

TITLE 3
LEGISLATIVE RULES
BOARD OF BARBERS AND BEAUTICIANS
SERIES 2
QUALIFICATIONS, TRAINING, EXAMINATION AND REGISTRATION
OF INSTRUCTORS IN BARBERING AND BEAUTY CULTURE

§3-2-1. General.

1.1. Scope. -- These legislative rules establish the qualifications, training, examination and registration of instructors in barbering or beauty culture.

1.2. Authority. -- W. Va. Code §30-27-1

1.3. Filing Date. -- August 3, 1972

1.4. Effective Date. -- September 3, 1972

1.5. Refiling date. -- December 30, 1982

§3-2-2. Application and enforcement.

2.1. Application. -- These legislative rules apply to any person seeking licensure as an instructor in barbering or beauty culture.

2.2. Enforcement. -- The enforcement of these legislative rules is vested in the Director of the West Virginia Board of Barbers and Beauticians.

§3-2-3. Age limit for instructors.

An applicant for registration as a student instructor in barbering or beauty culture must be at least eighteen (18) years of age, and to be eligible to apply for examination and registration as a regular instructor, must be at least twenty-one (21) years of age.

§3-2-4. Minimum basic educational requirements.

4.1. All applicants seeking registration as a student, or regular, instructor in barbering or beauty culture must have completed the twelfth grade of free school education, or its equivalent, as certified by the State Board of Education, or someone in authority to issue such record of education.

4.2. During the period of training as student instructor, all applicants must complete a minimum of

fifteen hours (15) college credits (a minimum of two hundred fifty (250) clock hours) on assigned subjects or subjects having the equivalent subject content, as indicated under minimum college requirements in these regulations.

4.3. Applicants aspiring for registration as an instructor in beauty culture must during the prescribed training period, secure a hair styling certificate from an advanced hair styling school, approved by the Board, which certificate, or a copy thereof, shall become a part of the application for examination and/or registration as a regular instructor in beauty culture.

4.4. No applicant may secure student registration and/or renewal for a gross period of more than three (3) years. All applicants will secure the required and prerequisite training necessary to qualify for examination and registration during the three (3) year period, and must at all times during practice teaching be under the supervision of a regularly registered instructor.

§3-2-5. General regulations.

5.1. All applicants for registration as an instructor in barbering or beauty culture must have been graduated from a recognized school of barbering or beauty culture, as the case may be, and just be registered to practice his profession in this State. Junior barbers and beauticians may qualify as student instructors: Provided, That they have the proper qualifications and are approved for such training by the Board.

5.2. It is the duty of all school owners who expect to employ a student instructor to interview properly the applicant and make a recommendation to the Board, in writing, giving their opinion of all such applicants, to accompany the application for student registration. Progress reports must be submitted, at least, annually on all student instructors employed in any barber or beauty school.

5.3. An applicant from another state, seeking registration as an instructor, may be considered eligible for registration by reciprocity: Provided, That the applicant has acquired training in another state equal to that prescribed in this State, and is otherwise able to meet the general requirements in effect at the time of making application for such registration.

5.4. An applicant for registration as an instructor who has practiced barbering or beauty culture for a period of five (5) years in the state prior to making application for such registration, who possesses the required college credits indicated in these regulations, and in the case of a beautician who has acquired an acceptable certificate in advanced hair styling, may secure registration as a student instructor and qualify for examination as a regular instructor after serving two (2) years as a student instructor in a duly licensed school of barbering and beauty culture in this State.

5.5. An applicant meeting all requirements set forth in these regulations, who has been recorded as making good grades during the training period and has earned a recommendation from the school owner where employed, may be registered as a regular instructor without submitting to an examination, at the discretion of the Board at the end of the training period. Otherwise, all applicants will submit to the regular instructors examination to secure a certificate of registration.

5.6. An applicant, in order to renew a certificate of registration as an instructor, must have been employed full time for at least three (3) consecutive months within the calendar year as an instructor in an approved school of barbering or beauty culture. In the event an applicant has not been so employed, such applicant shall submit to an examination before the Board and complete a six (6) month "In-Service" training program in a state-approved barber or beauty college.

5.7. The examination for instructors shall consist of a written, oral and demonstrative examination and shall include such subjects as the Board deems germane to the examination to determine the qualifications and fitness of an applicant to teach barbering or beauty culture.

5.8. Approved schools of advanced hair styling will be those listed from time to time by the Board as being acceptable for advanced training in hair styling. A

list of all such approved schools will be furnished by the Board upon request. An advanced hair styling certificate from a school not approved by the Board will not be acceptable as evidence in the proficiency of advanced hair styling to make an applicant eligible for examination as an instructor.

5.9. All certificates, records or transcripts of training required to make an applicant eligible for examination, or registration as an instructor, submitted with an application becomes the property of the Board.

5.10. The certificate of registration as a student, or regular, instructor in barbering or beauty culture may be revoked by the Board for any reason specified in the law authorizing the Board to revoke, suspend or fail to renew the certificate of registration of a regular barber or beautician. Any such certificate of registration so revoked as a regular barber or beautician will automatically include the certificate of registration as instructor.

5.11. Any person whose certificate of registration as instructor has been suspended or revoked for good and sufficient reasons, including incompetency or gross neglect in teaching barbering or beauty culture, may at the discretion of the Board be entitled to practice barbering or beauty culture in this State, but will forfeit all rights to act in any capacity in connection with the teaching of barbering or beauty culture in this State.

5.12. Every person registered in any capacity as instructor in this State must keep his certificate of registration or renewal posted conspicuously in the school wherein he is employed.

5.13. No instructor shall teach any subject in any school of barbering or beauty culture not listed by the Board as a required subject in the curriculum governing the teaching of barbering or beauty culture in this State.

5.14. The fee for registration, or renewal, as a student instructor shall be fifty dollars (\$50.00). The examination, or reciprocity, fee for an applicant as instructor shall be the sum of twenty-five dollars (\$25.00) plus the required fifty dollar (\$50.00) registration fee.

§3-2-6. Renewal of instructor's certificate of registration.

6.1. All applicants desiring to renew a certificate of registration as instructor are required to submit evidence of having met the following qualifications. (Inactive status as an instructor does not exempt an applicant from complying with this regulation.)

6.1.1. Within each two (2) year period, acquire a minimum of three (3) hours additional credits in approved subjects relating to the art of teaching: Provided, That senior applicants who have renewed a certificate of registration as an instructor for seven (7) years over a nine (9) year period, shall be exempt from complying with Part 1 of this regulation pertaining to additional college credits for teaching. These credits may be obtained in any state college or university approved for the original training of instructors, or in seminars endorsed by the State Board of Barbers and Beauticians. Hours and credits earned for attending annual and semiannual seminars will be established by the Board in cooperation with the State Supervisor of Trade and Industrial Education, State Department of Education and other agencies in or out of state where such seminars may be held.

6.1.2. Within each two (2) year period, renew the certificate indicating proficiency in advanced hair styling, in an approved school of advanced hair styling. (This applies to instructors in beauty culture only.)

6.1.3. Every person now registered as a regular instructor on the effective date of this regulation, who has not been employed in an approved school of barbering or beauty culture for at least three (3) consecutive months within the calendar year, shall in order to renew the certificate of registration submit to an examination before the Board and complete a six (6) month "In-Service" training program in a state approved barber or beauty college.

6.2. All instructor's certificates of renewal expire

with the calendar year.

6.3. The requirements indicated in these regulations for instructors in barbering and beauty culture represent the minimum standards for teacher training. In order to maintain well-trained teachers, an "In-Service" training program should be continued in the art of pedagogy.

§3-2-7. Minimum college requirements for instructors in barbering and beauty culture in West Virginia.

7.1. Subjects and required hours: (See Table 3-2A found at the end of this regulation.)

A minimum of two hundred fifty (250) clock hours is required.

7.2. The first five (5) courses listed may be taken in any junior college or degree-granting institution approved by the State Board of Education. The courses may be taken either on campus or in extension. Students who satisfy the admission requirements of an institution and the prerequisites for a course may enroll for college credit. Students who do not meet the prerequisites for a course may audit the course. If the student takes work for credit, he will establish credit with the State Board of Barbers and Beauticians by having the transcript of the credit earned sent to the Board.

7.3. If a student audits a course, he shall be required to present a statement by the instructor of the course, indicating that the student has participated in all class activities and has performed satisfactorily. If a student audits a course, the instructor's statement shall indicate the number of clock hours for which the class was scheduled. The student shall be responsible for having the instructor send the above statement to the State Board of Barbers and Beauticians, thereby

TABLE 3-2A

	<u>Semester Hours</u>	<u>Clock Hours</u>
* Psychology of Learning	2-3	30-45
* Methods of Teaching	2-3	30-45
* Audio-Visual Aids	2-3	30-45
* Public Speaking	2-3	30-45
English Composition	2-3	30-45
Summer Short Course		30
Seminars		<u>50</u>
Total		230-305

* Required courses.