

**South Carolina Board of Barber Examiners**  
**OJT Overview Meeting**  
**July 19, 2021 021 9:00 a.m.**  
***Via Videoconference***

**1. Meeting Called to Order**

Chairman Paul Robinson called the meeting to order at 9:01a.m.

Staff members in attendance via videoconference included Theresa Brown, Administrator; Mary League, Advice Counsel; Kimberly Brooks, Staff; and Patrice Deas, Staff

**2. Review of Statutes and Regulations**

The purpose of the Overview meeting is to inform prospective OJT students and instructors of what is required of each of them. The OJT Overview is a requirement for obtaining an OJT student permit.

Topics addressed by Mr. Robinson included:

- Pass rates for OJT students have been low, which is the reason for requiring the OJT overview.
- Students are not considered enrolled until they receive a permit. Hours cannot be earned prior to that.
- Permits are not transferable to a different shop or instructor.
- Acceptable teaching materials were reviewed. Each student should have their own book, workbook, and kit.
- Monthly hour sheets are due no later than the 10<sup>th</sup> of each month for each student. Daily hours should also be documented in the shop and should match the monthly records.
- A final transcript should be provided to the student and to the board within 5 business days of ending the student/teacher relationship.
- Registered barber instructors can only train registered barber students. Master hair care instructors can train students for either the master hair care or registered barber exam.
- Students and instructors should review the Candidate Information Bulletin (CIB).

**3. Adjournment**

Chairman Robinson adjourned the meeting at 9:28 a.m.