

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 10th of each month even if the student earned zero (0) hours. You may upload the monthly forms through the LLR e-Service Portal 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.

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Pivot Point International, Inc.

www.pivot-point.com

Contact: Debbie Mack dmack@pivot-point.com

800-886-4247, Ext. 7368

Milady's Standard Professional Barbering

2017, 6th Edition

www.miladypro.com

Customer Service:

info@milady.com

800.998.7498 ext. 2700

SUPPLEMENTAL REFERENCES

Milady's Standard Professional Barbering

2011, 5th Edition

Milady

www.miladypro.com

Customer Service:

info@milady.com

800.998.7498 ext. 2700

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PSI Services LLC

test-takers.psiexams.com

examschedule@psionline.com

855.340.3701