



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

Glenn A. Youngkin
Governor

James B. "Jeb" Wilkinson, Jr.
Director

G. Bryan Slater
Secretary of Labor

MEMORANDUM

TO: Licensed Barber Schools

FROM: Kelley Smith
Executive Director

PHONE: 804-367-8590

DATE: October 7, 2025

SUBJECT: Regulatory Changes to Barber Curriculum Requirements

The Board for Barbers and Cosmetology has revised the hours, curriculum, and performance requirements for all barber programs. **These new requirements will go into effect on December 1, 2025.** Barber schools must submit their updated curriculum documents by **March 1, 2026**. Schools that miss this deadline or fail to meet the new requirements will be considered out of compliance and will face administrative termination. Continuing to operate without an approved program may result in disciplinary action.

See a summary of the changes below:

Program Type	Course Length in Hours	Total Performances Required
Basic Barber	1,100 → 750	370 → 332
Master Barber	400 → 250	120 → 100
Dual Barber/Master Barber	1,500 → 1,000	490 → 432

The following documents must be submitted to and approved by the Board in order to teach the updated curriculum(s). Please note if you have more than one program, you must submit these documents for each program individually:

1. A syllabus form (provided by the board)

OR

Updated syllabus complete with:

- Course of study and hours of program
- Textbooks used
- Schedule
 - Days and times classes are held
 - Breaks to be given, as breaks longer than 15 minutes cannot be counted towards hours
 - Is the course full or part time? If one or the other is not offered, this must be specified
 - How long the program will take to complete in weeks
- Online instruction information, if applicable
 - What topics are taught online — keep in mind only theory is allowed
 - What learning platform will be used (Milady CIMA, Zoom, etc.)
 - How long students will have to complete the online instruction
 - How student identity will be verified

2. Course outline curriculum form (provided by the board)

3. Three separate sample evaluations for the student's completion of theory topics, practical topics, and practical performances

OR

Theory, practical, and performance evaluation templates (provided by the board)

The Board has created and included several forms to assist you with providing the necessary information to be approved as quickly as possible. The use of these forms is not mandatory but will assist you with getting approval. If you choose not to use the forms, you must submit the required updated information in your own format. If desired, you can use the Board supplied forms for efficient approval and, at a later date, submit documents that reflect your school branding.

For your reference, the new curriculum requirements and FAQs concerning the updated curriculum are enclosed. The barber curriculum changes will also be uploaded to the [DPOR website](#), the [Virginia LIS \(legislative information system\)](#) website, and the [Virginia Townhall](#) website.

At the Board meeting on September 29, 2025, the Board adopted a guidance document regarding the implementation of the curriculum changes. It also includes information pertaining to students who enrolled in an effected program before December 1, 2025.

You may contact the Board office by telephone at (804) 367-8509, or by email at rr-bchopschoolroster@dpvr.virginia.gov, with any questions that you may have pertaining to the information provided in this memo or any of the Board's programs.

18VAC41-20-210. Curriculum requirements.

B. The outline for barbering must include the following:

1. Orientation and business topics - minimum of 25 hours of instruction:
 - a. School policies;
 - b. Business and shop management; and
 - c. Professional ethics and personal hygiene.
2. State law and regulations - minimum of 10 hours of instruction.
3. Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears - minimum of 270 hours of instruction:
 - a. Client consultation; and
 - b. Styling hair with a hand hair dryer.
4. Shaving and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation.
5. Applying hair color - minimum of 50 hours of instruction, to include client consultation.
6. Applied sciences - minimum of 100 hours of instruction:
 - a. Anatomy and physiology;
 - b. Skin structure and function;
 - c. Skin types;
 - d. Skin conditions;
 - e. Diseases and disorders of the skin;
 - f. Analyzing skin or scalp conditions; and
 - g. Giving scalp treatments;
7. General sciences - minimum of 80 hours of instruction:
 - a. Bacteriology;
 - b. Microorganisms;
 - c. Infection control, sanitation, disinfection, and sterilization;
 - d. Occupational Safety and Health Administration (OSHA) requirements;
 - e. Safety Data Sheet (SDS);
 - f. General procedures and safety measures;
 - g. Cosmetic chemistry; and
 - h. Products and ingredients.
8. Facial hair and skin care services - minimum of 100 hours of instruction:
 - a. Client skin analysis and consultation;
 - b. Effleurage and related movements and manipulations of the face;
 - c. Cleansing procedures;
 - d. Masks;
 - e. Extraction techniques;

- f. Machines, equipment, and electricity;
 - g. Manual facials and treatments; and
 - h. General procedures and safety measures.
9. Understanding and maintaining implements and equipment (e.g., tools) - minimum of 15 hours of instruction.

C. The outline for a barber school adding a master barber program must include the following:

- 1. Thermal waving - minimum of 20 hours of instruction;
- 2. Permanent waving and relaxing the hair with chemicals - minimum of 110 hours of instruction;
- 3. Lightening or toning the hair - minimum of 100 hours of instruction;
- 4. Hairpieces and wigs - minimum of 15 hours of instruction; and
- 5. Waxing limited to the scalp - minimum of five hours of instruction.

D. The outline for a barber school adding a dual barber/master barber program must include the following:

- 1. Orientation and business topics - minimum of 25 hours of instruction:
 - a. School policies;
 - b. Business and shop management; and
 - c. Professional ethics and personal hygiene.
- 2. State law and regulations - minimum of 10 hours of instruction.
- 3. Shampooing, cutting, thinning, tapering the hair with a razor, clippers, and shears - minimum of 270 hours of instruction:
 - a. Client consultation; and
 - b. Styling the hair with a hand hair dryer
- 4. Shaving-and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation.
- 5. Applying hair color - minimum of 50 hours of instruction, to include client consultation.
- 6. Applied sciences - minimum of 100 hours of instruction:
 - a. Anatomy and physiology;
 - b. Skin structure and function;
 - c. Skin types;
 - d. Skin conditions;
 - e. Diseases and disorders of the skin;
 - f. Analyzing skin or scalp conditions; ~~19~~ and
 - g. Giving scalp treatments
- 7. General sciences - minimum of 80 hours of instruction:
 - a. Bacteriology;
 - b. Microorganisms;
 - c. Infection control, sanitation, disinfection, and sterilization;

- d. Occupational Safety and Health Administration (OSHA) requirements;
 - e. Safety Data Sheet (SDS);
 - f. General procedures and safety measures;
 - g. Cosmetic chemistry; and
 - h. Products and ingredients.
8. Facial hair and skin care services - minimum of 100 hours of instruction:
- a. Client skin analysis and consultation;
 - b. Effleurage and related movements and manipulations of the face;
 - c. Cleansing procedures;
 - d. Masks;
 - e. Extraction techniques;
 - f. Machines, equipment, and electricity;
 - g. Manual facials and treatments; and
 - h. General procedures and safety measures.
9. Understanding and maintaining implements and equipment (e.g., tools) - minimum of 15 hours of instruction.
10. Thermal waving - minimum of 20 hours of instruction.
11. Permanent waving and relaxing the hair with chemicals - minimum of 110 hours of instruction.
12. Lightening or toning the hair - minimum of 100 hours of instruction.
13. Hairpieces and wigs - minimum of 15 hours of instruction.
14. Waxing limited to the scalp - minimum of 5 hours of instruction.

18VAC41-20-220. Practical performance requirements.

A. The curriculum requirements for barbering must include the following minimum performances:

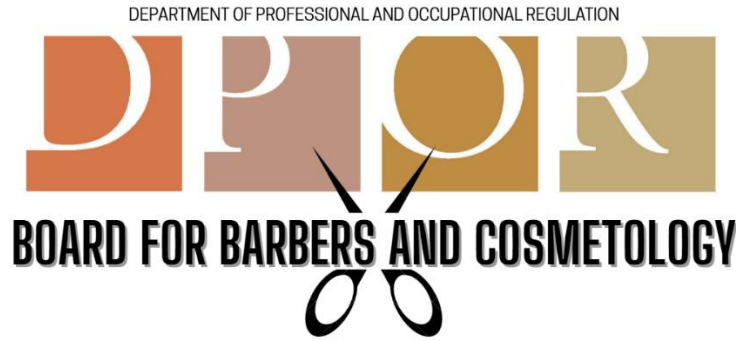
Hair and scalp treatments	10
Straight razor shaving on face and neck	12
Hair services	285
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Basic facials	5
TOTAL	332

B. The curriculum requirements for master barbering must include the following minimum performances:

Bleaching and frosting	20
Cold permanent waving or chemical relaxing	30
Wig care, styling, placing on model	15
Finger waving and thermal waving	30
Waxing limited to the scalp	5
TOTAL	100

C. The curriculum requirements for dual barber/master barber program must include the following minimum performances:

Hair and scalp treatments	10
Hair services	285
Straight razor shaving on face and neck	12
Bleaching and frosting	20
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Cold permanent waving or chemical relaxing	30
Wig care, styling, placing on model	15
Finger waving and thermal waving	30
Basic facials	5
Waxing limited to the scalp	5
TOTAL	432



Barbering Hours & Curriculum Update - Frequently Asked Questions

Q: Why are the hours and curriculum requirements changing in the Barbering Curriculum (18VAC41-20-210.A, B, C and D)?

A: On September 1st 2024, the board lowered cosmetology hours from 1500 to 1000. This created an inequitable situation for barbers. In comparison, barbers now go to school for longer but their scope of practice is smaller than a cosmetologist's. The update will correct this.

Q: When do these changes become effective?

A: December 1st, 2025

Q: What are the new minimum hour requirements for each program?

A: Basic Barber – 750 hours

Master Barber – 250 hours

Dual Barber/Master Barber – 1,000 hours

Q: I already have students enrolled, how will these changes affect them?

A: Students already enrolled in one of the affected programs before December 1, 2025 will have to either:

1. Finish the program they started by:
 - a. Students must complete the barber program by July 31, 2026;
 - b. Students must complete the master barber program by February 28, 2026;
 - c. Students must complete the dual barber/master barber program by August 31, 2026

OR

2. Transfer to the new program

Whether transferring will benefit the student or not must be evaluated on a case-by-case basis. For example, a basic barbering student with 150 hours completed would benefit more from transferring than a basic barbering student with 800 hours completed.

Q: Will graduates trained under the requirements effective before December 1, 2025 still be eligible to sit for the state board exams?

A: Yes, as long as their program was board-approved and in effect when they started it.

Q: What happens if a school does not have the new program approved by the effective date?

A: Schools without a new program approved by the board will not be able to enroll new students after the effective date. This is because after the effective date, the old program will not exist.

Q: I am a school, what do I need to do?

A: New documentation will be required. All schools will be receiving an update packet via USPS Certified Mail containing information about the update, as well as a complete list of what to submit. Find that complete list below:

- A syllabus form (provided by the board)
OR
Updated syllabus complete with:
 - Course of study and hours of program
 - Textbooks used
 - Schedule
 - Days and times classes are held
 - Breaks to be given, as they cannot be counted towards the 1000 hours
 - If the course is full or part time. If one or the other is not offered, this must be specified
 - How long the program will take to complete in weeks
 - Online instruction information, if applicable
 - What topics are taught online — keep in mind only theory is allowed
 - What learning platform will be used
 - How long students will have to complete the online instruction
 - How student identity will be verified
- Course outline curriculum form (provided by the board)
- Three separate sample evaluations for the student's completion of theory topics, practical topics, and practical performances
OR
Theory, practical, and performance evaluation templates (provided by the board)
- All of the above MUST be submitted in order to be approved by the board

Q: When do I need to submit the new required documentation?

A: New documentation must be submitted to the Board by March 1, 2026

Q: When may I begin teaching the new Barbering, Master Barbering or Dual curriculum?

A: Schools may begin offering the new curricula once their required documents have been approved by the Board and no earlier than December 1, 2025

Q: Will this change impact grants and financial aid for students?

A: Possibly. If you're concerned about financial aid qualifications, contact the U.S. Department of Education.

Q: Why is the Board changing the hours and requirements instead of addressing the real issues in the barbering industry, like barbers operating without a proper license?

A: There are many valid concerns about the state of the barbering industry. By lowering the required hours we hope to reduce barriers to entry and make it easier for people to get licensed rather than working without one.

Q: What about all the unlicensed barbershops?

A: An increase in licensed barbers could lead to an increase in licensed shops. In the meantime, DPOR is complaint-driven. Complaints enable us to open investigations into unlicensed activity. If you're aware of unlicensed activity, we ask that you submit a complaint. The process starts here:

<https://www.dpor.virginia.gov/Report-Licensee>

Q: Isn't the Board supposed to protect the public, how does cutting hours or changing requirements accomplish that?

A: The purpose of the Board is to ensure the public is safe when receiving barber services through ensuring practitioners are minimally competent. While the newly licensed barbers may have less training hours than ones that came before them, getting someone licensed is the first step towards building a competent workforce overall.



A guide to transferring from the previous barber program to the new barber program

This document is designed to provide schools with direction on the appropriate application of transfer credits when a student changes programs. The decision of whether switching programs will benefit a student must be evaluated on a case-by-case basis, with full consideration of the student's academic progress and program requirements.

Please note that **the Board does not review** or evaluate individual student transcripts for transfer purposes. Schools should not submit transcripts to the Board for review. Instead, it is the responsibility of each school to assess transfer eligibility and apply credits appropriately, in accordance with the regulations.

Schools are encouraged to ensure their internal transfer credit policies are applied consistently, documented thoroughly, and communicated clearly to students.

Step 1: Assess the student transcript

Barber School

Transcript

Student Name: Barber Student

Topic	Hours Earned
School Policies.....	10
State Law, Regulations, Professional Ethics.....	15
Business & Shop Management.....	5
Client Consultation.....	5
Personal Hygiene.....	5
Cutting The Hair.....	150
Tapering The Hair.....	75
Thinning The Hair.....	75
Shampooing The Hair.....	15
Shaving.....	25
Trimming Mustache or Beard.....	15
Applying Hair Color.....	0
Analyzing Skin Or Scalp Conditions.....	0
Giving Scalp Treatments.....	0
Giving Basic Facial Massage Or Treatment.....	0
Sanitizing And Maintaining Implements And Equipment.....	0
Honing And Stropping A Razor.....	0
Total hours so far	395

Step 2: Compare the transcript against the new requirements

Requirements Effective 12/1/25:

- Orientation and business topics - minimum of 25 hours of instruction:
 - School policies;
 - Business and shop management; and
 - Professional ethics and personal hygiene.
- State law and regulations - minimum of 10 hours of instruction.
- Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears - minimum of 270 hours of instruction:
 - Client consultation; and
 - Styling hair with a hand hair dryer.
- Shaving and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation.
- Applying hair color - minimum of 50 hours of instruction, to include client consultation.
- Applied sciences - minimum of 100 hours of instruction:
 - Anatomy and physiology;
 - Skin structure and function;
 - Skin types;
 - Skin conditions;
 - Diseases and disorders of the skin;
 - Analyzing skin or scalp conditions; and
 - Giving scalp treatments;
- General sciences - minimum of 80 hours of instruction:
 - Bacteriology;
 - Microorganisms;
 - Infection control, sanitation, disinfection, and sterilization;
 - Occupational Safety and Health Administration (OSHA) requirements;
 - Safety Data Sheet (SDS);
 - General procedures and safety measures;
 - Cosmetic chemistry; and
 - Products and ingredients.
- Facial hair and skin care services - minimum of 100 hours of instruction:
 - Client skin analysis and consultation;
 - Effleurage and related movements and manipulations of the face;
 - Cleansing procedures;
 - Masks;
 - Extraction techniques;
 - Machines, equipment, and electricity;
 - Manual facials and treatments; and
 - General procedures and safety measures.
- Understanding and maintaining implements and equipment (e.g., tools) - minimum of 15 hours of instruction.

Step 3: Transfer hours where appropriate

Hours transferred:

Orientation and business topics - minimum of 25 hours of instruction: **25 hours**
 State law and regulations - minimum of 10 hours of instruction: **10 hours**
 Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears - minimum of 270 hours of instruction: **270 hours**
 Shaving and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation. **40 hours**

Hours not transferable: 50

- The school policies, state law, and shop management topics have been combined with a 25 minimum hour requirement. So the 10 hours from school policies and 5 hours from shop management can be transferred to **Orientation and business topics**.
- Professional ethics was moved from state law to orientation, so you could take 5 hours of ethics from state law and apply it towards **Orientation and business topics**
- Personal hygiene is now under **Orientation**, so those 5 hours can be transferred
- The 10 remaining hours from state law can go towards **State law and regulations**
- The students' hours from client consultation, cutting, tapering, thinning, and shampooing the hair, total 320 hours. This can be applied to topic area #3: **Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears**. But only 270 of that can be applied (unless you are doing beyond the minimum). The remaining 50 hours could not be transferred.
- The shaving and trimming mustache or beard topics have been combined, so the 25 and 15 hours can be transferred to #4 **Shaving and trimming a moustache or beard**

Performances can be transferred too. Simply use the same method of evaluation to determine which performances can be transferred and which cannot.

Barber School

Transcript

Student Name: Barber Student

Performance	# Completed
Hair and scalp Treatments.....	10 out of 10
Hair services.....	150 out of 320
Hair coloring (including Tinting, temporary rinses, and semi-permanent color)...	30 out of 35
<u>Basic facials.....</u>	<u>5 out of 5</u>
 Total Performances	 195 out of 370

Requirements Effective 12/1/25:

Hair and scalp treatments	10
Straight razor shaving on face and neck	12
Hair services	285
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Basic facials	5
Total	332

Performances transferred:

Hair and scalp treatments	10
Straight razor shaving on face and neck	0
Hair services	150
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Basic facials	5
Total transferred	185

This student did more hair coloring performances than the new requirements calls for, so 10 of the performances were not transferred

Apply this method of evaluation to also transfer master barber and dual barber/master barber students.

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
(804) 367-8509

Virginia Board for Barbers and Cosmetology

www.dpor.virginia.gov

barbercosmo@dpor.virginia.gov



School Instructional Hours and Program Length
No Fee Required

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

School Instructional Hours and Program Length

Instructional hours for full-time students (if applicable):

Please specify times as A.M. or P.M.

Monday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Tuesday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Wednesday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Thursday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Friday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Saturday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Sunday: _____ to _____ – (minus) _____ Break

Total instructional hours per day: _____

Total instructional hours per week: _____

Total program hours divided by the total instructional hours for the week: _____ (this is the program length)

Approximate Program Length: _____ number of weeks

Instructional hours for part-time students (if applicable):

Please specify times as A.M. or P.M.

Monday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Tuesday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Wednesday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Thursday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Friday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Saturday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
Sunday:	_____ to _____ – (minus) _____ Break	Total instructional hours per day: _____
		Total instructional hours per week: _____

Total program hours divided by the total instructional hours for the week: _____ (this is the program length)

Approximate Program Length: _____ number of weeks

Instructors may only teach one class at a given time. If you only have one instructor, you cannot have concurrent classes on your schedule.

Please list the holidays in which the school is closed

I certify that the information above is true and accurate, and the school will abide by the contents indicated above.

Responsible manager signature: _____ Date: _____

Responsible manager signature: _____ Date: _____

Responsible manager signature: _____ Date: _____

Virginia Board for Barbers and Cosmetology
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Regulation
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Virginia Board for Barbers and Cosmetology
Barber Curriculum
No Fee Required

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Course Syllabus

Description: The Barber course is _____ (*list the course hours here*) clock hours and meets the requirements of "The Virginia Board for Barbers and Cosmetology."

This program is designed to equip you with the knowledge and skills necessary to become a licensed barber in Virginia. Through a combination of theory and hands-on practical, you will gain experience in barber services.

Course Objectives:

- Learn Barber techniques, including cutting, tapering, shaving, and styling using clippers, razors, and shears.
- Develop skills in client consultation, haircut design, and grooming services for hair and facial hair.
- Apply standards of sanitation, disinfection, and safety in compliance with state regulations and industry best practices.
- Learn the principles of anatomy, physiology, and skin and scalp analysis
- Understand the fundamentals of hair coloring, scalp treatments, and facial care services.
- Demonstrate professionalism through knowledge of shop management and ethical practices.
- Prepare for and successfully pass the state licensing exam

Would your school like to ask for approval to teach certain sections of the course online? Schools may offer non-traditional or 'online' instruction on all theory topics in their approved curriculum.

Circle one: **Yes** or **No**

If you answered "Yes," you must adhere to the procedures outlined in the Non-Traditional or Online Instruction Guidance Document. The online platform(s) used will be _____
(names of platforms here)

Please attest to your understanding of teaching theory topics online only, DO NOT SIGN IF YOU ARE NOT DOING ONLINE INSTRUCTION:

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Textbooks & Materials:

A required textbook, " (Textbook Title)" will be used throughout the program. A list of additional recommended resources and any required supplies will be provided.

Instructor:

List each **Instructor** who is currently employed by the school, their instructor certificate number, and the school license number. School license numbers are used to identify which instructors are at which locations. Instructors not given below will be removed from the license.

Instructor's Full Legal Name	Instructor Certificate #	School License #	Signature*

*** As part of our commitment to ensuring the health, safety, and welfare of the public, the board may reach out to verify employment. Please advise instructors that they may receive a call/email from the board.**

Grading Policy:

Your grade will be determined by a combination of factors, including:

- Class participation and attendance
- Performance in practical labs
- Written assignments and quizzes
- Final exams

Grading Scale:

A= **to** **(list number grades)**

B=_____ to _____ (list number grades)

C=_____ to _____ (list number grades)

D= _____ **to** _____ **(list number grades)**

F= _____ to _____ (list number grades)

Attendance Policy:

Regular attendance is crucial to your success in the program. A detailed attendance policy will be outlined in the program handbook or contract.

Academic Integrity:

The program upholds a strict policy on academic integrity. Cheating and plagiarism will not be tolerated. More details will be provided by your school.

I certify that the information above is true and accurate, and the school will abide by the contents indicated above. I am aware that submitting false information, omitting pertinent or material information, or failing to update or provide supplemental information as requested in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational
Regulation

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barbercosmo@dpor.virginia.gov



**Virginia Board for Barbers and Cosmetology
Barber Curriculum Form
No Fee Required**

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Detailed Course Outline

According to Section 18VAC41-20-210 of the Board of Barbers and Cosmetology Regulations, the curriculum of a licensed barber school must cover the minimum required topics and hours of instruction. 18VAC41-20-220 outlines the minimum performance requirements for the barber curriculum. Schools that provide additional hours of instruction and performances must specify the extra hours and topics for each section in the blank spaces provided below.

Curriculum Requirements

1. Orientation and business topics - min of 25 hours of instruction:

- a. School policies;
- b. Business and shop management; and
- c. Professional ethics and personal hygiene.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 25 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

2. State law and regulations - minimum of 10 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 10 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

3. Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears - minimum of 270 hours of instruction:

- a. Client consultation; and
- b. Styling hair with a hand hair dryer.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 270 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

4. Shaving and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

5. Applying hair color - minimum of 50 hours of instruction, to include client consultation.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 50 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

6. Applied sciences - minimum of 100 hours of instruction:

- a. Anatomy and physiology;
- b. Skin structure and function;
- c. Skin types;
- d. Skin conditions;
- e. Diseases and disorders of the skin;
- f. Analyzing skin or scalp conditions; and
- g. Giving scalp treatments

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

7. General sciences - minimum of 80 hours of instruction:

- a. Bacteriology;
- b. Microorganisms;
- c. Infection control, sanitation, disinfection, and sterilization;
- d. Occupational Safety and Health Administration (OSHA) requirements;
- e. Safety Data Sheet (SDS);
- f. General procedures and safety measures;
- g. Cosmetic chemistry; and

☐ Check this box if you are ONLY offering the minimum 80 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

h. Products and ingredients.

If you are adding additional topics, list them below:

8. Facial hair and skin care services - minimum of 100 hours of instruction:

- a. Client skin analysis and consultation;
- b. Effleurage and related movements and manipulations of the face;
- c. Cleansing procedures;
- d. Masks;
- e. Extraction techniques;
- f. Machines, equipment, and electricity;
- g. Manual facials and treatments; and
- h. General procedures and safety measures.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 100 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. List the number of hours here _____.

9. Understanding and maintaining implements and equipment (e.g., tools) - minimum of 15 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 15 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. List the number of hours here _____.

Performance Requirements

The performances listed below represent the minimum number of performances a student must complete in the waxing curriculum. Schools adding performances or increasing the number of performances must update the performances in the blank spaces below.

Hair and scalp treatments	10
Straight razor shaving on face and neck	12
Hair services	285
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Basic facials	5
TOTAL	332

Schools requiring more than the minimum required performances must update the number of performances in the blank spaces below.

	Number of performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances

Schools must adhere to the above curriculum and performance standards. Failure to comply with the information provided on this form may result in license revocation or suspension, denial of application, or imposition of a monetary penalty.

I certify that the information above is true and accurate, and the school's detailed course outline contains the information indicated above. I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

School Name _____

School License Number(s): _____

Use additional spaces if you have more than one barber school license.



Student signature: _____ Date: _____ Instructor signature: _____ Date: _____

SCHOOL NAME:

PRACTICAL EVALUATION

TOPIC TO BE TAUGHT

SHAMPOOING, CUTTING, THINNING, TAPERING THE HAIR WITH RAZOR, CLIPPERS, AND SHEARS

CLIENT CONSULTATION

STYLING HAIR WITH A HAND HAIR DRYER

SHAVING AND TRIMMING A MOUSTACHE OR BEARD

APPLYING HAIR COLOR

GIVING SCALP TREATMENTS

INFECTION CONTROL, SANITATION, DISINFECTION, AND STERILIZATION

GENERAL PROCEDURES AND SAFETY MEASURES

FACIAL HAIR AND SKIN CARE SERVICES

CLIENT SKIN ANALYSIS AND CONSULTATION

EFFLEURAGE AND RELATED MOVEMENTS AND MANIPULATIONS OF THE FACE

CLEANSING PROCEDURES

MASKS

EXTRACTION TECHNIQUES

MACHINES, EQUIPMENT, AND ELECTRICITY

MANUAL FACIALS AND TRATMENTS

GENERAL PROCEDURES AND SAFETY MEASURES

UNDERSTANDING AND MAINTAINING IMPLEMENTS AND EQUIPMENT

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3

Instructor Signature: _____

Date: _____

SCHOOL NAME:

THEORY EVALUATION

TOPIC TO BE TAUGHT

ORIENTATION AND BUSINESS TOPICS - SCHOOL POLICIES

SCHOOL POLICIES

BUSINESS AND SHOP MANAGEMENT

PROFESSIONAL ETHICS AND PERSONAL HYGIENE

STATE LAW AND REGULATIONS

SHAMPOOING, CUTTING, THINNING, TAPERING THE HAIR WITH RAZOR, CLIPPERS, AND SHEARS

CLIENT CONSULTATION

STYLING HAIR WITH A HAND HAIR DRYER

APPLYING HAIR COLOR

APPLIED SCIENCES

ANATOMY AND PHYSIOLOGY

SKIN STRUCTURE AND FUNCTION

SKIN TYPES

SKIN CONDITIONS

DISEASES AND DISORDERS OF THE SKIN

ANALYZING SKIN OR SCALP CONDITIONS

GIVING SCALP TREATMENTS

GENERAL SCIENCES

BACTERIOLOGY

MICROORGANISMS

INFECTION CONTROL, SANITATION, DISINFECTION, AND STERILIZATION

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) REQUIREMENTS

SAFETY DATA SHEET (SDS)

GENERAL PROCEDURES AND SAFETY MEASURES

COSMETIC CHEMISTRY

PRODUCTS AND INGREDIENTS

FACIAL HAIR AND SKIN CARE SERVICES

CLIENT SKIN ANALYSIS AND CONSULTATION

EFFLEURAGE AND RELATED MOVEMENTS AND MANIPULATIONS OF THE FACE

CLEANSING PROCEDURES

MASKS

EXTRACTION TECHNIQUES

MACHINES, EQUIPMENT, AND ELECTRICITY

MANUAL FACIALS AND TRATMENTS

GENERAL PROCEDURES AND SAFETY MEASURES

UNDERSTANDING AND MAINTAINING IMPLEMENTS AND EQUIPMENT

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3 etc

Instructor Signature: _____

Date: _____

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational
Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
(804) 367-8509

www.dpor.virginia.gov
barbercosmo@dpor.virginia.gov



Virginia Board for Barbers and Cosmetology
Dual Barber/Master Barber Curriculum
No Fee Required

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Course Syllabus

Description: The Dual Barber/Master Barber course is _____ *(list the course hours here)* clock hours and meets the requirements of "The Virginia Board for Barbers and Cosmetology."

This program is designed to equip you with the knowledge and skills necessary to become a licensed master barber in Virginia. Through a combination of theory and hands-on practical, you will gain experience in barber and master barber services.

Course Objectives:

- Learn Barber techniques, including cutting, tapering, shaving, and styling using clippers, razors, and shears.
- Develop skills in client consultation, haircut design, and grooming services for hair and facial hair.
- Apply standards of sanitation, disinfection, and safety in compliance with state regulations
- Learn the principles of anatomy, physiology, and skin and scalp analysis
- Understand the fundamentals of hair coloring, scalp treatments, and facial care services.
- Demonstrate professionalism through knowledge of shop management and ethical practices.
- Safely perform thermal waving, permanent waving, relaxing, lightening, and toning.
- Learn proper procedures for fitting, styling, and maintaining hairpieces and wigs.
- Apply waxing techniques limited to the scalp
- Prepare for and successfully pass the state licensing exam

Would your school like to ask for approval to teach certain sections of the course online? Schools may offer non-traditional or 'online' instruction on all theory topics in their approved curriculum.

Circle one: Yes or No

If you answered "Yes," you must adhere to the procedures outlined in the Non-Traditional or Online Instruction Guidance Document. The online platform(s) used will be _____
(names of platforms here)

Please attest to your understanding of teaching theory topics online only, DO NOT SIGN IF YOU ARE NOT DOING ONLINE INSTRUCTION:

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Textbooks & Materials:

A required textbook, " (Textbook Title)" will be used throughout the program. A list of additional recommended resources and any required supplies will be provided.

Instructor:

List each **Instructor** who is currently employed by the school, their instructor certificate number, and the school license number. School license numbers are used to identify which instructors are at which locations. Instructors not given below will be removed from the license.

Instructor's Full Legal Name	Instructor Certificate #	School License #	Signature*

*** As part of our commitment to ensuring the health, safety, and welfare of the public, the board may reach out to verify employment. Please advise instructors that they may receive a call/email from the board.**

Grading Policy:

Your grade will be determined by a combination of factors, including:

- Class participation and attendance
- Performance in practical labs
- Written assignments and quizzes
- Final exams

Grading Scale:

A= **to** **(list number grades)**

B= **to** **(list number grades)**

C= **to** **(list number grades)**

D= **to** **(list number grades)**

F= **to** **(list number grades)**

Attendance Policy:

Regular attendance is crucial to your success in the program. A detailed attendance policy will be outlined in the program handbook or contract.

Academic Integrity:

The program upholds a strict policy on academic integrity. Cheating and plagiarism will not be tolerated. More details will be provided by your school.

I certify that the information above is true and accurate, and the school will abide by the contents indicated above. I am aware that submitting false information, omitting pertinent or material information, or failing to update or provide supplemental information as requested in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational
Regulation

9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
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www.dpor.virginia.gov
barbercosmo@dpor.virginia.gov



**Virginia Board for Barbers and Cosmetology
Dual Barber/Master Barber Curriculum Form
No Fee Required**

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Detailed Course Outline

According to Section 18VAC41-20-210 of the Board of Barbers and Cosmetology Regulations, the curriculum of a licensed barber school adding a dual barber/master barber program must cover the minimum required topics and hours of instruction. 18VAC41-20-220 outlines the minimum performance requirements for the dual barber/master barber curriculum. Schools that provide additional hours of instruction and performances must specify the extra hours and topics for each section in the blank spaces provided below.

Curriculum Requirements

1. Orientation and business topics- min of 25 hours of instruction:

- a. School policies;
- b. Business and shop management; and
- c. Professional ethics and personal hygiene.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 25 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

2. State law and regulations - minimum of 10 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 10 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

3. Shampooing, cutting, thinning, tapering the hair with razor, clippers, and shears - minimum of 270 hours of instruction:

- a. Client consultation; and
- b. Styling hair with a hand hair dryer.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 270 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. *List the number of hours here _____.*

4. Shaving and trimming a moustache or beard - minimum of 100 hours of instruction, to include client consultation.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

5. Applying hair color - minimum of 50 hours of instruction, to include client consultation.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 50 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

6. Applied sciences - minimum of 100 hours of instruction:

- a. Anatomy and physiology;
- b. Skin structure and function;
- c. Skin types;
- d. Skin conditions;
- e. Diseases and disorders of the skin;
- f. Analyzing skin or scalp conditions; and
- g. Giving scalp treatments

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

7. General sciences - minimum of 80 hours of instruction:

- a. Bacteriology;
- b. Microorganisms;
- c. Infection control, sanitation, disinfection, and sterilization;
- d. Occupational Safety and Health Administration (OSHA) requirements;
- e. Safety Data Sheet (SDS);
- f. General procedures and safety measures;

☐ Check this box if you are ONLY offering the minimum 80 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

- g. Cosmetic chemistry; and
- h. Products and ingredients.

If you are adding additional topics, list them below:

8. Facial hair and skin care services - minimum of 100 hours of instruction:

- a. Client skin analysis and consultation;
- b. Effleurage and related movements and manipulations of the face;
- c. Cleansing procedures;
- d. Masks;
- e. Extraction techniques;
- f. Machines, equipment, and electricity;
- g. Manual facials and treatments; and
- h. General procedures and safety measures.

If you are adding additional topics, list them below:

9. Understanding and maintaining implements and equipment (e.g., tools) - minimum of 15 hours of instruction.

If you are adding additional topics, list them below:

10. Thermal waving - minimum of 20 hours of instruction:

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

☐ Check this box if you are ONLY offering the minimum 15 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

☐ Check this box if you are ONLY offering the minimum 20 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

11. Permanent waving and relaxing the hair with chemicals
- minimum of 110 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 110 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

12. Lightening or toning the hair - minimum of 100 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 100 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

13. Hairpieces and wigs - minimum of 15 hours of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 15 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

14. Waxing limited to the scalp - minimum of 5 hours of instruction

If you are adding additional topics, list them below:

☐ Check this box if you are ONLY offering the minimum 5 hours of instruction.

☐ Check this box if you are offering MORE than the minimum hours of instruction. List the number of hours here _____.

Performance Requirements

The performances listed below represent the minimum number of performances a student must complete in the waxing curriculum. Schools adding performances or increasing the number of performances must update the performances in the blank spaces below.

Hair and scalp treatments	10
Hair services	285
Straight razor shaving on face and neck	12
Bleaching and frosting	20
Hair coloring (including tinting, temporary rinses, and semi-permanent color)	20
Cold permanent waving or chemical relaxing	30
Wig care, styling, placing on model	15
Finger waving and thermal waving	30
Basic facials	5
Waxing limited to the scalp	5
TOTAL	432

Schools requiring more than the minimum required performances must update the number of performances in the blank spaces below.

	Number of performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances

Schools must adhere to the above curriculum and performance standards. Failure to comply with the information provided on this form may result in license revocation or suspension, denial of application, or imposition of a monetary penalty.

I certify that the information above is true and accurate, and the school's detailed course outline contains the information indicated above. I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

School Name _____

School License Number(s): _____

Use additional spaces if you have more than one dual barber/master barber school license.



Student signature: _____ Date: _____ Instructor signature: _____ Date: _____

[illegible]

SCHOOL NAME:

PRACTICAL EVALUATION

TOPIC TO BE TAUGHT

SHAMPOOING, CUTTING, THINNING, TAPERING THE HAIR WITH RAZOR, CLIPPERS, AND SHEARS

CLIENT CONSULTATION

STYLING HAIR WITH A HAND HAIR DRYER

SHAVING AND TRIMMING A MOUSTACHE OR BEARD

APPLYING HAIR COLOR

GIVING SCALP TREATMENTS

INFECTION CONTROL, SANITATION, DISINFECTION, AND STERILIZATION

GENERAL PROCEDURES AND SAFETY MEASURES

FACIAL HAIR AND SKIN CARE SERVICES

CLIENT SKIN ANALYSIS AND CONSULTATION

EFFLEURAGE AND RELATED MOVEMENTS AND MANIPULATIONS OF THE FACE

CLEANSING PROCEDURES

MASKS

EXTRACTION TECHNIQUES

MACHINES, EQUIPMENT, AND ELECTRICITY

MANUAL FACIALS AND TRATMENTS

GENERAL PROCEDURES AND SAFETY MEASURES

UNDERSTANDING AND MAINTAINING IMPLEMENTS AND EQUIPMENT

THERMAL WAVING

PERMANENT WAVING AND RELAXING THE HAIR WITH CHEMICALS LIGHTENING OR TONING THE HAIR

HAIRPIECES AND WIGS

WAXING LIMITED TO THE SCALP

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3

Instructor Signature: _____

Date: _____

SCHOOL NAME:

THEORY EVALUATION

TOPIC TO BE TAUGHT

ORIENTATION AND BUSINESS TOPICS - SCHOOL POLICIES

SCHOOL POLICIES

BUSINESS AND SHOP MANAGEMENT

PROFESSIONAL ETHICS AND PERSONAL HYGIENE

STATE LAW AND REGULATIONS

SHAMPOOING, CUTTING, THINNING, TAPERING THE HAIR WITH RAZOR, CLIPPERS, AND SHEARS

CLIENT CONSULTATION

STYLING HAIR WITH A HAND HAIR DRYER

APPLYING HAIR COLOR

APPLIED SCIENCES

ANATOMY AND PHYSIOLOGY

SKIN STRUCTURE AND FUNCTION

SKIN TYPES

SKIN CONDITIONS

DISEASES AND DISORDERS OF THE SKIN

ANALYZING SKIN OR SCALP CONDITIONS

GIVING SCALP TREATMENTS

GENERAL SCIENCES

BACTERIOLOGY

MICROORGANISMS

INFECTION CONTROL, SANITATION, DISINFECTION, AND STERILIZATION

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) REQUIREMENTS

SAFETY DATA SHEET (SDS)

GENERAL PROCEDURES AND SAFETY MEASURES

COSMETIC CHEMISTRY

PRODUCTS AND INGREDIENTS

FACIAL HAIR AND SKIN CARE SERVICES

CLIENT SKIN ANALYSIS AND CONSULTATION

EFFLEURAGE AND RELATED MOVEMENTS AND MANIPULATIONS OF THE FACE

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MANUAL FACIALS AND TREATMENTS

GENERAL PROCEDURES AND SAFETY MEASURES

UNDERSTANDING AND MAINTAINING IMPLEMENTS AND EQUIPMENT

THERMAL WAVING

PERMANENT WAVING AND RELAXING THE HAIR WITH CHEMICALS

LIGHTENING OR TONING THE HAIR

HAIRPIECES AND WIGS

WAXING LIMITED TO THE SCALP

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3 etc

Instructor Signature: _____

Date: _____

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**Virginia Board for Barbers and Cosmetology
Master Barber Curriculum
No Fee Required**

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Course Syllabus

Description: The Master Barber course is _____ *(list the course hours here)* clock hours and meets the requirements of "The Virginia Board for Barbers and Cosmetology."

This program is designed to equip you with the knowledge and skills necessary to become a licensed master barber in Virginia. Through a combination of theory and hands-on practical, you will gain experience in master barber services.

Course Objectives:

- Safely perform thermal waving
- Develop proficiency in chemical hair treatments including permanent waving, relaxing, lightening, and toning.
- Learn proper procedures for fitting, styling, and maintaining hairpieces and wigs.
- Apply waxing techniques limited to the scalp
- Prepare for and successfully pass the state licensing exams

Would your school like to ask for approval to teach certain sections of the course online? Schools may offer non-traditional or 'online' instruction on all theory topics in their approved curriculum.

Circle one: **Yes** **or** **No**

If you answered "Yes," you must adhere to the procedures outlined in the Non-Traditional or Online Instruction Guidance Document. The online platform(s) used will be _____

(names of platforms here)

Please attest to your understanding of teaching theory topics online only, DO NOT SIGN IF YOU ARE NOT DOING ONLINE INSTRUCTION:

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Responsible Manager Signature: _____ **Date:** _____

Textbooks & Materials:

A required textbook, " (Textbook Title)" will be used throughout the program. A list of additional recommended resources and any required supplies will be provided.

Instructor:

List each **Instructor** who is currently employed by the school, their instructor certificate number, and the school license number. School license numbers are used to identify which instructors are at which locations. Instructors not given below will be removed from the license.

Instructor's Full Legal Name	Instructor Certificate #	School License #	Signature*

*** As part of our commitment to ensuring the health, safety, and welfare of the public, the board may reach out to verify employment. Please advise instructors that they may receive a call/email from the board.**

Grading Policy:

Your grade will be determined by a combination of factors, including:

- Class participation and attendance
- Performance in practical labs
- Written assignments and quizzes
- Final exams

Grading Scale:

A= **to** **(list number grades)**

B= **to** **(list number grades)**

C= **to** **(list number grades)**

D= _____ **to** _____ **(list number grades)**

F=_____ to _____ (list number grades)

Attendance Policy:

Regular attendance is crucial to your success in the program. A detailed attendance policy will be outlined in the program handbook or contract.

Academic Integrity:

The program upholds a strict policy on academic integrity. Cheating and plagiarism will not be tolerated. More details will be provided by your school.

I certify that the information above is true and accurate, and the school will abide by the contents indicated above. I am aware that submitting false information, omitting pertinent or material information, or failing to update or provide supplemental information as requested in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Responsible Manager Signature _____

Date _____

Virginia Board for Barbers and Cosmetology
Department of Professional and Occupational
Regulation

9960 Mayland Drive, Suite 400
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barbercosmo@dpor.virginia.gov



Virginia Board for Barbers and Cosmetology
Master Barber Curriculum Form
No Fee Required

This form is not mandatory, however, it will assist the Board in processing your application in a timely manner.

Detailed Course Outline

According to Section 18VAC41-20-210 of the Board of Barbers and Cosmetology Regulations, the curriculum of a licensed barber school adding a master barber program must cover the minimum required topics and hours of instruction. 18VAC41-20-220 outlines the minimum performance requirements for the barber curriculum. Schools that provide additional hours of instruction and performances must specify the extra hours and topics for each section in the blank spaces provided below.

Curriculum Requirements

1. Thermal waving - minimum of 20 hours of instruction:

If you are adding additional topics, list them below:

2. Permanent waving and relaxing the hair with chemicals
- minimum of 110 hours of instruction.

If you are adding additional topics, list them below:

3. Lightening or toning the hair - minimum of 100 hours
of instruction.

If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY**
offering the minimum 20 hours of
instruction.

☐ Check this box if you are offering
MORE than the minimum hours of
instruction. *List the number of hours
here _____.*

☐ Check this box if you are **ONLY**
offering the minimum 110 hours of
instruction.

☐ Check this box if you are offering
MORE than the minimum hours of
instruction. *List the number of hours
here _____.*

☐ Check this box if you are **ONLY**
offering the minimum 100 hours of
instruction.

☐ Check this box if you are offering
MORE than the minimum hours of
instruction. *List the number of hours
here _____.*

4. Hairpieces and wigs - minimum of 15 hours of instruction.
If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 15 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. List the number of hours here _____.

5. Waxing limited to the scalp - minimum of 5 hours of instruction
If you are adding additional topics, list them below:

☐ Check this box if you are **ONLY** offering the minimum 5 hours of instruction.

☐ Check this box if you are offering **MORE** than the minimum hours of instruction. List the number of hours here _____.

Performance Requirements

The performances listed below represent the minimum number of performances a student must complete in the waxing curriculum. Schools adding performances or increasing the number of performances must update the performances in the blank spaces below.

Bleaching and frosting	20
Cold permanent waving or chemical relaxing	30
Wig care, styling, placing on model	15
Finger waving and thermal waving	30
Waxing limited to the scalp	5
TOTAL	100

Schools requiring more than the minimum required performances must update the number of performances in the blank spaces below.

	Number of performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances
_____	_____ performances

Schools must adhere to the above curriculum and performance standards. Failure to comply with the information provided on this form may result in license revocation or suspension, denial of application, or imposition of a monetary penalty.

I certify that the information above is true and accurate, and the school's detailed course outline contains the information indicated above. I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license. I have read, understand, and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 7, of the Code of Virginia and the Virginia Board for Barbers and Cosmetology Regulations.

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

Responsible Manager Signature _____ Date _____

School Name _____

School License Number(s): _____

Use additional spaces if you have more than one barber school license.



Student signature: _____ Date: _____ Instructor signature: _____ Date: _____

SCHOOL NAME:

PRACTICAL EVALUATION

TOPIC TO BE TAUGHT

THERMAL WAVING

PERMANENT WAVING AND RELAXING THE HAIR WITH CHEMICALS

LIGHTENING OR TONING THE HAIR

HAIRPIECES AND WIGS

WAXING LIMITED TO THE SCALP

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3 etc

Instructor Signature: _____

Date: _____

SCHOOL NAME:

THEORY EVALUATION

TOPIC TO BE TAUGHT

THERMAL WAVING

PERMANENT WAVING AND RELAXING THE HAIR WITH CHEMICALS

LIGHTENING OR TONING THE HAIR

HAIRPIECES AND WIGS

WAXING LIMITED TO THE SCALP

STUDENT SIGNATURE:

GRADE 1 GRADE 2 GRADE 3 etc

Instructor Signature: _____

Date: _____