



Before paying for
your examination registration,
be sure you understand
the contents of this bulletin.
Please retain and use it as a reference
when contacting PSI.

PSI Services LLC
450 North Stephanie Street
2nd Floor
Henderson, NV 89014
Phone: (855) 898-0714
Fax: (702) 932-2666
E-mail: examschedule@psionline.com
<https://test-takers.psiexams.com/mdcos>

MARYLAND DEPARTMENT OF LABOR BARBER, MASTER BARBER AND BARBER STYLIST CANDIDATE INFORMATION BULLETIN



Due to social distancing requirements, ALL practical examinations will require candidates to use a mannequin for performing tasks during the administration of the examination. NO MODELS WILL BE ADMITTED until further notice.

Examinations by PSI Services LLC	1	Security Procedures	4
Licensure Requirements	1	Taking the Theory Examination by Computer	5
Guidelines for Examination Eligibility	2	Tutorial	5
Scheduling for an Examination	2	Test Question Screen	5
On-line, via the Internet Registration	2	Examination Review	5
Telephone Registration	3	Score Reporting	5
Rescheduling/Canceling an Examination	3	Duplicate Score Reports	5
Re-taking a Failed Examination	3	Non-Scored Questions	6
Missed Appointment or Late Cancellation	3	Tips for Preparing for Your License Examination	6
Exam Accommodations	3	Theory Examination Content Outlines	6
Emergency Examination Center Closing	3	Practical Examinations	10
Examination Site Location	3	Examination Registration Form	19
Reporting to the Examination Site	4	Exam Accommodations Request Form	22
Required Identification	4		

Please refer to our website to check for the most updated information at <https://test-takers.psiexams.com/mdcos>

EXAMINATIONS BY PSI SERVICES LLC

The Maryland Department of Labor, Division of Occupational and Professional Licensing, State Board of Barbers (Board) licenses and regulates individuals who practice the trade of barbering in the State of Maryland. The Board has contracted with PSI Services LLC (PSI) to conduct its barber examination program. The Board examination is designed to test a candidate's knowledge, skills and abilities to practice and determine whether a candidate is prepared to assume responsibility for the safety and welfare of the public. PSI provides examinations through a network of examination centers in Maryland.

This Candidate Information Bulletin provides you with information about the examination process for Barber Licensure in the State of Maryland.

For licensing information, please contact:

Board of Barbers and
Cosmetologists Maryland
Department of Labor 1100 N.
Eutaw St., Room 121 Baltimore,
MD 21201
(410) 230-6190

[http://www.dlhr.state.md.us/license/
barbers/](http://www.dlhr.state.md.us/license/barbers/)

Once you have passed **both** the theory and practical examinations, your results will be sent to the State. The DLLR and the Board will determine your eligibility for a license.

LICENSURE REQUIREMENTS

To be eligible to take an examination, you must meet the following training requirements, and fill out the appropriate portion(s) of the Eligibility/Examination Registration Form. Incomplete forms will **not** be processed and will be returned to you.

Barber

Students-theory and practical. If you wish to take the Barber theory and practical examination at the same time, you must:

- Complete 1,200 hours of instruction of an approved Barber Program;
- Complete the Eligibility/Examination Registration Form (found at the end of this bulletin); and
- Have the director or licensed instructor of the school you attended complete the Student Training portion of the Eligibility/Examination Registration Form and notarize the form with the school seal or notary seal to provide proof that you completed the required hours of training in a Barber school approved by the Maryland Higher Education Commission or the Maryland State Department of Education.

Note This notarized form provides proof that you completed the required hours of training in a Barber school

approved by the Maryland Higher Education Commission or the Maryland State Department of Education.

Apprentices

If you have worked as registered apprentice in a licensed barbershop and wish to take the Barber examinations, you must:

- Have submitted monthly training reports to the Board each month and a final report within 90 calendar days of completion of a total of 2,250 hours;
- Have your licensed supervisor complete the Apprentice Training Certification portion of the Eligibility/Examination Registration Form; and
 - Mail both the application form and the **original** letter of eligibility to PSI, or apply through the application processing option available online.

If you have worked as registered apprentice in a licensed barbershop and wish to take the Barber Stylist examinations, you must:

- Have submitted monthly training reports to the Board each month and a final report within 90 calendar days of completion of a total of 1,650 hours;
- Have your licensed supervisor complete the Apprentice Training Certification portion of the Eligibility/Examination Registration Form; and
- Mail both the application form and the **original** letter of eligibility to PSI, or apply through the application processing option available online.

Licensed Cosmetologists who wish to take the Barber examinations must:

- Complete 600 hours of instruction of an approved Barber Program;
- Complete the Eligibility/Examination Registration Form (found at the end of this bulletin);
- Have the director or instructor of the school you attended complete the Student Training portion of the Eligibility/Examination Registration Form and notarize the form with the school seal or notary seal; and
- Attach a copy of your current cosmetologist license to the Eligibility/Examination Registration Form and mail to PSI, or apply through the application processing option available online.

Master Barber

If you wish to take the Master Barber examination, you must:

- Complete the Eligibility/Examination Registration Form (found at the end of this bulletin);
- Submit the letter of approval from the Board that states you have held a Barber license for at least 15 month;
- Have the owner or licensed supervisor of the licensed barbershop where you work complete the Master Barber Experience Verification portion of the Eligibility/Examination Registration Form

Barber Stylist

Students. If you wish to take the Barber Stylist examination, you must:

- Complete 900 hours of instruction of an approved Barber Stylist Program;
- Complete the Eligibility/Examination Registration Form (found at the end of this bulletin);
- Have the director or instructor of the school you attended complete the Student Training portion of the Eligibility/Examination Registration Form and notarize the form with the school seal or notary seal to provide proof that you completed the required hours of training in a Cosmetology school approved by the Maryland Higher Education Commission or the Maryland State Department of Education.

Out-of-State Candidates

If you completed your training outside of Maryland, or you are licensed and practice in another state, you must obtain a letter of eligibility from the State of Maryland to sit for these examinations. To obtain a letter of eligibility, you must submit a certification letter from your State Board to the State of Maryland for consideration. The certification letter must have the out-of-state Board seal, and it must demonstrate that you have completed equal training to the State of Maryland or that you have tested and have a current license in that state.

Upon approval, a letter of eligibility will be mailed to you. Complete the Eligibility/Examination Registration Form and mail both the application and original letter of eligibility to PSI.

Important: If you take an examination without prior approval from the State of Maryland, your test scores will be invalidated and you will not receive a license. If you take an examination unnecessarily or before you have been approved, the examination fee will not be refunded.

Foreign Trained

- A letter of certification;
- A sworn affidavit of training;
- A notarized letter of work experience; and
- A copy of your current license.

If you trained abroad, you must obtain a letter of eligibility to sit for the Maryland licensure exams.

To obtain a letter of eligibility, you must submit to the State of Maryland:

Any foreign credentials **must** be translated into English and notarized. Upon approval, a letter of eligibility will be mailed to you. You may then complete the Eligibility/Examination Registration Form and mail it, credentials from your country, and the letter of eligibility to PSI, or apply through the application processing option available online.

GUIDELINES FOR EXAMINATION ELIGIBILITY

Candidates must apply for eligibility with PSI by submitting the completed Eligibility/Examination Registration Form (found at the end of this Candidate Information Bulletin), examination fee and all required documentation. PSI will determine your eligibility for taking the examination.

- If required, be sure to include the original letter of eligibility that you received from the state.
- It is recommended that all first-time test takers apply to take both the theory examination and the practical examination.
- There is no expiration to your eligibility.
- If you fail, you may retest on an unlimited basis.

Upon approval by PSI, you will be sent an eligibility email (if an email address is not provided, this notice will be mailed to you). If your registration is incomplete, PSI will contact you to advise you of any additional information or documents required.

MAIL REGISTRATION

Complete the PSI Eligibility/Examination Registration Form (found at the end of this bulletin) and mail the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA, MasterCard, American Express or Discover), company check, money order or cashier's check, made payable to PSI. Print your name in the memo section of the company check, money order or cashier's check so we can ensure the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**

PSI Services LLC

Attn: MD COS

450 North Stephanie Street

2nd Floor

Henderson, NV 89014

Please allow PSI 10 business days to process a mailed registration. After 10 business days, you may go online or call PSI to schedule the examination.

SCHEDULING AN EXAMINATION

Upon approval by PSI, you will be sent an eligibility email (if an email address is not provided, this notice will be mailed to you). It is your responsibility to contact PSI to schedule the examination.

ONLINE ([HTTPS://TEST-TAKERS.PSIEXAMS.COM/MDCOS](https://test-takers.psiexams.com/mdcos))

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at <https://test-takers.psiexams.com/mdcos>. Internet registration is available 24 hours a day.

Log onto PSI's website and select Sign in / Create Account. Select Create Account. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the

testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

TELEPHONE REGISTRATION

Call (855) 898-0714, PSI registrars are available to receive payment and to schedule your appointment for the examination. Please call Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, ET. To schedule by phone, you need a valid credit card (VISA, MasterCard, American Express or Discover.)

RESCHEDULING/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*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (855) 898-0714.

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

RETAKEING A FAILED EXAMINATION

It is not possible to make a new examination appointment on the same day you have taken an examination; this is due to processing and reporting scores. A candidate who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retest as soon as Friday, depending upon space availability. You may access a registration form at <https://test-takers.psiexams.com/mdcos>.

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled 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.

EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination must follow the instructions on the Exam Accommodations Request Form at the end of this Candidate Information Bulletin.

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 (855) 898-0714.

Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

EXAMINATION SITE LOCATIONS FOR THE THEORY EXAMINATION

The following directions are generated from the most current mapping services available. However, new road construction and highway modifications may result in some discrepancies. If you are not familiar with the specific area of the testing site, please consult a reliable map prior to your test date.

Baltimore

**2622 Lord Baltimore Dr, Suite C-D
Baltimore, MD 21244**

From I-695 N - Take exit 17 for Security Blvd toward Woodlawn. Keep left at the fork and merge into Security Blvd. Turn right onto Lord Baltimore Dr. At the traffic circle, continue straight to stay on Lord Baltimore Dr. At the next traffic circle, again stay straight to stay on Lord Baltimore Dr. A little over ½ mile later, the PSI test center will be on your left.

From I-695 S - Take exit 18 for MD-26/Liberty Rd toward Lochearn/Randallstown. Continue straight onto Lord Baltimore Dr, using the signs for MD-26/Lochearn). The PSI test center is roughly 1 ½ miles from here on the right.

Crofton Center

**Morauer III Building
2137 Espey Court, Suite 3
Crofton, MD 21114**

From the Defense Highway 450, take the Priest Bridge Rd exit going South. Turn right on Espey Court.

From the Washington Beltway, take 50 East to 3 North. Turn right on Defense Highway 450, take the Priest Bridge Rd exit going South. Turn right on Espey Court.

College Park Center:

**The Sterling Building
4920 Niagara Road, Suite 400
College Park, MD 20740**

From I-95 North/Beltway, take Exit 25/Route 1 toward College Park. Continue straight across Route 1 onto Edgewood Road. Continue to the 4-way stop.

Turn left onto Rhode Island Avenue. Turn left at the next road - Niagara Road. The Sterling Building is on the right. Park in the appropriately marked spaces.

From I-95 South take Exit 25. Stay in the left turn lane and make a left at the next light which is Edgewood Road. Continue to the 4-way stop. Turn left onto Rhode Island Avenue. Turn left at the next road - Niagara Road. The Sterling Building is on the right. Park in the appropriately marked spaces.

From I-70: Take exit 32B Hagerstown. This is US Route 40 Follow Route 40 for 4.1 miles to 140 W. Franklin St. It is past the intersection of Jonathan and Franklin. You must take the church parking lot on the right before you reach Franklin St. There are many parking spots reserved for PSI on that lot. You will then walk past the front of the church and

into 140 W. Franklin St. Suite A is on the ground floor. ~~Required to~~
~~Enter~~ I-81: Take exit 6 US Route 40 east. Follow on Route 40 for 1.5 miles and turn left on to Jonathan St. After one block turn right onto Franklin St. Stay right and enter the church parking lot. ~~Turn~~ ~~and~~ quickly on the right. There are many parking spaces reserved for PSI testing on that lot. You will then walk from the front of the church and into 140 W. Franklin St. Suite A is on the ground floor. No steps are required to enter. There is one handicapped spot reserved for PSI on the lot on Franklin St. near the entrance door. All other parking is on the church grounds.

Mid-Atlantic Testing 13992 Baltimore Ave, Suite 203 Laurel, MD 20707

Take exit 33A off of I-95. Take ramp right for MD-198 East Laurel. Turn right onto US-1 South - Washington Blvd S. The intersection is Cypress St. - Arrive at 13992 Baltimore Ave.

Brainseed Testing Services 1322 Belmont Ave, Bldg 2, Suite 203 Salisbury, MD 21801.

The Center is located with the East Park Professional Center and is just off route 50.



Additionally, PSI has examination centers in many other regions across the United States. You may take the theory examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.

EXAMINATION SITE LOCATIONS FOR THE PRACTICAL EXAMINATION

Baltimore Site:

7801 York Road, Suite 309
 Towson, MD 21204

From I-695E, take exit 26A and turn left onto West Rd. Turn right onto York Rd. Site is on the left.

LANHAM PRACTICAL (FORBES BLVD)

4200 Forbes Blvd, Suite 214
 Lanham, MD 20706

From US-50 East - Follow US-50 E and then take Exit 8 for MD-704/M.L. King Hwy. Merge onto MD-704 N. Go about ¾ of a mile then turn right onto Forbes Rd. Go ½ mile and 4200 Forbes will be the last building on the right. It sits on the SW corner of Forbes Blvd and Lottsford Vista Rd.

From US-50 West - Follow US-50 W. Take exit 8 for Merge onto MD-704 N. Go about ¾ of a mile then turn right onto Forbes Rd. Go ½ mile and 4200 Forbes will be the last building on the right. It sits on the SW corner of Forbes Blvd and Lottsford Vista Rd.

Once at the property, drive around to the back of the building. There is a large glass entrance with "4200" over the door. When you enter the lobby, the elevators are on the left. Go to the second floor. When you come out of the elevators, go down the hallway on the right. Suite 214 should be the first door on the left.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the

examination process. If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.

All examination sites will provide ear plugs upon request.

REQUIRED IDENTIFICATION

Candidates must register for the examination 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. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

PRIMARY IDENTIFICATION (with photo) - Choose one or two from this list:

- ➔ State issued driver's license
- ➔ State issued identification card
- ➔ US Government Issued Passport
- ➔ US Government Issued Military Identification Card
- ➔ US Government Issued Alien Registration Card
- ➔ Canadian Government Issued ID
- ➔ Valid Student ID form with photo and school seal

NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose one if two will not be provided from the above list:

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

SECURITY PROCEDURES

The following security procedures apply during examinations

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
 - Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
 - Bulky or loose clothing or coats that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, vests, jackets and coats are not permitted in the testing room. In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.
 - Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
 - Other personal items, including purses, notebooks, reference or reading material, briefcases,

backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.

- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI's sole discretion.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE THEORY EXAM BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers

TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXAMINATION REVIEW

PSI, in cooperation with the Board, will be continually evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered on the computer keyboard during the examination. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the Board may re-evaluate candidates' results and adjust them accordingly. **This is the only review of the Theory examination available to candidates. There is NO review process for the Practical examination.**

SCORE REPORTING

Your score for the theory examination will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your results will appear immediately on the computer screen.
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses.
- **On paper** - an official score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling (855) 898-0714. Via online account?

NON-SCORED QUESTIONS

In addition to the number of examination questions specified in the "Examination Content Outlines", "non-scored" questions may be administered to candidates during the theory examination. These questions will not be scored. The administration of such unscored, experimental questions is an essential step in developing future licensing examinations.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Only consider the actual information given in the question, do not read into the question by considering any possibilities or exceptions.
- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

THEORY EXAMINATION CONTENT OUTLINES AND REFERENCE MATERIALS

Barber Theory Examination Content Outline
Scored items; 10 Non-scored items
120 Minutes - 70% Correct to Pass

I. Safety, Sanitation, and Disinfection -

25% a) Safe working conditions and practices

Environmen

Protective coverings (client draping, gloves)

Water temperature

Chemical labeling and storage

Safety Data Sheet (SDS)

Patch test

Prohibited materials

b) Safety agencies

Occupational Safety and Health Agency (OSHA)

Food and Drug Administration (FDA)

Environmental Protection Agency (EPA)

c) Sanitation and disinfection

Cleaners and disinfectants

Procedures for tools, equipment, and work surfaces

Storage of tools and equipment

Single and multiuse items

Prevention of cross-contamination

d) Infectious diseases and pathogens

e) Standard precautions for exposure incidents

Procedures

First aid kit

Blood exposure disinfection and disposal

II. Client Consultation and Professional Conduct - 3%

a) Client consultation

b) Contraindications

c) Record keeping

d) Professional ethics

e) Personal hygiene

III. Hair, Scalp and Skin Anatomy - 10%

a) Hair and scalp structure and physiology

Hair structure

Hair type (e.g. texture, elasticity, density, porosity)

Hair growth phases

Hair and scalp conditions and disorders

b) Skin structure and physiology

Skin structure

Skin types

Skin conditions and disorders

IV. Shampooing, Conditioning, and Scalp Care - 7%

a) Shampoos and conditioners

Purpose and types

Procedures

b) Scalp care

Scalp analysis

Scalp massage

Special procedures for presence of scalp conditions

V. Hairstyling - 5%

a) Blow dry styling producers

b) Combs and brushes

c) Temperature precautions
d) Styling aids and products
e) Artificial hair styling
VI. Haircutting - 15%
a) Types of haircuts
Blunt
Tapered/Fade
Layered
b) Guidelines
c) Sectioning hair
d) Thinning and texturizing
e) Using a razor
f) Using clippers
g) Using scissors or shears
VII. Chemical Services - 15%
a) Hair Coloring
Color theory
Hair color application
Virgin
Retouch
Coloring mustache and beard
b) Permanent waving
Products
Hair and scalp preparation for permanent waving
Application, processing, and removing products
Techniques of wrapping hair with rods and other tools
c) Relaxing and chemical straightening
Products
Hair and scalp preparation for chemical straightening
Application, processing, and removing products
VIII. Shaving - 10%
a) Procedures
Preparation
Shaving and shaving areas
Post-shave
b) Techniques
Presoftening the beard with steam towels
Lathering
Shaving strokes
Freehand
Backhand
Reverse freehand
Reverse backhand

Beard and mustache design
c) Skin Care
Products
Skin Analysis
Cleansing the skin with steam towels
Massage manipulations
IX. Maryland Laws and Regulations - 10%
a) Licensing
b) Sanitation Requirements

Barber Theory Examination Reference Materials

- *Code of Maryland Regulations (COMAR) Title 9, Subtitle 16 - Board of Barbers (09.16.01, .02, & .03)*, Maryland Board of Barbers, 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.
- *Annotated Code of Maryland, Title 4: State Board of Barbers*. 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.
- *Milady's Standard Professional Barbering*, 6th edition, 2016. Milady Cengage Learning <http://www.milady.cengage.com>

Master Barber Theory Examination Content

Outline 100 Scored items; 10 Non-scored items

120 Minutes - 70% Correct to Pass

I. Safety, Sanitation, and Disinfection -
20%
a) Safe working conditions and practices
Protective coverings (client draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (SDS)
Patch test
Prohibited materials
b) Safety agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)
c) Sanitation and disinfection
Cleaners and disinfectants
Procedures for tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Infectious diseases and pathogens
e) Standard precautions for exposure incidents
Procedures

First aid kit
Blood exposure disinfection and disposal
II. Client Consultation, Professional Conduct, and Management - 5%
a) Shop Management
b) Apprenticeship
c) Client consultation
d) Contraindications
e) Record keeping
f) Professional ethics
g) Personal hygiene
III. Hair, Scalp and Skin Anatomy - 10%
a) Hair and scalp structure and physiology
Hair structure
Hair type (e.g. texture, elasticity, density, porosity)
Hair growth phases
Hair and scalp conditions and disorders
b) Skin structure and physiology
Skin structure
Skin types
Skin conditions and disorders
IV. Shampooing, Conditioning, and Scalp Care - 5%
a) Shampoos and conditioners
Purpose and types
Procedures
b) Scalp care
Scalp analysis
Scalp massage
Special procedures for presence of scalp conditions
V. Hairstyling - 5%
a) Blow dry styling producers
b) Combs and brushes
c) Temperature precautions
d) Styling aids and products
e) Artificial hair styling
VI. Haircutting - 15%
a) Types of haircuts
Blunt
Tapered/Fade
Layered
b) Guidelines
c) Sectioning hair
d) Thinning and texturizing
e) Using a razor
f) Using clippers

g) Using scissors or shears
VII. Chemical Services - 15%
a) Hair Coloring
Color theory
Hair color application
Virgin
Retouch
Coloring mustache and beard
b) Permanent waving
Products
Hair and scalp preparation for permanent waving
Application, processing, and removing products
Techniques of wrapping hair with rods and other tools
c) Relaxing and chemical straightening
Products
Hair and scalp preparation for chemical straightening
Application, processing, and removing products
VIII. Shaving - 10%
a) Procedures
Preparation
Shaving and shaving areas
Post-shave
b) Techniques
Presoftening the beard with steam towels
Lathering
Shaving strokes
Freehand
Backhand
Reverse freehand
Reverse backhand
Beard and mustache design
c) Skin Care
Products
Skin Analysis
Cleansing the skin with steam towels
Massage manipulations
IX. Maryland Laws and Regulations - 15%

Master Barber Theory Examination Reference Materials

- *Code of Maryland Regulations (COMAR) Title 9, Subtitle 16 - Board of Barbers (09.16.01, .02, & .03)*, Maryland Board of Barbers, 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.

Annotated Code of Maryland, Title 4: State Board of Barbers. 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.

- *Milady's Standard Professional Barbering*, 6th edition, 2016. Milady Cengage Learning
<http://www.milady.cengage.com>

Barber Stylist Theory Examination Content Outline

50 Scored items; 5 Non-scored items

60 Minutes - 70% Correct to Pass

I. Safety, Sanitation, and Disinfection - 30%
a) Safe working conditions and practices
Environment
Protective coverings (client draping, gloves)
Water temperature
Chemical labeling and storage
Safety Data Sheet (SDS)
Prohibited materials
b) Safety agencies
Occupational Safety and Health Agency (OSHA)
Food and Drug Administration (FDA)
Environmental Protection Agency (EPA)
c) Sanitation and disinfection
Cleaners and disinfectants
Procedures for tools, equipment, and work surfaces
Storage of tools and equipment
Single and multiuse items
Prevention of cross-contamination
d) Infectious diseases and pathogens
e) Standard precautions for exposure incidents
Procedures
First aid kit
Blood exposure disinfection and disposal
II. Client Consultation and Professional Conduct - 4%
a) Client consultation
b) Contraindications
c) Record Keeping
d) Professional ethics
e) Personal hygiene
III. Hair, Scalp and Skin Anatomy - 12%
a) Hair and scalp structure and physiology
Hair structure
Hair type (e.g. texture, elasticity, density, porosity)

Hair growth phases
Hair and scalp conditions and disorders
b) Skin structure and physiology
Skin structure
Skin types
Skin conditions and disorders
IV. Shampooing, Conditioning, and Scalp Care - 9%
a) Shampoos and conditioners
Purpose and types
Procedures
b) Scalp care
Scalp analysis
Scalp massage
Special procedures for presence of scalp conditions
V. Hairstyling - 7%
a) Blow dry styling products
b) Combs and brushes
c) Temperature precautions
d) Styling aids and products
VI. Haircutting - 16%
a) Types of haircuts
Blunt
Tapered/Fade
Layered
b) Guidelines
c) Sectioning hair
d) Thinning and texturizing
e) Using a razor
f) Using clippers
g) Using scissors or shears
VII. Shaving - 12%
a) Procedures
Preparation
Shaving and shaving areas
Post-shave
b) Techniques
Presoftening the beard with steam towels
Lathering
Shaving strokes
Freehand

Backhand
Reverse freehand
Reverse backhand
Beard and mustache design
c) Skin Care
Products
Skin Analysis
Cleansing the skin with steam towels
Massage manipulations
VIII. Mary Laws and Regulations - 10%
a) Licensing
b) Sanitation Requirements

Barber Stylist Theory Examination Reference Materials

- *Code of Maryland Regulations (COMAR) Title 9, Subtitle 16 - Board of Barbers (09.16.01, .02, & .03)*, Maryland Board of Barbers, 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.
- *Annotated Code of Maryland, Title 4: State Board of Barbers*. 500 North Calvert Street, Room 307, Baltimore, MD 21202-3651, www.dllr.state.md.us/license/barber/index.html.
- *Milady's Standard Professional Barbering*, 6th edition, 2016. Milady Cengage Learning
<http://www.milady.cengage.com>

BARBER PRACTICAL EXAMINATION

For practical examination questions or concerns, please email barber@psionline.com. Read the following instructions carefully so that you will be properly prepared for the examination.

- Aerosol products are NOT permitted for use during the examination.
- You must use a model for barber haircut and shave services (See Model Requirements in the next section).
- A mannequin head is used for the Permanent wave section.
- No markings or colorings around the mannequin's hair scalp, or hairline are permitted. Candidates bringing in mannequins with these markings may not receive points for the sections of the exam requiring use of these mannequins.
- You must use a model that appears to be in need of a haircut. Model's face must appear clean and be free of skin disease.
- Your model must be present at the time specified on the admission notice.
- A Rater will be monitoring the time during the examination. Candidates will not receive points for any activities not completed within the allotted time limits.
- During the Practical portion, you must follow all appropriate rules for client protection that will ensure the health, safety, and welfare of the public.

- No conversing or any other form of communication among candidates is permitted once you enter the examination area.
- You may not observe other candidates during the examination.
- All tasks listed in this bulletin must be performed in order listed or candidates will NOT receive points.
- It is important to have all needed supplies and equipment when you arrive for the exam. You will not be permitted to leave the exam area once you arrive and are signed in.
- All supplies must be clean and sanitary. Products must be labeled for its intended use in English ONLY. (Manufacturers labels are acceptable.)
- Candidates must step back and raise hand at the end of each section indicating completion.
- An additional two minutes will be given before each section for setup.
- Cheat Sheets and written notes (e.g., written task lines on containers, bags that are numbered and/or bags with a written supply list or written instructions) are NOT to be used during the practical exam. To do so will result in loss of points for all Procedure Criteria throughout the exam. Identifying bag for service is allowed.
- Wearing gloves and changing them throughout the exam will NOT be accepted in lieu of sanitizing hands.
- If you do NOT bring the items listed in the "Kits/Supplies and Equipment" section or bring a wrong item you will NOT receive points for completing those steps.
- Items left behind will be discarded. Please check for and remove all personal items at the end of exam.
- Purses, back packs, recording devices, Cell phones are NOT allowed in the practical examination room.
- Possession of firearms, dangerous or unauthorized materials is **strictly prohibited** at the testing facility properties.

MODEL REQUIREMENTS

- Your model for barber haircut and shave services must present a **current, government-issued photo identification** with date of birth, such as a driver's license, at the exam site;
- Model must sign Model Affidavit form upon arrival at the examination site;
- Model must be at least 16 years of age; a model under the age of 18 must have signed parental consent;
- Model must be willing to have candidate perform procedure on them;
- Model's face must appear clean and be free of skindisease;
- Models are NOT permitted to converse with candidates or other models once he/she enters the exam area;
- Model must not assist the candidate in any way or speak to the candidate during the examination;
- Model must leave the examination site property immediately once he/she has finished participating.

SUGGESTED SUPPLY LIST

The following list is meant to be a suggested list. Candidates are responsible for bringing all necessary supplies/equipment needed to perform all services. Review the practical examination content outlines to ensure you bring all supplies/equipment you need to perform these services.

PRE-EXAM SET UP

(THESE ITEMS SHOULD BE IN A ZIP LOCK BAG LABELED: "PRE SANITIZED")

- Disinfectant (Labeled: EPA disinfectant)
- Hand sanitizer (Labeled: Hand Sanitizer)
- Paper towels
- Trash bag labeled trash/waste
- Spray bottle with water labeled water

OTHER ITEMS TO BRING

- Plain colored smock (Highly recommended, but not mandatory)
- Barbers will use models, as described above.

Shaving Service

- Towels
- Shaving Cream
- Razor (with blade)
- Astringent/toner

Hair Cut Service

- Cape
- Clippers
- Shears
- Combs
- Neck Strips

Permanent Wave Service

- Chemical drape
- Permanent Rods (minimum of 6)
- Towels
- End papers
- Mock waving solution (i.e. water), labeled "Waving Solution"
- Protective cotton
- Gloves

PRACTICAL EXAMINATION

The following information will be used by examiners to grade your performance during the Practical Examination:

All procedure criteria **MUST** be performed in the order listed for candidate to receive points for the tasks. **DO NOT** begin any procedures until the instructions for each section of the examination are read and you have been instructed to begin. It is **NOT** necessary to perform additional or altered steps/tasks not listed below. Items **NOT** listed below are **NOT** rated during the examination. ALL TASK LINES ASSOCIATED WITH THE PRACTICAL EXAMINATION MUST BE PERFORMED ON A MANNEQUIN TO RECEIVE PROCEDURE AND SAFETY CRITERIA POINTS.

Candidates **SHOULD** step back and raise their hand at the end of each section indicating completion.

CANDIDATE BEGINNING GENERAL INSTRUCTIONS

(To be read after all candidates have been checked in and the Rater, and candidates are ready to begin).

Welcome to PSI Exam Services practical examination. Before we begin, I would like to take a few moments to introduce our staff and give you an overview of our examination procedures.

I am the assigned Proctor for this session and my role is to read you the instructions and time on each section of this examination. You may direct any general questions you have to me; however, note that I am only allowed to answer general questions that do NOT direct or instruct you in any way relating to the content outline of this examination. If asked a restricted question, I will politely respond by saying, "Please do as you have been instructed" or "Do the best that you can with what you have brought with you".

The person responsible for observing and rating your skills performance is the assigned Rater for this session. The Rater is NOT allowed to converse with candidates except to provide a general salutation.

At this time, I will review a few routine areas to ensure you are familiar before the examination begins. Our restrooms are located

_____. While you may use the restrooms during the examination, please keep in mind that the time will continue to elapse, and any instructions you miss will NOT be repeated. Only one candidate at a time may leave, so please return as quickly as possible. You must place your waste material in your own trash bag throughout the exam. The sinks are also available for your use if you need water. You do not need permission to use them; however, please remember that they are shampoo bowls with hoses, and you must hang onto the hoses when turning the water on.

Please listen carefully to the following code of conduct for this examination. Any violation of the following code of conduct will result in the loss of points for the tasks performed during the time the conduct is taking place and a report of your conduct will be filed with the proper authorities.

- You may NOT refer to written notes, task lines or Candidate Bulletins during the examination.
- You may not ask questions while performing tasks.
- You may not observe the work of other candidates, please remain focused on your own work area during the examination.
- Please do not speak to or assist other candidates throughout the examination.
- All procedure criteria must be performed in the order listed in the Candidate Information Bulletin for you to receive points for the tasks.
- During the Practical Portion, you must follow all appropriate rules that will ensure the health, safety and welfare of the public.
- When taking out your supplies during each section of the exam, please place your zip lock bag on top of your workstation to be evaluated by your Rater.
- Please note that there is a site wall clock that you can refer to during the exam.
- You may NOT use an empty or unused work area that may be located near or next to you.
- Cell phones are **strictly prohibited** while in the practical examination room. Candidates entering the examination room with cell phones will be dismissed immediately and a report of this action will be filed with the proper authorities. All fees will be forfeited.

For each section, I will announce the title of the section and the amount of time available to complete the section. When I say, "you may begin", you may start completing the tasks associated with that section. When I say, "Candidates, please stop working", please stop completing any unfinished tasks. If you finish the tasks for a particular section before the allotted time has ended, step back and raise your hand to indicate that you are finished with that section. We will not move on to the next section of the examination until all Candidates are finished with the section or the time for the section elapses.

Does anyone have any questions about the instructions I have just read to you?

Barber Practical Examination Content Outline

72 Total Number of Points

1 hour 40 minutes - 70% to pass

The first section is "Pre-Exam Set Up and Disinfection." You will have 10 minutes to unpack your general supplies and put them on your assigned station. You will also take out the supplies you will need for the "Hair Cutting Service" section of the examination. Please place your Hair Cutting zip lock bag on top of your workstation to be evaluated by your Rater. You will be informed when you have 5 minutes remaining.

You may begin.

Pre-Exam Set Up and Disinfection

Time Allowed: 10 minutes

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Disinfects work surfaces with product labeled as EPA-registered disinfectant
3. Ensures all containers remain closed when not in use
4. First Aid kit is present
5. Kit must remain closed when not in use
6. Removes products from containers without contamination

Candidates you have 5 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination.

The next section is "Hair Cutting Service" you will have 30 minutes to complete this section, which involves removing 1/8 inch of hair throughout the entire head by performing a tapered, blended haircut using clippers and shears. You will be informed when you have 15 minutes remaining. Once you have completed all tasks associated with this section, please step back and raise your hand to indicate that you are finished and the Rater will check your haircut.

You may begin.

Hair Cutting Service

Time Allowed: 30 minutes

Remove a 1/8 inch of hair throughout entire head by performing a tapered, blended haircut using clippers and shears.

Procedure Criteria (1 point each):

1. Sanitizes hands using product labeled as hand sanitizer
2. Drapes with neck strip and cape
3. Holds shears by placing thumb in thumb grip of moving blade and ring finger in finger grip of still blade
4. Palms shears when in use
5. Ensures arch over ears is apparent at end of haircut
6. Ensures haircut is blended
7. Ensures hair is tapered from shorter to longer
8. Ensures haircut is balanced
9. Cleans up loose hair from model
10. Cleans hair off workstation and sweeps hair from floor

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Ensures workstation/area remains sanitary/clean throughout section
3. Implements/supplies are clean and bags are labeled as pre-sanitized/clean in English only
4. Ensures draping is maintained throughout service
5. Replaces contaminated items
6. Ensures all containers remain closed when not in use
7. Kit must remain closed when not in use
8. Removes products from containers without contamination

Candidates you have 15 minutes remaining

Candidates, please stop working.

(Raters will read the following to each candidate after they have indicated they are done)

"May I please use your comb to check your haircut?"

"Thank you; you may clean up ONLY your hair at this time".

All scoring has been completed for this section. We will now proceed to the next section of the examination.

All scoring has been completed for this section. We will now proceed to the next section of the examination.

You will now have 2 minutes to take out the supplies you will need for the “Shaving Service” section of the examination. Please place your Shaving zip lock bag on top of your workstation to be evaluated by your Rater.

(Once all bags have been placed on the workstation please say);

Candidates, please stop working.

The next section is “Shaving Service” you will have 40 minutes to complete this section, which involves performing a basic shave using a straight razor with a blade. You will be informed when you have 20 minutes remaining.

You may begin.

Shaving Service

Time Allowed: 30 minutes

Perform a basic shave using a straight razor (with blade).

Procedure Criteria (1 points each):

1. Sanitizes hands and wrist using product labeled as hand sanitizer
2. Covers headrest with towel/paper towel/plastic cap
3. Drapes model for Shaving service
4. Lays towel across chest
5. Lathers face using fingertips in a circular motion
6. Wrings out wet towel thoroughly and tests for temperature
7. Places steam towel on face such that nose is not covered
8. Removes lather with towel in one continuous motion
9. Re-lathers face using fingertips in a circular motion
10. Demonstrates use of free-hand strokes in the proper position and areas
11. Demonstrates use of back-hand strokes in the proper position and areas
12. Demonstrates use of reverse free-hand strokes in the proper position and areas
13. Stretches skin while shaving
14. Removes all traces of lather
15. Ensures shaved area is free from all traces of facial (stubble) hairs

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Ensures workstation/area remains sanitary/clean throughout section
3. Implements/supplies are clean and bags are labeled as pre-sanitized/clean in English only
4. Ensures draping is maintained throughout service
5. Replaces contaminated items
6. Ensures all containers remain closed when not in use
7. Kit must remain closed when not in use
8. Removes products from containers without contamination

Candidates you have 15 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination.

You will now have 20 minutes to take out the supplies you will need for the “Permanent Waving Service” section of the examination. Please place your Permanent Waving zip lock bag on top of your workstation to be evaluated by your Rater.

You may begin.

(Once all bags have been placed on the workstation please say);

Candidates, please stop working.

The next section is “Permanent Waving Service” you will have 15 minutes to complete this section. Once you have wrapped the permanent rods, please step back and raise your hand, you will be asked to apply the permanent waving solution by your Rater. You will also be asked to demonstrate a test curl. Once the Rater has checked the rods, please remove the rods and comb the hair straight back. You will be informed when you have 10 minutes remaining.

You may begin.

Permanent Waving Service

Time Allowed: 20 minutes

Wrap 3 rods minimum within the center back section of the head, anywhere between the crown to nape area and apply mock chemical waving solution (i.e., water).

Procedure Criteria (1 point each):

1. Sanitizes hands using product labeled as hand sanitizer
2. Applies chemical draping
3. Sections hair equal to length of rods
4. Subsections hair in sections equal to the diameter of the rods
5. Spreads hair evenly across end paper(s) for all 3 rods
6. Spreads hair evenly around all 3 rods
7. Extends end paper(s) beyond hair ends
8. Maintains consistent rod/base relationship on all 3 rods
9. Wraps rods for proper tension ensuring correct band placement on all 3 rods
10. Applies protective cotton around wrapped section
11. Demonstrates saturation evenly with product labeled as waving lotion, ensuring excess lotion does not remain on skin on all rods (wears protective gloves)
12. Demonstrates a test curl to confirm curl development

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Ensures draping is maintained throughout service
3. Ensures workstation/area remains sanitary/clean throughout section
4. Implements/supplies are clean and bags are labeled as pre-sanitized/clean in English only
5. Replaces contaminated items
6. Ensures all containers remain closed when not in use
7. Kit must remain closed when not in use
8. Removes products from containers without contamination

Candidates you have 10 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination

The last section is “End of Exam Disinfection,” you will have 10 minutes to complete this section. You will be informed when you have 5 minutes remaining.

You may begin.

End of Exam

Disinfection Time

Allowed: 10 minutes

The following criteria are tested at the end of the Practical

exam. Safety Criteria (1 point each):

1. Removes cape
2. Disposes of used towel(s), cape(s), neck strip(s), and glove(s)
3. Disinfects work surfaces with product labeled as EPA-registered disinfectant
4. Sanitizes hands using product labeled as hand sanitizer
5. Removes all supplies, materials, and/or personal belongings

Candidates you have 5 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section.

CANDIDATE FINAL INSTRUCTIONS: BARBER EXAM

This concludes the practical examination. Barring any computer related problems it should only take approximately 5-10 minutes to generate the reports. Once you have received your score report you are required to leave the testing facility immediately. Please be sure to read and review your score report in its entirety. Raters or Proctors are NOT allowed to discuss your exam or its results. For questions or concerns please wait 24 hours and then contact PSI customer service.

Thank you and have a great day!

Barber Stylist Practical Examination Content Outline

52 Total Number of Points

1 hour 20 minutes - 70% to pass

The first section is "Pre-Exam Set Up and Disinfection." You will have 10 minutes to unpack your general supplies and put them on your assigned station. You will also take out the supplies you will need for the "Hair Cutting Service" section of the examination. Please place your Hair Cutting zip lock bag on top of your workstation to be evaluated by your Rater. You will be informed when you have 5 minutes remaining.

You may begin.

Pre-Exam Set Up and Disinfection

Time Allowed: 10 minutes

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Disinfects work surfaces with product labeled as EPA-registered disinfectant
3. Ensures all containers remain closed when not in use
4. First Aid kit is present
5. Kit must remain closed when not in use
6. Removes products from containers without contamination

Candidates you have 5 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination.

The next section is "Hair Cutting Service" you will have 30 minutes to complete this section, which involves removing 1/8 inch of hair throughout the entire head by performing a tapered, blended haircut using clippers and shears. You will be informed when you have 15 minutes remaining. Once you have completed all tasks associated with this section, please step back and raise your hand to indicate that you are finished and the Rater will check your haircut.

You may begin.

Hair Cutting Service

Time Allowed: 30 minutes

Remove a 1/8 inch of hair throughout entire head by performing a tapered, blended haircut using clippers and shears.

Procedure Criteria (1 point each): note: numbering off in this section

1. Sanitizes hands using product labeled as hand sanitizer
2. Drapes with neck strip and cape
3. Holds shears by placing thumb in thumb grip of moving blade and ring finger in finger grip of still blade
4. Palms shears when in use
5. Ensures arch over ears is apparent at end of haircut
6. Ensures haircut is blended
7. Ensures hair is tapered from shorter to longer
8. Ensures haircut is balanced
9. Cleans up loose hair from model
10. Cleans hair off workstation and sweeps hair from floor

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Ensures workstation/area remains sanitary/clean throughout section
3. Implements/supplies are clean and bags are labeled as pre-sanitized/clean in English only
4. Ensures draping is maintained throughout service
5. Replaces contaminated items
6. Ensures all containers remain closed when not in use
7. Kit must remain closed when not in use
8. Removes products from containers without contamination

Candidates you have 15 minutes remaining

Candidates, please stop working.

(Raters will read the following to each candidate after they have indicated they are done)

"May I please use your comb to check your haircut?"

"Thank you; you may clean up ONLY your hair at this time".

All scoring has been completed for this section. We will now proceed to the next section of the examination.

You will now have 2 minutes to take out the supplies you will need for the “Shaving Service” section of the examination. Please place your Shaving zip lock bag on top of your workstation to be evaluated by your Rater.

(Once all bags have been placed on the workstation please say);

Candidates, please stop working.

The next section is “Shaving Service” you will have 40 minutes to complete this section, which involves performing a basic shave using a straight razor with a blade. You will be informed when you have 20 minutes remaining.

You may begin.

Shaving Service

Time Allowed: 30 minutes

Perform a basic shave using a straight razor (with blade).

Procedure Criteria (1 point each):

1. Sanitizes hands and wrist using product labeled as hand sanitizer
2. Covers headrest with towel/paper towel/plastic cap
3. Drapes model for Shaving service
4. Lays towel across chest
5. Lathers face using fingertips in a circular motion
6. Wrings out wet towel thoroughly and tests for temperature
7. Places steam towel on face such that nose is not covered
8. Removes lather with towel in one continuous motion
9. Re-lathers face using fingertips in a circular motion
10. Demonstrates use of free-hand strokes in the proper position and areas
11. Demonstrates use of back-hand strokes in the proper position and areas
12. Demonstrates use of reverse free-hand strokes in the proper position and areas
13. Stretches skin while shaving
14. Removes all traces of lather
15. Ensures shaved area is free from all traces of facial (stubble) hairs

Safety Criteria (1 point each):

1. Disposes of waste material using a bag labeled as trash/waste
2. Ensures workstation/area remains sanitary/clean throughout section
3. Implements/supplies are clean and bags are labeled as pre-sanitized/clean in English only
4. Ensures draping is maintained throughout service
5. Replaces contaminated items
6. Ensures all containers remain closed when not in use
7. Kit must remain closed when not in use
8. Removes products from containers without contamination

Candidates you have 15 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section. We will now proceed to the next section of the examination.

The last section is “End of Exam Disinfection,” you will have 10 minutes to complete this section. You will be informed when you have 5 minutes remaining.

You may begin.

End of Exam Disinfection Time Allowed: 10 minutes

The following criteria are tested at the end of the Practical exam. **Safety Criteria (1 point each):**

1. Removes cape
2. Disposes of used towel(s), cape(s), neck strip(s), and glove(s)
3. Disinfects work surfaces with product labeled as EPA-registered disinfectant
4. Sanitizes hands using product labeled as hand sanitizer
5. Removes all supplies, materials, and/or personal belongings

Candidates you have 5 minutes remaining.

Candidates, please stop working.

All scoring has been completed for this section.

CANDIDATE FINAL INSTRUCTIONS: BARBER STYLIST EXAM

This concludes the practical examination. Barring any computer related problems, it should only take approximately 5-10 minutes to generate the reports. Once you have received your score report you are required to leave the testing facility immediately. Please be sure to read and review your score report in its entirety. Raters or Proctors are NOT allowed to discuss your exam or its results. For questions or concerns please wait 24 hours and then contact PSI customer service.

Thank you and have a great day!

APPLICATION TO TEST

There are two options to complete application submissions. Applications can be submitted online or hard copy documents mailed in to the address at the top of the application on the following page.

MD AUTOMATED APPLICATION PROCESSING

A test taker account is necessary to register for testing with PSI. If you have tested with PSI in the past, you have an existing account that needs to be used. Enter the email address of that account and recover the password if needed. Only one account per test taker can be created in our system.

Email addresses upon registration must be spelled correctly and an address belonging to the test taker.

- 1- Test takers will go to the PSI webpage here - <https://test-takers.psiexams.com/>
- 2- Test takers will choose their test and whether it be the Theory or Practical portion
- 3- Test takers will then create a new account if never testing with PSI before. If they have tested with PSI and have a previous account, please login with that information and DO NOT create an additional account.
- 4- When the PSI account Sign In or Creation is completed. The application information will then be displayed.
- 5- The application will begin and move through the pages as the test taker fills in or reviews the information provided. Please submit when finished.
- 6- If there are deficiencies in the application, the test taker will receive an email outlining the missing information and how to submit the needed document. The process is put on HOLD status and awaits the test taker to submit the needed information.
- 7- Once the application is submitted, test taker's should check their email account listed on the application for information pertaining to the application or the approval email.

Please refer to the MD Application Tutorial Link for a detailed overview of steps. Test takers can find this on the front main page here <https://test-takers.psiexams.com/mdcos>

Maryland Barber Examination Eligibility Registration Form

Complete all required information. Incomplete or unsigned applications will be returned and may cause a delay in testing. Mail the form with letter of eligibility to:

PSI Services LLC
 Attn: MD BARBER
 450 North Stephanie Street
 2nd Floor
 Henderson, NV 8901 Or email to mdcosapp@psionline.com

PORITION ONE - GENERAL INFORMATION

Last Name		Full First Name		Full Middle Name		Suffix (Jr., III, etc.)	
Maiden Name/Former Surname (attach legal documentation, i.e., marriage certificate)							
Date of Birth (MO/DAY/YEAR)		Place of Birth			Social Security Number		
Residence address (Address of legal residency is required, address MUST match the ID used for admission to the test)							
City			State		Zip Code		County
Mobile Phone Number (Please include area code) ()				Other Phone Number (Please include area code) ()			
Personal Email Address					Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		
Circle the highest level of school completed (please circle one) 1 2 3 4 5 6 7 8 9 10 11 12 +							
Indicate the name of the last high school, trade school, college or university you attended						Dates Attended From: To:	
Registration Number, Apprenticeship Number, or License Number if applicable (attach copy						of document)	
Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Have you ever been licensed for this profession in any other state? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please indicate state registration number, type of license, and year issued.							
Have you ever taken this test in the state of Maryland? <input type="checkbox"/> Yes <input type="checkbox"/> No				Have you been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			

I attest the information provided on this form are to my knowledge, true and accurate.

Test taker Signature _____

Date _____

PORTION TWO – EXAMINATION AND LANGUAGE SELECTION

Barber	Master Barber	Barber Stylist	Examination Fee
<input type="checkbox"/> Practical and Theory		<input type="checkbox"/> Practical and Theory	\$77
<input type="checkbox"/> Practical Only		<input type="checkbox"/> Practical Only	\$47
<input type="checkbox"/> Theory Only	<input type="checkbox"/> Theory Only	<input type="checkbox"/> Theory Only	\$47

<input type="checkbox"/> English language	<input type="checkbox"/> Spanish	<input type="checkbox"/> Vietnamese
---	----------------------------------	-------------------------------------

EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT. Payment may be made for both theory and practical tests at the same time to receive a discount, however, it is NOT allowed to schedule your practical test until all documentation has been completed for completion of the full 1200 hours of instruction.

PORTION THREE – CERTIFICATION OF TRAINING AND VERIFICATION OF EXPERIENCE

Student Training

Must be completed and signed by the Instructor or School Director and be notarized.

This Verification may also be completed and submitted in place of the Student Record Form or Certificate of Completion

Name of School	Course of Study
Street Address	Number of Course Hours Completed
City State Zip Code	School Identification Number
Dates of Attendance From: To:	Notary or School Seal in this section
Affidavit of Director or Instructor I do by affirm under penalty of perjury the applicant has successfully completed the course of study in a Barber School approved by the Maryland Higher Education Commission or the Maryland state Department of Education for the number of hours required and the duration of training as listed in the student training section. Name of Director or Instructor: _____ Printed _____ Signed License Number: _____ Date: _____	

Apprentice Training Certification Must be completed and signed by the licensed supervisor	
Affidavit of Licensed Supervisor I do hereby affirm under penalty of perjury the applicant has been in trained under my supervision in a licensed salon for the period of time indicated below, to which I have affixed my signature and license number.	
Name of Shop	Permit Number
Street Address	Phone Number ()
City State Zip Code	Dates of Training From: To:
Printed Name of Licensed Supervisor	
Signature of Licensed Supervisor	License Number of Licensed Supervisor

Master Barber Experience Verification Must be completed and signed by the Owner or licensed supervisor of each salon or shop employing the applicant	
Affidavit of Owner or Licensed Supervisor I do hereby affirm under penalty of perjury the applicant has been in trained under my supervision in a licensed barber shop for the period of time indicated below, to which I have affixed my signature and license number.	
Name of Shop	Permit Number
Street Address	Phone Number ()
City State Zip Code	Dates of Training From: To:
Printed Name of Licensed Supervisor	
Signature of Licensed Supervisor	License Number of Licensed Supervisor

Test Accommodations

PSI testing centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking tests should request for alternative arrangements by [Clicking Here](#).

Requirements for test accommodation requests:

- ✓ Submit documentation from the medical authority or learning institution that rendered the diagnosis.
- ✓ Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:
 - Description of the disability and limitations related to testing.
 - Recommended accommodation.
 - Name, title and telephone number of the medical authority or specialist.
 - Original signature of the medical authority or specialist.

**MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE
REQUESTING EXAMINATION ACCOMMODATIONS**

PSI Services LLC
450 North Stephanie Street
2nd Floor
Henderson, NV 89014