

North Dakota State Board of Barber Examiners

Notice to Registered Barber Examination Applicants Exam Instructions

Read these instructions carefully.

The Board may fail applicants that do not follow these instructions

Written Examination:

The written exam multiple choice, true/false, and essay questions you will have 2 hours to complete the written exam.

Practical Examination:

All applicants furnish their own models and personal tools for the practical portion of the examination. You will have 2 hours from the start of the examination to complete all services and clean your work station.

Haircut – Conventional Taper only.

Conventional Graduated Taper Haircut

Model's hair must not be pre-cut and must be a minimum of three inches (3") long on top and crown and one inch (1") on the sides before the haircut. Model may be rejected if hair is too short.

Remove at least one inch (1") of hair during the haircut.

At least one inch (1") of hair must be remaining on the top after the haircut. Hair cut being too short may result in loss of points or failure.

Must expose the ears.

No plastic attachments or changing of blade sizes allowed.

No Blocking. The haircut must have a graduate/faded nape line

Need to demonstrate all haircutting techniques: freehand, clipper over comb, shear over comb, and shear over finger

Haircut will be evaluated for precision of the taper, outline and overall balance. At least one inch (1") of hair left on top is required for this evaluation.

2. Shave – Full, clean, straight razor shave is required.

Straight Razor "only" (no safety razor or foil razors allowed)

Entirety of beard must removed (no mustache, go-tee, soul patches, etc)

Proper draping

Lather and lather machine provided (no outside products or shaving aids allowed)

3. Facial and scalp massage

Perform proper massage manipulations three times repetitively.

Proper draping

Facial cream and tonic provided

4. Shampoo

Reclined method
Proper draping
Shampoo, conditioner, shampoo cape, and towels provided

5. Clean up – Workstation must be cleaned after the board evaluates your services and before you leave the exam area.

Model:

Only one model allowed for the entirety of the practical examination.
To use more than one model you must have prior approval from the board. E.g. one person for a shave and facial and another person for the rest of the practical exam.

Applicants are encouraged to have a back- up model “on call” for the examination.

The Board reserves the right to reject models.

You will be allowed to attempt to find a new model if needed. Time spent finding a new model is part of the two-hour practical examination. No additional time will be given if you have to search for a replacement model. Models with hair too short to meet the haircut requirements will be rejected.

The Board of Barber Examiners shall have discretion to change, supply, or reject models for an applicant's use in the practical parts of the examination in order to insure that the practical parts of the examination will be a fair test of the applicant's ability.

Models may be exchanged by the Board; their cooperation will be expected.

Models cannot be retired or current licensed: barbers, cosmetologists, educators, or anyone else in the field.

Models hair must have a minimum three inches on top and one inch on sides

Models must have sufficient hair on all parts of the face: side burns, cheeks, lips, neck, etc.

Allowed Tools:

You must bring the following tools and equipment to the exam, they will not be provided for you.

- Straight razor and extra blades
- styptic powder
- spray water bottle
- cape
- cape clip
- combs
- brushes

- Adjustable lever clippers “only” (no plastic attachments/guards or detachable blades clipper allowed during the exam)
- finisher
- shears
- neck strips
- blow dryer
- talc
- Styling aid
- astringent
- Clipper oil

The school will supply

- Towels: hot and dry towels will be provided, 3 hot and 3 dry towels should be enough, please be considerate of others and use no more towels that absolutely necessary.
- Hot lather
- Facial cream
- Tonic
- Shampoo and conditioner

Exam and Barber License Fees

The exam application and a \$100 exam fee are due no later than the Monday before the exam date. The exam application and fee can be mailed to the following address:

ND Barber Board
Secretary Treasurer Tona Stevenson
122 8th Ave NW
Minot, ND 58703

The Master Barber License fee is \$100. Applicants who pass the exam will need to pay the fee in order to receive their annual Master Barber License on the day of the exam.

The exam fee and Master Barber License fee are **separate fees**. The fees can be paid only with cash, money order or certified check. No personal checks are allowed. Please have all checks made out to “**ND Barber Board of Examiners**”.

General Information:

Applicants should arrive 15 minutes prior to the examination. Doors will be locked and no admittance will be allowed after start time. Failure to show up on time will result in a forfeiture of your exam fee.

You should be dressed in a clean and professional manner: No jeans, no shorts, no sweat pants, no hats, no open toe shoes, no dirty, torn or ill-fitting clothing. Failure to dress appropriately may result in point deductions and possible failure.

Applicants are required to bring their own kit with sufficient tools and supplies in working order and be sanitary.

All sanitation and disease control procedures must be followed during the examination. Failure to follow appropriate sanitation and disease control procedures will result in point deductions and possible failure.

All electronic devices (phones, camera, recorder) must be turned off and put away at all times.

No study materials are allowed in the examination area.

No conversation is allowed between barber applicants.

Only one model will be allowed for the entire duration of the practical exam.

Only the applicant, his or her model(s), and barber examiners will be admitted during the exam. No family members, barber instructors, or students will be allowed in the exam area.

Do not leave the examination area without permission.

You will have 2 hours to complete the practical services portion of the exam including haircut, shave, facial, scalp massage, shampoo and clean up. You should be done with all services and off the floor by the end of the two hours. Running out of time may result in exam failure.

Applicants, must check in with a barber examiner at the completion of step of the practical examination before they proceed to the next step.

You will have an additional 2 hours to complete the written examination.

To pass the examination you must have a score of 75% or more on the Written and Practical portions of the exam.

The barber exams will be held 4 times a year in the months of January, April, July, and October.