



## ALABAMA BOARD OF COSMETOLOGY AND BARBERING

### NATURAL HAIR STYLING PRACTICAL EXAMINATION INFORMATION

#### EXAMINATIONS BY PSI SERVICES LLC

The Alabama Board of Cosmetology and Barbering is responsible for licensing and regulating the profession of cosmetology in the State of Alabama. The Board has contracted with PSI Services, LLC (PSI) to deliver its examinations.

Candidates **MUST** pass the written examination before applying for the practical examination. You have one attempt to test per eligibility. If you fail you must reapply with the Board.

#### SCHEDULING PROCEDURES

Once approved by the Alabama Board of Cosmetology and Barbering, you are responsible for contacting PSI to schedule an appointment to take the examination. PSI will make every effort to schedule the examination site and time that is most convenient for you.

All questions and requests for information about the examination should be directed to:

**PSI Services LLC**  
3210 E Tropicana  
Las Vegas, NV 89121  
(833) 333-4751 • Fax (702) 932-2666  
[www.psiexams.com](http://www.psiexams.com)

#### INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. Candidates register online by accessing PSI's registration website at [www.psiexams.com](http://www.psiexams.com). Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below:

1. Log onto PSI's website, select the link associated with the Alabama examinations. Complete the associated registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available exam dates and locations for scheduling your examination. Select your desired testing date and location.

#### TELEPHONE REGISTRATION

PSI registrars are available at (833) 333-4751, Monday through Friday between 6:30 am and 9:00 pm, and Saturday/Sunday, between 8:00 am and 4:30 pm, Central Time, to schedule your appointment for the examination.

You will need a valid credit card (Visa, MasterCard, American Express or Discover) to register by telephone.

#### CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. You may call PSI at (833) 333-4751 or use the PSI Website.

**Note: A voice mail message is not an acceptable form of cancellation. Please use the PSI Website or call PSI and speak to a Customer Service Representative.**

#### MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

#### EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (833) 333-4751. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

## PRACTICAL EXAMINATION CENTER LOCATIONS

The licensing examinations are administered at the following PSI examination centers.

### Birmingham

Hampton Inn Birmingham  
I-65/Lakeshore Dr  
30 State Farm Parkway  
Birmingham, AL 35209

### Huntsville

Hilton Garden Inn  
Huntsville/Space Center  
4801 Governors House Drive  
Huntsville, AL 35805

### Mobile

Wingate by Wyndham  
516 Springhill Plaza CT  
Mobile, AL 36609

### Montgomery

Homewood Suites  
7800 Eastchase Pky  
Montgomery, AL 36117

## REPORTING TO THE EXAMINATION CENTER

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for identification and familiarizing yourself with the examination process. **If you arrive late, you may not be admitted to the examination center and you will forfeit your registration fee.**

### REQUIRED IDENTIFICATION

Candidates need to provide two (2) forms of identification.

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site.

### PRIMARY IDENTIFICATION - Choose One

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issues Alien Registration Card

### SECONDARY IDENTIFICATION - Choose One

- Credit Card (must be signed)
- Social Security Card
- US issued Birth Certificate with Raised Seal

\*NOTE: Student ID and employment ID are **NOT** acceptable forms of identification.

Candidates must register with the full legal name as it appears on their government issued identification. The name on the identification must be the same as the name used to register for the examination. If the candidate fails to bring proper identification or the candidate names do not match, the candidates will not be allowed to test and their examination fee will not be refunded.

### SECURITY PROCEDURES

The following security procedures will apply during the examination:

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- Cell phones, pagers, and children are not allowed in the examination center. **NO personal items are to enter the testing center.** PSI will not be responsible for any personal items and suggests that you leave them locked in the trunk of your car.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.
- Copying or communicating examination content is a violation of PSI security policy and the State Law. Either one may result in the disqualification of examination results and may lead to legal action.

### EXAMINATION REVIEW

The Alabama Board of Cosmetology and Barbering is utilizing the NIC examinations. The NIC conducts ongoing analysis and review of their examinations to ensure the examinations accurately measure minimal competency in the required knowledge area. For questions or concerns please email [cosmetology@psionline.com](mailto:cosmetology@psionline.com) or [barber@psionline.com](mailto:barber@psionline.com) for assistance.

## SCORE REPORTING

Your score will be processed and mailed to the address on file within two weeks after completion of the examination.

## **NATURAL HAIR STYLING EXAMINATIONS**

The National Natural Hair Styling examination is the national licensure examination for Natural Hair Styling which is developed and administered by the National-Interstate Council of State Boards of Cosmetology (NIC). For more information on the examination content outlines and references go to [www.nictesting.org](http://www.nictesting.org).

### **Alabama Practical Examination Guidelines for Natural Hair Styling**

The Alabama State Board of Cosmetology and Barbering requires you to be examined on the following services in the order in which they are listed below on the practical examination:

#### **Core Domain Services:**

1. **Work Area and Client Preparation, and Set Up of Supplies (First Client)**
2. **Extension To Visible Cornrow Braid (15 minutes)**
3. **Invisible Cornrow Braid (10 minutes)**
4. **Extension To Individual Braid (10 minutes)**
5. **Work Area and New Client Preparation, and Set Up of Supplies (Second client) (15 minutes)**
6. **Horizontal Braid for Sew-in (10 minutes)**
7. **Sew-in Weft Attachment and Shaping (15 minutes)**
8. **Blood Exposure Procedure**

#### **Mannequins:**

A mannequin head is required for all hair services. It is the candidate's responsibility to come prepared for the examination. Mannequin heads that are pre-marked or pre-sectioned are NOT allowed for any part of the practical examination. The mannequin's hair must be brushed straight back prior to reporting to the examination.

It is the candidate's responsibility to come prepared for the examination. Mannequin heads that are pre-marked or pre-sectioned are NOT allowed for any part of the practical examination. Mannequin heads must be approved by PSI prior to admittance into the examination.

#### **Prohibited Items:**

Aerosol products are not permitted at any time during the examination.

#### **Kit Size:**

Kit size must be no larger than 30x30. For safety reasons, all kits must fit completely under the table areas.

#### **Dress Code:**

You should dress professionally as you would when you are working in a shop. You are not allowed to have your name, your school name, or a shop name on your professional attire or kit.



NATIONAL *NATURAL HAIR STYLING*  
PRACTICAL EXAMINATION  
CANDIDATE INFORMATION BULLETIN (CIB)

**EXAMINATION CONTENT AND IMPORTANT ADMINISTRATION INSTRUCTIONS**

Please visit your official NIC examination state or vendor webpage OR [www.nictesting.org](http://www.nictesting.org), for the most current bulletin prior to testing.

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**The NIC National Natural Hair Styling Practical Examination is the licensure examination for Natural Hair Styling, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC).**

**This bulletin contains IMPORTANT INFORMATION regarding the NIC National Natural Hair Styling Practical Examination content and administration for Natural Hair Styling core services and additional sections.**

For each NIC National Practical Examination, there are multiple parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- ***Important Instructions and Examination Core Domain Content***– This document provides information and guidelines related to administration of the Practical examination and information about the scope of content covered in the core sections of the Practical examination.
- ***Additional Services*** – These individual documents provide information about additional sections offered by NIC for examination. Check with your State regulatory agency or examination administration vendor to determine which of these sections your State requires as part of their Practical examination.
- ***References*** – This document provides a list of references used to develop and support the content covered in NIC examinations.  
The references will always be the same for both Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT AND REVIEW ALL DOCUMENTS THAT MAKE UP THE NIC EXAMINATION CIB.**

**PLEASE REVIEW ALL INFORMATION CAREFULLY!**

**IMPORTANT INSTRUCTIONS**

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- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. **Picture ID is required for re-entry into the examination.**
- Candidates are required to bring a supply kit for their own use.
  - It is the candidate's responsibility to make certain they have a sufficient quantity of supplies that have been properly cleaned and disinfected and that implements are in proper working order.
  - The kit will be used during the examination as dry storage and is considered part of the work area. The kit must be kept closed (e.g., completely zipped or lid tightly closed) except when removing materials for a particular service.
  - Candidates may remove items, supplies, etc., from the kit at any time, however nothing may be returned to the kit.
  - All examinations are administered in a testing environment.
  - Candidates are evaluated at all times. Continue working until you have completed the entire section or time has elapsed.

## NIC National Natural Hair Styling Practical Examination

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- Due to standardization of the NIC National Examinations. Proctors and examiners are required to adhere to the following standards:
  - The verbal instructions will be read twice for each section of the examination.
  - With the exception of verbal instructions, the proctors are not allowed to communicate with candidates.
  - Candidates requesting information during the examination will be told one of the following statements:
    - “Do the best you can with what you have available.”
    - “Do as you were taught.”
  - Examiners are not allowed to speak with candidates.
  - If candidates experience an emergency situation, please notify the proctor by raising your hand.
- Candidates will be given time to set up the universal (also known as general) supplies they will use throughout the examination.
  - Each section of the examination has a maximum time allowance, with the exception of those specified as untimed sections.
  - Once candidates have completed all tasks in the section please step back or turn the hand toward the examiner (in the case of nail services) to indicate they have finished.
  - In the event that all candidates complete the section before the time has elapsed, the examiners will proceed to the next section of the examination.
  - When the timer goes off, all candidates must stop working and step back or turn the hand toward the examiner (in the case of nail services) IMMEDIATELY.
- During all phases of the examination, candidates must follow all appropriate public protection and infection control procedures and maintain a safe work area.
  - In the event of a blood exposure incident, candidates will be expected to follow the NIC Health and Safety Standards.  
**Failure to do so may result in your dismissal from the examination.**
    - *Be sure to contact your examination provider to obtain the most current version of, and any addendums, to the NIC Health and Safety standards, or go to [www.nictesting.org](http://www.nictesting.org) for a current downloadable copy.*
  - **If a candidate does not follow infection control procedures or allows the work area to become and remain unsafe, the result may be a failing score for the examination.**
- The following provides examples of materials and actions that are prohibited during the examination administration:
  - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
  - Purses, bags, coats, hats, and any other personal items not directly needed to complete the examination, are not allowed.
  - Exhibiting disruptive behavior.
  - Communicating to other candidates or any examiner.
- *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*
- **All supplies must be labeled in English.** When an original manufacturer's label is required, there can be NO handwritten or any other type of labeling. Original manufacturers' labels must have English and may also include other languages. All non-manufacturers created labels must be only in English.
  - Original manufacturer's labels are *required* for all disinfectants and hand sanitizers.
  - An EPA-registered, hospital-grade disinfectant that demonstrates bactericidal, fungicidal, and virucidal properties must be used. Please refer to the “*Suggested Examination Supplies*” section to see any further state specific requirements for supplies and products.
  - Simulated products are *not* allowed for disinfectants and hand sanitizers.

## NIC National Natural Hair Styling Practical Examination

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- **NO AEROSOLS** are allowed in the testing environment.
- Candidates are to perform all tasks, utilizing products and supplies, and as they were taught. There is
- however, a section titled “*Suggested Examination Supplies*” provided following the “Content Domains” section of this bulletin for items that a candidate may *possibly* utilize in a section.

### NIC MODEL OR MANNEQUIN REQUIREMENTS

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**Please refer to your state guidelines for model and mannequin requirements.**

**If your state requires that you use a mannequin head(s):**

- Candidates who are required to use a mannequin head(s), it is the candidate’s responsibility to come prepared for the examination.
- Mannequin heads that are premarked or presectioned are not allowed for any part of the practical examination.
- Mannequin heads must be approved by the examination state/vendor prior to admittance into examination.

### SPECIAL ATTENTION

The following information is vital and specific to the  
NIC National Natural Hair Styling Practical Examination:

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- Candidates will be evaluated on proper designation of materials that are disposed. You are required to bring and use the following supplies for the appropriate disposal of materials:
  - Container labeled “**to be disinfected**”
  - Container labeled “**soiled linens**”
  - Container labeled “**trash**”
- It is specified that there is **more than one client** represented for the purpose of this examination. A new client is introduced and must be prepared for during the course of the examination (see Natural Hair Styling Practical Examination Content Domains Sections).
- The following sections are *new* to the Natural Hair Styling Practical Examination:
  - Work Area and New Client Preparation, and Set Up of Supplies (Content Domain Section 5)
  - Blood Exposure Procedure (Content Domain Section 6)
- **Candidates are expected to brace any time they are working around the eye and mouth areas.**
- Candidates are not allowed to label products as single-use items.
- Use of single-use products may result in a failing score for the examination.

**NATURAL HAIR STYLING PRACTICAL EXAMINATION  
CONTENT DOMAIN SECTIONS**

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The scope of the National Natural Hair Styling Practical Examination includes 8 (eight) core domain sections. The Core Domain Sections are based on the national job analysis.

1. **Work Area and Client Preparation, and Set Up of Supplies** (First client (15 minutes))
2. **Extension To Visible Cornrow Braid** (15 minutes)
3. **Invisible Cornrow Braid** (10 minutes)
4. **Extension To Individual Braid** (10 minutes)
5. **Work Area and New Client Preparation, and Set Up of Supplies** (Second client 15 minutes)
6. **Horizontal Braid For Sew-In** (10 minutes)
7. **Sew-in Weft Attachment and Shaping** (15 minutes)
8. **Blood Exposure Procedure** (10 minutes)

## **CONTENT DOMAINS**

### **1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will prepare your work area for your client.”*

*“You will set up the universal supplies you will use throughout the examination.”*

*“You will also set up the supplies for the following sections of the examination:*

*Extension to Visible Cornrow Braid,*

*Invisible Cornrow Braid,*

*Extension to Individual Braid.”*

*“You will prepare your client for services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

*(1) “The instructions will be repeated.”*

*(2) “You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 1.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital- grade disinfectant**
- 1.2 Sanitizes hands with product labeled in English**
- 1.3 Universal supplies are labeled in English**
- 1.4 Performs analysis of scalp and hair**
- 1.5 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*



## 2. EXTENSION TO VISIBLE CORNROW BRAID (15 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform an extension to visible cornrow braid.”*

*“You will place the visible cornrow braid extension at the front hairline.”*

*“You will extend the hair no more than six inches beyond the natural hair length.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**2.1 Extension to visible cornrow braid supplies are labeled in English**

**2.2 Implements and supplies are visibly clean**

**2.3 Extension hair is added to cornrow braid**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

*“All candidates have indicated they have completed this section of the examination. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*

**2.4 Final appearance of extension to visible cornrow braid**

**Examiner – Verbal Instructions:** Read to candidate individually after extension to visible cornrow braid had been examined:

*“Please step back and do nothing until the next verbal instructions are given.”*

**2.5 Maintains drape throughout section**

**2.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to all candidates once examiners have completed assessment for this section:

*“All examiners have indicated they are ready to proceed.”*

### 3. INVISIBLE CORNROW BRAID (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates

*“You will perform an Invisible Cornrow Braid.”*

*“You will place the invisible cornrow braid at the front hairline.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**3.1 Invisible cornrow braid supplies are labeled in English**

**3.2 Implements and supplies are visibly clean**

**3.3 Perform invisible cornrow braid**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

*“All candidates have indicated they have completed this section of the examination. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.””*

**3.4 Final appearance of invisible cornrow braid**

**Examiner – Verbal Instructions:** Read to candidate individually after Invisible Cornrow Braid has been examined:

*“Please step back and do nothing until the next verbal instructions are given.”*

**3.5 Maintains drape throughout section**

**3.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to all candidates once examiners have completed assessment for this section:

*“All examiners have indicated they are ready to proceed.”*

## 4. EXTENSION TO INDIVIDUAL BRAID (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform an Extension to Individual Braid.”*

*“You will place the individual braid extension at the front hairline.”*

*“You will extend the hair no more than six inches beyond the natural hair length.”*

*“You will be instructed individually by the examiner to demonstrate braid removal”*

*“Do not begin to remove the braid until instructed individually by the examiner to do so.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**4.1 Extension to individual braid supplies are labeled in English**

**4.2 Implements and supplies are visibly clean**

**4.3 Extension is added to individual braid**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before the timing has elapsed:

*“All candidates have indicated they have completed this section of the examination. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*

**4.4 Final appearance of extension to individual braid**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate removal of the extension.”*

**4.5 Removes extension**

**Examiner – Verbal Instructions:** Read to candidate individually after Extension to Individual Braid has been examined:

*“Please step back and do nothing until the next verbal instructions are given.”*

**4.6 Maintains drape throughout section**

***NIC Natural Hair Styling Practical Examination – Extension to Individual Braid (continued)***

**Proctor – Verbal Instructions:** Read to all candidates:

*“All examiners have indicated they are ready to proceed.”*

*“You will remove the remaining braids, brush the hair back, and dispose of supplies used in previous sections of this examination.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 5 minutes to complete this section.”*

*“You will be informed when you have 2 minutes remaining.”*

*“Do not setup or demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**4.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

**5. WORK AREA AND NEW CLIENT PREPARATION, AND  
SET UP OF SUPPLIES (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will prepare your work area for a NEW client.”*

*“You will set up the universal supplies that you will use for the remainder of the examination.”*

*“You will also set up for the following sections of the examination:*

*Braid for Sew-in,*

*Sew-in Weft Attachment and Shaping.”*

*“You will prepare your client for services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

**NIC Natural Hair Styling Practical Examination – Work Area and Client Preparation, and Set Up of Supplies (continued)**

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 5.1 Disinfects all work areas completely with product labeled in English as EPA registered, hospital-grade disinfectant**
- 5.2 Sanitizes hands with product labeled in English**
- 5.3 Universal supplies are labeled in English**
- 5.4 Performs analysis of scalp and hair**
- 5.5 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

## **6. HORIZONTAL BRAID FOR SEW-IN (10 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform a Horizontal Braid for Sew-In.”*

*“You will create a horizontal braid between the occipital and the nape, from ear to ear.”*

*“You will be instructed individually by the examiner to demonstrate the oil application.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Do not demonstrate the oil application until instructed individually by the examiner to do so.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 6.1 Braid for sew-in supplies are labeled in English**
- 6.2 Implements and supplies are visibly clean**

*NIC Natural Hair Styling Practical Examination – Braid for Sew-In (continued)*

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*

**6.3 Final appearance of braid**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate application of oil.”*

**6.4 Applies oil**

**Examiner – Verbal Instructions:** Read to candidate individually after Horizontal Braid for Sew in has been examined:

*“Please do nothing until the next verbal instructions are given.”*

**6.5 Maintains drape throughout section**

**6.6 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to candidates when all examiners have indicated they have completed their assessment:

*“All examiners have indicated they are ready to proceed.”*

**7. SEW-IN WEFT ATTACHMENT AND SHAPING  
(15 MINUTES)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform a Sew-In Weft Attachment and Shaping.”*

*“You will attach the weft of hair to the length of the horizontal braid and shape the free ends.”*

*“You will be instructed individually by the examiner to remove the weft.”*

*“Do not remove the weft until instructed individually by the examiner to do so.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Step back to indicate you have finished.”*

*NIC Natural Hair Styling Practical Examination – Sew-In Weft Attachment and Shaping (continued)*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

**7.1 Weft attachment and shaping for sew-in supplies are labeled in English**

**7.2 Implements and supplies are visibly clean**

**7.3 Attach weft with sew-in method**

**7.4 Shapes ends of added hair**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*

**7.5 Final appearance of weft**

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate removal of the weft.”*

**7.6 Remove the weft**

**Examiner – Verbal Instructions:** Read to candidate individually after removal of weft has been examined:

*“Please clean up your hair at this time. Upon completion, do nothing until the next verbal instructions are given.”*

**7.7 Removes hair from work area**

**7.8 Maintains drape throughout section**

**7.9 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read to all candidates once examiners have completed assessment for this section:

*“All examiners have indicated they are ready to proceed.”*

## 8. BLOOD EXPOSURE PROCEDURE (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will demonstrate the blood exposure procedure.”*

*“You will imagine the following scenario: During a service, you have sustained a minor cut to your own index finger. The injury is such that you can continue with the service. Your work area or client has not been contaminated. You are expected to demonstrate the proper procedure for a blood exposure.”*

*“You are expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 8.1 Blood exposure supplies are labeled in English**
- 8.2 Removes materials from first aid kit**
- 8.3 Supplies and materials are visibly clean**
- 8.4 Cleans injured area with antiseptic**
- 8.5 Cover with dressing that is absorbent and secured**
- 8.6 Candidate wears glove or finger guard**
- 8.7 Disposes of all contaminated supplies**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section. Please do nothing until the next verbal instructions are given.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working. Please do nothing until the next verbal instructions are given.”*



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**SUGGESTED EXAMINATION SUPPLIES**

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**Information related to labeling of supplies:**

- ALL supplies must be labeled in English.
- No other languages can be present unless an original manufacturer's label is present.
- Original manufacturers' labels MUST have English and may be multi-language.
- All other created labels must be only English

**EXAMINATION UNIVERSAL/GENERAL SUPPLIES**

- candidate supply kit to serve as dry storage area (must be closeable)
- hospital grade (level), EPA-registered disinfectant with manufacturer's label that demonstrates bactericidal, fungicidal and virucidal properties must be used (must be actual disinfectant)
- hand sanitizer and manufacturer's label (must be actual hand sanitizer)
- container labeled "items to be disinfected"
- container labeled "soiled linens"
- container labeled "trash"
- first aid kit
- paper towels

**NATURAL HAIR– UNIVERSAL/GENERAL SUPPLIES**

- mannequin head(s) and a table clamp or tri-pod (pre-markings or pre-sectioning on mannequins is not permitted)
- neck strip(s)
- protective cape(s) (child size capes may be used)
- cloth towels
- hair clip(s) and/or clamp(s)
- comb(s)
- hair brush(es)
- drawing board (optional)
- cutting implement/shears
- spray bottle with water
- gel
- protective cream
- spatula(s)
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**EXTENSION TO VISIBLE CORNROW BRAID SUPPLIES**

- rubber bands
- bobby pins
- extension fibers

**INVISIBLE CORNROW BRAID SUPPLIES**

- rubber bands
- bobby pins

**EXTENSION TO INVISIBLE BRAID SUPPLIES**

- extension fibers
- small rubber bands

**INDIVIDUAL BRAID SUPPLIES**

- rubber bands
- bobby pins

**EXTENSION TO INDIVIDUAL BRAID SUPPLIES**

- rubber bands
- extension fibers

**BRAID FOR SEW-IN SUPPLIES**

- thread
- blunt-end needle
- oil/lubricant

**SEW-IN WEFT ATTACHMENT AND SHAPING SUPPLIES**

- weft of hair
- measuring tape
- thread
- blunt-end needle

**BLOOD EXPOSURE PROCEDURE**

- bag for disposal of blood-contaminated materials