



South Carolina Department of Labor, Licensing and Regulation  
**South Carolina Board of Cosmetology**  
 110 Centerview Dr. • Columbia • SC • 29210  
 P.O. Box 11329 • Columbia • SC 29211-1329  
 Phone: 803-896-4588 • BoardInfo@llr.sc.gov • Fax: 803-896-4484  
 llr.sc.gov/cosmo

**2025-2027 RENEWAL APPLICATION**

**Renewal Instructions/Requirements:**

- Check or money order only (no cash) in the amount of the biennial renewal fee made payable to LLR–Board of Cosmetology. (All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.)
- **License Renewal Fees (select each license being renewed below):**  
**Active Status:**  
 Cosmetologist (RC) \$52     Instructor, Registered Cosmetologist (IRC) \$82     Nail Technician (NT) \$52  
 Esthetician (ES) \$52     Instructor, Esthetician (IES) \$82     Instructor, Nail Technician (INT) \$82  
**Inactive Status:**  
 Cosmetologist Inactive (RC INA) \$52     Instructor, Registered Cosmetologist Inactive (IRC INA) \$82  
 Esthetician Inactive (ES INA) \$52     Instructor, Esthetician Inactive (IES INA) \$82  
 Nail Technician Inactive (NT INA) \$52     Instructor, Nail Technician Inactive (INT INA) \$82
- **After March 10th your license is lapsed and must be reinstated.**
- If you have had a legal name change since your initial licensure or since your last renewal, please attach the legal documentation with this renewal form (marriage certificate, divorce decree, court documentation).

**LICENSEE INFORMATION**

Name: \_\_\_\_\_ License No.: \_\_\_\_\_

Since you were licensed, have you legally changed your name?  Yes  No Prior Name: \_\_\_\_\_  
 If yes, please submit legal documentation supporting the change. (Marriage certificate, divorce decree, etc.)

Email: \_\_\_\_\_ Last Five Digits of Social Security No.: xxx-x - \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 (If different than above)

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**INACTIVE STATUS**

Do you wish to place your license(s) inactive?  Yes  No

(If Yes, CE classes are not needed at this time, but you must pay the renewal fee to remain inactive through March 10, 2027. You will not receive a license and **cannot** practice or render cosmetology/cosmetology-related services while the license is inactive. You are required to pay the renewal fee in order to maintain inactive status through March 10, 2027.)

**CONTINUING EDUCATION (CE)**

Cosmetologists, Nail Technicians and Estheticians must show satisfactory evidence of four (4) contact hours of instruction during the preceding licensing period. Instructors must show satisfactory evidence of four (4) contact hours geared toward teaching.

1. **Initial Licensees**, those licensed between **October 1, 2022 and September 30, 2024**, are not required to complete continuing education during the first licensing period. During the second licensing period and thereafter, the continuing education requirements will apply. Were you initially licensed by the Board between the period of **October 1, 2022 and September 30, 2024?**

Yes  No

2. Have you completed the required number of continuing education hours prior to renewing your license?  Yes  No

**PERSONAL HISTORY QUESTIONS**

Answer the following questions. A detailed letter of explanation is required for “Yes” answers.

1. Since your initial application or since your last renewal of your license with the Board, have you been convicted, pled guilty, or pled nolo contendere (no contest) to a felony or to a non-felony crime?  Yes  No

**If yes,** you must include a full written explanation, criminal background report and court documents with your renewal application.

2. Since your initial application or since your last renewal of your license with the Board, have you had any written complaint, formal accusation, final order, disciplinary action or consent order filed against you by any person, jurisdiction or licensing board?  Yes  No

3. Since your initial application or since your last renewal of your license with the Board, has there been any change in the status of your lawful presence in the United States?  Yes  No

**If yes,** attach an updated [Verification of Lawful Presence form, found here](#).

**ATTESTATION**

I HEREBY swear/affirm I have read all questions on this renewal application and have answered truthfully, accurately and completely. I hereby acknowledge that failure to answer these questions truthfully, accurately and completely shall constitute cause for the initiation of disciplinary action against my South Carolina licensure.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PRIVACY NOTICE**

South Carolina law requires the agency to collect personal information which is only disseminated as required by law. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on your renewal application and other documents on file may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical purposes.