

## **TRAINING REQUIREMENTS FOR BARBER SCHOOLS AND OJT INSTRUCTORS**

1. An applicant is not considered enrolled until the date of issuance of a student/OJT permit by this Board. Therefore, students cannot receive hours PRIOR to a permit being issued to them.
2. Training permits are not transferrable. Switching instructors/barber shops or school locations without prior approval of the Board is a violation of the South Carolina Code of Laws and South Carolina Code of Regulations.
3. Each student must have the proper training materials (i.e.- kit, textbook, workbook, implements, etc.) PRIOR to accruing training hours.
4. Monthly hour sheets are due to the Board's office by the 10<sup>th</sup> of each month even if the student earned zero (0) hours. You may mail, e-mail – [BoardInfo@llr.sc.gov](mailto:BoardInfo@llr.sc.gov), or hand deliver the monthly forms to the Board's office by the deadline. **Monthly hour sheets must be signed by the student and the instructor.**
5. Students must receive a copy of their monthly hour sheets and the hours must be verified through a working time clock. The school or OJT instructor must maintain copies of the students' daily hours, monthly hours and chapter assignments.
6. If a student withdraws or graduates, a training affidavit must be forwarded to the Board's office along with the training permit within five (5) business days.

### **OJT INSTRUCTORS**

(In addition to the above information):

7. If you have a registered barber license (BRB) and a barber instructor license (BI), your students must receive training to be a registered barber and can only sit for the registered barber examination.
8. If you have a master hair care license (BMH) and a barber instructor license (BI), your students may receive training to be a registered barber or a master hair care specialist. However, if your students DO NOT receive training regarding chemical services they will not be allowed to sit for the master hair care examination.
9. You are responsible for:
  - a. Using a Board-approved textbook for instructional purposes;
  - b. Assessing the theoretical and hands-on demonstration of your students in preparation for successful passage of the NIC examination (Theory and Practical); and

- c. Providing the same textbooks; workbooks; and exam review books used in a barber school and you must provide at least one (1) hour of textbook/workbook instruction per day (more may be provided where applicable).

**APPROVED TEXTBOOKS, WORKBOOKS AND EXAM REVIEW BOOKS:**

Pivot Point Fundamentals: Barbering, (101B – 113B); ©2018 Pivot Point International, Inc.

1st Edition, 1st Printing, March 2018

ISBN 978-1-940593-96-8

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247, Ext. 7368

Milady's Standard Professional Barbering

2017, 6<sup>th</sup> Edition

[www.miladypro.com](http://www.miladypro.com)

Customer Service:

[info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

**SUPPLEMENTAL REFERENCES**

Milady's Standard Professional Barbering

2011, 5<sup>th</sup> Edition

Milady

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# BARBER SCHOOL AND ON THE JOB TRAINING CURRICULUM

## HOURS

1. Hygiene and Good Grooming—the hair, nails, skin and posture .....	45
2. Professional Ethics---ethical conduct and attitudes .....	30
3. Bacteriology, Sterilization and Sanitation---types of bacteria, methods of sterilization .....	35*
4. Implements--- introduction and use .....	8
5. Shaving---fundamentals and preparation .....	10*
6. Men’s Haircutting---fundamentals, implements, preparation, tapered cuts, clipper cuts, clipper techniques, shear and comb, thinning, facial types and modern trends .....	450
7. Cutting and Styling Curly and Over-Curly Hair---hair structure, special problems and methods .....	150
8. Mustaches and Beards--- designing and techniques of cutting .....	15
9. Shampooing and Rinsing---methods, positions and types .....	50
10. Hair and Scalp Treatment---recommended treatments and massage methods .....	35
11. Facial Treatment---theory of massage, benefits and results, procedures and nerves .....	15
12. Razor Haircutting---men’s and women’s, principles, types of razors and safety .....	45
13. Hair Waving and Curling---blow drying and curling iron techniques .....	50
14. Permanent Waving---men and women, types of perms, sectioning and blocking, special problems and aftercare .....	150*
15. Men’s Hairpieces---fitting, types of hairpieces and service .....	25
16. Disorders of the Skin, Scalp and Hair---diseases and treatments .....	35
17. Anatomy and Physiology---the body and its functions .....	10*
18. Shop Management .....	35
19. Retailing .....	35
20. Licensing Laws .....	5
21. History of Barbering .....	5
22. Orientation and Introduction of School Staff and Policy .....	5
23. Honing and Stropping .....	8
24. Chemical Hair Relaxing---introduction, chemical processing and safety precautions .....	40*

25. Hair Coloring---temporary, permanent, semi-permanent, application and lightening .....	90*
26. Electricity and Light Therapy---usage and precautions .....	5
27. Chemistry---product knowledge, organic and inorganic chemistry reaction to hair and skin .....	90*
28. Testing .....	24

**TOTAL HOURS FOR BARBER SCHOOL STUDENTS: 1500**

**\*TOTAL HOURS FOR STUDENTS WHO COMPLETE OJT: 1920**

**\*OJT Instructors must add 420 hours towards sanitation; sciences and shaving (this includes #3; #5, #14, #17, #24, #25 and #27).**

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