time. When this arises, the  
24

1 school shall have to remain closed until the lockdown is complete.

2 Once the lockdown is complete, school shall resume as normal.

3 K. If a school stays open more than eight (8) hours per day, a  
4 curriculum and schedule shall be submitted to the Board covering  
5 extra hours.

6 L. An evening school cannot be approved unless information as  
7 to the instructors in charge and a curriculum and schedule for each  
8 course to be taught is submitted to the Board before beginning  
9 evening classes. A student may attend both day and evening classes,  
10 provided the entire time does not exceed eight (8) hours daily. A  
11 schedule shall be submitted to each student training in such manner.

12 M. Each manager, instructor or other person shall exercise the  
13 greatest care in keeping his or her person and all instruments used  
14 in school in the cleanest possible condition. Each manager,  
15 instructor, or other person shall be knowledgeable of the more  
16 communicable diseases and the techniques necessary to prevent the  
17 transmission of disease.

18 SECTION 10. NEW LAW A new section of law to be codified  
19 in the Oklahoma Statutes as Section 199.26 of Title 59, unless there  
20 is created a duplication in numbering, reads as follows:

21 A. Demonstrators and guest lecturers. Teaching in a school  
22 shall be done by licensed instructors only. Professional persons in  
23 fields related to cosmetology and barbering may lecture in schools.

1 B. The total time given to product demonstrations or lectures  
2 shall not exceed eight (8) hours per month in any one school.

3 C. No person may demonstrate a product in a cosmetology school  
4 unless the person is licensed by the Board.

5 D. Schools shall maintain a current list of substitute  
6 instructors.

7 1. The list of current instructors shall contain names,  
8 addresses and phone numbers in the event of emergencies, vacations,  
9 leaves, or absence to assure appropriate instruction for the number  
10 of students enrolled.

11 2. Any substitute instructor in any school shall possess a valid  
12 instructor license issued by the Board in order for hours of  
13 training to be credited to a student.

14 3. Schools located within a correctional facility shall be  
15 allowed to have licensed instructors that have a valid ODOC  
16 volunteer badge. These shall not be employees, but licensed  
17 instructors that donate their time to teaching within the  
18 correctional facility.

19 E. If the owner of a school is the only instructor or one of  
20 the minimum number of instructors required for the number of  
21 students enrolled and registered in the school, the owner instructor  
22 shall devote full time to the instruction of courses of study during  
23 school training hours.

1 F. Each school owner is required to notify the Board in writing  
2 of any changes in cosmetology staff or instructors.

3 SECTION 11. NEW LAW A new section of law to be codified  
4 in the Oklahoma Statutes as Section 199.27 of Title 59, unless there  
5 is created a duplication in numbering, reads as follows:

6 A. A part-time schedule shall be submitted and approved by the  
7 Board. Students shall attend a clock hour school at least three (3)  
8 hours per day, five (5) days per week, or a total of fifteen (15)  
9 hours per week.

10 B. Due to lockdown or outside medical appointments applicable  
11 to schools located within a correctional facility, students may not  
12 be allowed to attend the fifteen (15) hours a week minimum.  
13 Students shall only be allowed to miss the fifteen (15) hour  
14 required minimum if the institute is on lockdown, or if they have  
15 proof of an outside medical appointment.

16 C. In addition to maintaining a current record of student  
17 hours, clock hour schools shall keep a record of daily attendance.  
18 Students registered in a clock hour school shall sign in or clock in  
19 and out of each class daily.

20 D. Credit hour schools shall maintain a current record of  
21 credit hours earned by each student and turned in at the end of each  
22 term.

23

24

1 E. Clock and credit hour schools shall maintain a record of  
2 clinic practical practices and theory credit or clock hours earned  
3 by each student.

4 F. School shall retain records of students for three (3) years.

5 G. All attendance and educational records shall be available  
6 during inspection or upon request of the Board as allowed under the  
7 Cosmetology and Barbering Act.

8 H. All clock hour schools shall be required to submit a report  
9 of all student hours earned to the Board monthly and shall be due by  
10 the tenth of the following month. All hours shall be submitted as  
11 follows: Private school hours shall reflect day and evening  
12 classes, the student's name, file/registration number, and  
13 accumulated hours received. Public school hours shall reflect the  
14 instructor who teaches the program and program taught, whether day  
15 or evening class, student's name, file/registration number, and  
16 hours received by the student.

17 SECTION 12. NEW LAW A new section of law to be codified  
18 in the Oklahoma Statutes as Section 199.28 of Title 59, unless there  
19 is created a duplication in numbering, reads as follows:

20 A. Licenses shall be posted in a place easily viewed by the  
21 public.

22 1. A current two inch by two inch (2" x 2") photo of the  
23 licensee is required to be posted with each license or work permit;  
24

1        2. Student and apprentice registration receipts and student  
2 permits to work shall be posted conspicuously;

3        3. Posting at individual work/styling station in an  
4 establishment may be required for inspection and identification  
5 purposes;

6        4. Schools located within a correctional facility shall have  
7 all licenses, work permits, registration receipts, and student  
8 permits posted on a conspicuously placed bulletin board;

9        B. The Board Sanitation and Disinfection Rules shall be posted  
10 in each establishment.

11        C. The code of ethics shall be posted in each school.

12        D. Current inspection reports shall be posted in a place easily  
13 viewed by the public.

14        E. All persons practicing in a salon shall be required to have  
15 a current form of photo identification on their person and be  
16 prepared to produce it to the inspector at the time of inspection.

17        SECTION 13. This act shall become effective November 1, 2024.

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19        59-2-10259        MAH        02/19/24

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