

ARKANSAS STATE BOARD OF COSMETOLOGY
 101 EAST CAPITOL, SUITE 108
 LITTLE ROCK, ARKANSAS 72201 – (501) 682-2168

TO: All Cosmetology Schools, Instructors, Students, Board Members and Inspectors
 FROM: Sheila Caudle, Director
 SUBJECT: 2009 Deadline, Examination and Board Meeting Schedule
 DATE: October 28, 2008

**2009 COSMETOLOGIST, MANICURE, INSTRUCTOR, ESTHETICIAN &
 ELECTROLOGY
 EXAMINATION SCHEDULE AND BOARD MEETING DATES**

<u>DEADLINE DATES</u>		<u>BOARD MEETING DATES</u>		<u>EXAMINATION DATES</u>	
January	22	January	26	January	12, 13
February	19			February	9, 10
March	26	March	16	March	9, 10
April	23			April	13, 14
May	21	May	18	May	11, 12
June	18			June	8, 9
July	23	July	20	July	13, 14
August	20			August	10, 11
September	24	September	21	September	14, 15
October	22			October	12, 13
November	19	November	16	November	9, 10
				December	7, 8

DATES SUBJECT TO CHANGE

EXAMINATION FILING REQUIREMENTS

In order to qualify for the examination the following requirements must be met:

- 1) The student must complete the required training hours on or before the deadline date.
- 2) The application form must be received by the Board's office **ON OR BEFORE** the deadline date.
- 3) The application form must be completely filled out and the information must be accurate.
- 4) The following requirements must be attached to the application form:
 - a) A certification form verifying that the student has completed the required number of hours. The certification form must be completely filled out and the information must be correct.
 - b) The correct examination fee.
- 5) Applications that are not submitted in proper form will be returned. Hence, the applicant will not be accepted for the examination unless proper forms and fee are **received** by the Board's office **ON OR BEFORE** the deadline date.
- 6) Applications that are submitted in proper form but are **postmarked** on or after the deadline date may automatically be scheduled for the next examination.