



WEST VIRGINIA SECRETARY OF STATE
KRIS WARNER
ADMINISTRATIVE LAW DIVISION

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 Office of West Virginia
 Secretary Of State

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED
 BY THE WEST VIRGINIA LEGISLATURE**

AGENCY: Barbers And Cosmetologists TITLE-SERIES: 3-13
 RULE TYPE: Legislative Amendment to Existing Rule: Yes Repeal of existing rule: No
 RULE NAME: BARBER APPRENTICESHIP
 CITE STATUTORY AUTHORITY: W. Va. Code §30-27-8(a).

The above rule has been authorized by the West Virginia Legislature.

Authorization is cited in (house or senate bill number) 4265

Section HB Passed On 3/14/2026 12:00:00 AM

This rule is filed with the Secretary of State. This rule becomes effective on the following date:

April 27, 2026

This rule shall terminate and have no further force or effect from the following date:

August 01, 2036

BY CHOOSING 'YES', I ATTEST THAT THE PREVIOUS STATEMENT IS TRUE AND CORRECT.

Yes

Danielle J Cordle -- By my signature, I certify that I am the person authorized to file legislative rules, in accordance with West Virginia Code §29A-3-11 and §39A-3-2.

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**TITLE 3
LEGISLATIVE RULES
WEST VIRGINIA BOARD OF BARBERS AND COSMETOLOGISTS**

**SERIES 13
BARBER APPRENTICESHIP**

§ 3-13-1. General.

1.1. Scope. -- This legislative rule establishes a barber apprenticeship.

1.2. Authority. -- W. Va. Code §30-27-8(a).

1.3. Filing Date. – April 27, 2026.

1.4. Effective Date. – April 27, 2026.

1.5. Sunset Provision: This rule shall terminate and have no further force or effect on August 1, 2036.

§ 3-13-2. Definitions.

2.1. “Barber Apprentice” means a permitted person seeking to learn barbering under a permitted master barber.

2.2. “Apprenticeship Provider” means a permitted licensed barber that instructs and is responsible for a barber apprentice during the time of the apprenticeship.

2.3. “Barber Apprenticeship” means the program in which a apprenticeship provider instructs a barber apprentice in the profession of barbering which includes theory and practical instruction.

2.4. “Paying Customer” means an individual paying for services.

2.5. “Cosmetologist” means a person licensed under the provisions of W. Va. Code §30-27 who engages in the practice of cosmetology.

§ 3-13-3. Qualifications for a Barber Apprentice.

3.1. To be eligible to practice as a barber apprentice an applicant:

3.1.1. Is at least sixteen years of age;

3.1.2. Has a high school diploma, a GED, or has passed the “ability to benefit test” approved by the US Department of Education;

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3.1.3. Has paid the application fee;

3.1.4. Has a certificate of health from a licensed physician;

3.1.5. Is a citizen of the United States or is eligible for employment in the United States; and

3.1.6. Has submitted completed application to the Board.

§ 3-13-4. Qualification for a Apprenticeship Provider Offering Barber Apprenticeship

4.1. To be eligible to be a apprenticeship provider, a licensee:

4.1.1. Has had an active Barber license in West Virginia for at least five years;

4.1.2. Has worked in a licensed barber shop in West Virginia or in another state for the last five years with at least two barber chairs in the barber shop;

4.1.3. Has consistent history of satisfactory inspections conducted by Board's agent at shop.

4.1.4. Has an individual license currently in good standing with the Board; and works in a barber shop currently in good standing with the Board;

4.1.5. Has paid the application fee; and

4.1.6. Has submitted completed application to the Board.

§ 3-13-5. Apprentice Requirements

5.1. To obtain a barber's license a barber apprentice:

5.1.1. Shall complete 2,400 hours of apprenticeship training offered solely by a apprenticeship provider or in conjunction with a school or in conjunction with a Board pre-approved online theory educational program for teaching theory courses.

5.1.2. Shall complete the curriculum listed in Table 1.

5.1.3. Shall obtain a work permit from the Board immediately after completing apprenticeship hours and while waiting to take the examination. A work permit can only be issued if the applicant is registered for the upcoming examination and can only be renewed once.

5.1.4. Shall complete theory work focusing on General Professional Information, Science of Barbering, and Professional Barbering categories, as indicated in Table 1, before commencing practical work on a mannequin.

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5.1.5. Shall use Milady Barbering Textbook or Pivot Point Barbering Textbook, less than 5 years from published date, for apprenticeship theory work.

5.1.6. Shall successfully pass each chapter review examination with at least a 70% and shall retain each examination for a period of two years after completion of apprenticeship program.

5.1.7. Shall complete apprenticeship program within 30 months of commencing studies.

5.1.8. Shall have direct supervision from the registered Apprenticeship Provider while performing services.

5.1.9. Shall work with Apprenticeship Provider to ensure accurate record keeping including, but not limited to, daily hours attended, number of customers serviced, hours spent learning theory, and other information to assist with ensuring completion of the apprentice program. A Board created and required records form will be issued to the apprentice and Apprenticeship Provider. Tracking of hours, services, and education progress will be indicated on the form.

5.1.10. Shall keep all records on file at the Apprenticeship Provider's shop for inspection by the Board or its agents.

5.1.11. Shall have access to all records pertaining to his/her apprenticeship within three days of request from the Apprenticeship Provider.

5.1.12. Shall submit to questions from Board's agent pertaining to sanitation steps and processes used.

5.1.13. Shall submit an application for registration for licensure after completing apprenticeship and passing the barber examination.

§ 3-13-6. Apprenticeship Provider Requirements.

6.1 To be a Apprenticeship Provider, a licensed barber shall:

6.1.1. Follow the curriculum listed in Table 1.

6.1.2. Promote good attendance from apprentice that would ensure completion of the barber apprenticeship within 30 months of commencing studies.

6.1.3. Ensure apprentice completes at least 150 hours of practical work on a mannequin and is professionally competent before practicing on a live individual in a licensed facility.

6.1.4. Grade and oversee completion of theory work and written examinations.

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6.1.5. Oversee and check all practical work performed during the apprenticeship.

6.1.6. Use Milady Barbering Textbook or Pivot Point Barbering Textbook, less than 5 years from published date, for apprenticeship theory work.

6.1.7. Keep accurate records to include name of apprentice(s), daily hours attended, number of customers serviced, hours spent learning theory, and other information to assist with ensuring completion of the apprentice program.

6.1.8. Submit monthly records electronically to the Board on a form provided by the Board.

6.1.9. Have no more than two apprentices at any time.

6.1.10. Assume professional responsibility over apprentice at all times while apprentice is in the shop and must have direct supervision over apprentice while apprentice is performing services.

6.1.11. Perform frequent practical demonstrations for the apprentice to include haircuts, shaves, styling, and other techniques commonly used by licensed barbers. Demonstrations may be done on paying customers or a mannequin.

6.1.12. Submit to inspection of shop, apprentice documents, and other required records ensuring compliance with this rule and other rules created by the Board.

§ 3-13-7. Apprenticeship Provider Shop Requirements

7.1. Shop shall have at least two working hydraulic chairs.

7.2. Shop shall maintain proper equipment in good repair and products to perform daily services typically offered in a barber shop.

7.3. Shop shall have and post a sign clearly visible to the public indicating a barber apprentice is on staff and shall have service prices indicating the cost for barber apprentice.

§3-13-8. Cosmetologist Requirements for Barber Apprenticeship

8.1 A cosmetologist who wants to obtain licensure as a barber through an apprentice program shall:

8.1.1. Submit application to the Board;

8.1.2. Pay the applicable issuance fee;

8.1.3. Have a West Virginia license in good standing;

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8.1.4. Graduate from a school of cosmetology and complete the required clock hours of training in clipper cuts and face shaving in theory work, practical work, and demonstration observations, for a total of 2,100 hours pursuant to W. Va. Code §30-27.

8.1.5. Complete the apprenticeship program within 6 months of commencing studies.

§ 3-13-9. Revocation of Apprenticeship Provider and Barber Apprentice Permit

9.1. The permit of a Apprenticeship Provider and Barber Apprentice may be revoked or suspended by the Board for any reason specified in W.Va. Code § 30-27-1 *et seq.*

§ 3-13-10. Administrative Due Process

10.1. Those persons adversely affected by the enforcement of this rule have the right to request a hearing in a manner pursuant to the provisions of W.Va. Code § 30-27-1 *et seq.*

TABLE 1
(Option 1: Full Apprenticeship in a Shop Under Apprenticeship Provider)

General Professional Information
<p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Professional Development · Effective Communication · Human Relations · Business Management/Ownership · State Law · Sanitation in the Licensed Facility · Sanitation Processes and Guidelines · First Aid · General Infection Control
Introduction into Barbering
<p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Course Outlines · Study Skills · Professional Image as a Student and Future Licensee
The Science of Barbering
<p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Microbiology · Infection Control Specifically to Barbering · Implements, Tools, and Equipment · Anatomy and Physiology · Chemistry · Electricity · Properties and Disorders of the Skin, Hair, and Scalp · Chemical Texture Services and Hair Coloring (Optional)

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Professional Barbering

In this section, students will learn by watching demonstrations of the items below, reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:

- Treatment of the Hair and Scalp
- Shaving and Facial Hair Design
- Men's Haircutting and Styling
- Men's Hair Replacements

Total Barbering Program

TOTAL HOURS-2,400

TABLE 2

(Option 2 Part 1: Theory of Apprenticeship at a School)

<p>General Professional Information</p> <p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Professional Development · Effective Communication · Human Relations · Business Management/Ownership · State Law · Sanitation in the Licensed Facility · Sanitation Processes and Guidelines · First Aid · General Infection Control
<p>Introduction into Barbering</p> <p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Course Outlines · History of Barbering · Study Skills · Professional Image as a Student and Future Licensee
<p>The Science of Barbering</p> <p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Microbiology · Infection Control Specifically to Barbering · Implements, Tools, and Equipment · Anatomy and Physiology · Chemistry · Electricity · Properties and Disorders of the Skin, Hair, and Scalp

Professional Barbering

In this section, students will learn by watching demonstrations of the items below, reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:

- Treatment of the Hair and Scalp
- Shaving and Facial Hair Design
- Men's Haircutting and Styling
- Men's Hair Replacements

TABLE 3

(Option 2 Part 2: Practical Work in a Shop Under Apprenticeship Provider)

The Science of Barbering/General Professional Information (continued)
<p>In this section, students will learn by reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Microbiology · Infection Control Specifically to Barbering · Implements, Tools, and Equipment · Anatomy and Physiology · Chemistry · Electricity · Properties and Disorders of the Skin, Hair, and Scalp · Sanitation in the Licensed Facility · Sanitation Processes and Guidelines · First Aid · General Infection Control
Professional Barbering
<p>In this section, students will learn by watching demonstrations of the items below, reading required textbook, lectures from Apprenticeship Provider, and chapter review examinations:</p> <ul style="list-style-type: none"> · Treatment of the Hair and Scalp · Shaving and Facial Hair Design · Men's Haircutting and Styling · Men's Hair Replacements