

## **ARTICLE 8. BARBER SCHOOLS AND SHOPS**

*NOTE: IC 25-7 was repealed by P.L.84-2010, SECTION 102, effective July 1, 2010.*

### **Rule 1. Sanitary Requirements for Barber Schools and Shops**

#### **820 IAC 8-1-1 Sanitary requirements established**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 1. (a) This rule establishes sanitary requirements to be followed by barbers, barbering instructors, barber shops, and barber schools.

(b) Violations of this rule shall subject the violator or violators to appropriate sanctions under IC 25-7-1-13(f) *[Repealed by P.L.234-1995, SECTION 30, effective July 1, 1995.]*, IC 25-31-1-16.1 *[sic]*, or IC 25-31-2-2 *[sic]*. *(State Board of Cosmetology and Barber Examiners; Preamble; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 693; filed Nov 28, 1988, 5:30 p.m.: 12 IR 921; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-1) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-1) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-1-2 Keeping in clean and sanitary condition, well lighted, and ventilated**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-5

Sec. 2. All barber shops, barber schools, together with all furniture, equipment, tools, utensils, floors, walls, and ceilings, shall at all times be kept in a clean and sanitary condition, well lighted, and well ventilated. Barbers and barber students shall use a clean towel and either a clean hair cloth or neck strip for each patron. *(State Board of Cosmetology and Barber Examiners; Rule 1; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 693; filed Nov 28, 1988, 5:30 p.m.: 12 IR 921; filed Sep 16, 1998, 4:02 p.m.: 22 IR 454; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-2) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-2) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-1-3 Hands to be washed before serving customer; smoking prohibited while serving customer**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7

Sec. 3. Every barber and student shall wash his hands with soap and water immediately before serving each patron, and no smoking while serving a customer. *(State Board of Cosmetology and Barber Examiners; Rule 4; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 693; filed Nov 28, 1988, 5:30 p.m.: 12 IR 921; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-5) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-3) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-1-4 Cleaning of shaving mugs and brushes**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7

Sec. 4. Shaving mugs and brushes shall be thoroughly rinsed with hot water before each patron is served. (Shaving powder or cream is preferable.) *(State Board of Cosmetology and Barber Examiners; Rule 5; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 693; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-6) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-4) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-1-5 Storage of clean towels**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7

Sec. 5. Clean towels must be kept in closed compartments at all times. (*State Board of Cosmetology and Barber Examiners; Rule 7; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 694; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-8) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-5) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-1-6 Storage of tools; disinfection**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7

Sec. 6. All instruments shall be properly sterilized. (*State Board of Cosmetology and Barber Examiners; Rule 9; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 694; filed Oct 22, 1997, 8:45 a.m.: 21 IR 1003; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-1-10) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-1-6) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**Rule 2. Barber School Approval; Requisites; Curriculum**

**820 IAC 8-2-1 Student registration records; filing with board**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7-5

Sec. 1. (a) No later than the fifteenth day of each month, a barber school shall submit a verified report to the board of barber examiners (board), including the following information concerning student activity in the previous month:

(1) The names of all new students.

(2) For all students who have paid the barber school all money (tuition) to which it is legally entitled, the names of all students who have dropped out of school and the number of hours they have accrued.

(3) The medical findings must be attached.

(b) Barber schools are not required to send enrollment cards to the board. (*State Board of Cosmetology and Barber Examiners; Rule 14; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 694; filed Sep 16, 1998, 4:02 p.m.: 22 IR 455; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-1) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-1) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-2-2 Services by students only; instructors' duties**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7-2-1

Sec. 2. All service rendered in schools on patrons must be done by students only. Instructors shall be allowed to teach and aid the students in performing the various services; however, they shall not be permitted to finish up the patrons after the students have completed their work. (*State Board of Cosmetology and Barber Examiners; Rule 15; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 694; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-2) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-2) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-2-3 Signs**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7-2-1

Sec. 3. Each barber school shall display a sign indicating that it is a barber school—said sign to be displayed at the main entrance of said place; also there must be a sign on the inside stating that all work is done by students only. (*State Board of*

*Cosmetology and Barber Examiners; Rule 16; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 694; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-3) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-3) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-4 Daily hours for lectures and demonstrations**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 4. All students shall receive not less than one hour and thirty minutes of lectures and demonstrations each day, with the exception of Saturdays, Sundays and holidays. *(State Board of Cosmetology and Barber Examiners; Rule 17; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 694; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-4) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-4) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-5 Attendance**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 5. Students must be on time for all class studies and work, and shall not take any time off or leave the school without permission. *(State Board of Cosmetology and Barber Examiners; Rule 18; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 695; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-5) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-5) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-6 Classrooms**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 6. Each accredited school shall have a suitable class room to be used for demonstration and study, said room to have necessary charts and equipment to carry out the curriculum and provisions of the law. *(State Board of Cosmetology and Barber Examiners; Rule 19; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 695; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-6) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-6) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-7 Clothing of students and teachers**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 7. All students and teachers must be attired in clean, washable coverall outer garments, preferably smocks, which must be in a clean state at all times. *(State Board of Cosmetology and Barber Examiners; Rule 20; filed Jan 2, 1946, 9:45 am: Rules and Regs. 1947, p. 695; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-7) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-7) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-8 Curriculum**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 8. (a) This section establishes the curriculum for barber training. The first column in subsection (c) states the subject

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matter of training. The second column lists the number of hours required in classroom theory training and demonstration practice required for each student. The third column lists the actual practice required for each student. The fourth column lists the total number of hours of training required in each subject.

(b) The hours required in classroom theory training identified in subsection (a) are defined as a systematically organized knowledge of a system of facts, accepted principles, laws, and rules of procedure devised to analyze, predict, explain, or demonstrate the nature of a particular subject matter of training. Such a system is distinguished from actual practice.

(c) The following are the requirements for barber training:

Subject	Theory and Demonstration Practice	Actual Practice	Total Hours
Sanitation, bacteriology, and sterilization	40		40
Laws and rules	20		20
Salesmanship	5	10	15
Management	10		10
Skin	10		10
Hair	10		10
Facials	20	25	45
Hair styling, (includes air waving, fingerwaves, and thermal curling)	75	150	225
Electricity/light therapy			
High frequency			
UV/infrared	10		10
Chemistry	10		10
Shampoo/massage	20	50	70
Scalp treatment	10	25	35
History of barbering	10		10
Shaving/shaping (includes mustache and beard)	20	25	45
Honing and stropping	15		15
Personal hygiene/professional ethics	10		10
Equipment care	10		10
Hair coloring	60	70	130
Semipermanent			
Permanent			
Permanent waving and chemical relaxing	55	210	265
Haircuts	100	200	300
Anatomy and physiology	15		15
Hairpieces			
Full, partial, facial	50		50
Discretionary hours	50	100	150
	635	865	1,500

*(State Board of Cosmetology and Barber Examiners; Rule 21; filed Jan 2, 1946, 9:45 a.m.: Rules and Regs. 1947, p. 695; filed Feb 20, 1986, 3:00 p.m.: 9 IR 1658; filed Jan 5, 1994, 5:00 p.m.: 17 IR 995; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823;*

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*readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-8) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-8) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

### **820 IAC 8-2-9 Student progress book**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7

Sec. 9. (a) Students in barber training shall perform no fewer than the number of performances of actual practice hours required by the student progress book.

(b) It is the purpose of the progress book that the student, barber school, and Indiana state board of barber examiners may at all times know the exact progress of the student concerning practical experience and the number of completed performances of required activities.

(c) It is the responsibility of the barber school to keep the progress book up to date.

(d) Students shall be required to complete practice performances provided in the progress book as listed in subsection (e).

(e) The progress book reads as follows:

#### OFFICIAL STUDENT PROGRESS BOOK



#### STATE OF INDIANA BOARD OF BARBER EXAMINERS

Student's Name \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Date Completed \_\_\_\_\_

#### REQUIREMENTS FOR USE OF PROGRESS BOOK

(1) All students enrolling in barber training shall be permitted to review this progress book which is to be completed on or before being admitted to the state board of barber examiners for examinations for a barber license.

(2) The amount of performances is equal to the hours outlined by the state board of barber examiners. It is to be the minimum requirement only.

(3) Each performance, as it is accomplished, must be dated and initialed by the licensed instructor who oversees the performance. All projects are to be checked for accuracy and credit given only if done to the school's standards. All projects must be identified whether "S" for student, "P" for patron (or customer), or "M" for mannequin. A pencil cap rubber stamp or pen written initials (first and last initials) of the instructor are both acceptable methods of marking.

(4) Any overages in any area may not be applied to any other area.

(5) All items in the sales category must be completed on patrons, since this is to help the student to develop sales ability.

(6) All projects are to be recorded as one (1) project marked for one (1) project completed.

(7) The progress book must never be taken home by the student and must remain in the school at all times.

(8) The requirements of this progress book are minimum requirements. A school may require more actual performances than those prescribed in this book.

School name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Instructor's signature \_\_\_\_\_  
Instructor's identifying initialing \_\_\_\_\_  
Instructor's signature \_\_\_\_\_  
Instructor's identifying initialing \_\_\_\_\_  
Instructor's signature \_\_\_\_\_  
Instructor's identifying initialing \_\_\_\_\_

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Instructor's signature \_\_\_\_\_

Instructor's identifying initialing \_\_\_\_\_

Haircuts (267 performances equal 200 hours)

1	2	3	4	5	6	7	8	9	10	11	12	13
14	15	16	17	18	19	20	21	22	23	24	25	26
27	28	29	30	31	32	33	34	35	36	37	38	39
40	41	42	43	44	45	46	47	48	49	50	51	52
53	54	55	56	57	58	59	60	61	62	63	64	65
66	67	68	69	70	71	72	73	74	75	76	77	78
79	80	81	82	83	84	85	86	87	88	89	90	91
92	93	94	95	96	97	98	99	100	101	102	103	104
105	106	107	108	109	110	111	112	113	114	115	116	117
118	119	120	121	122	123	124	125	126	127	128	129	130
131	132	133	134	135	136	137	138	139	140	141	142	143
144	145	146	147	148	149	150	151	152	153	154	155	156
157	158	159	160	161	162	163	164	165	166	167	168	169
170	171	172	173	174	175	176	177	178	179	180	181	182
183	184	185	186	187	188	189	190	191	192	193	194	195
196	197	198	199	200	201	202	203	204	205	206	207	208
209	210	211	212	213	214	215	216	217	218	219	220	221
222	223	224	225	226	227	228	229	230	231	232	233	234
235	236	237	238	239	240	241	242	243	244	245	246	247
248	249	250	251	252	253	254	255	256	257	258	259	260
261	262	263	264	265	266	267						

Permanent Wave/Chemical processing (105 performances equal 210 hours)

25% of performances must be done on live models

1	2	3	4	5	6	7	8	9	10	11	12	13
14	15	16	17	18	19	20	21	22	23	24	25	26
27	28	29	30	31	32	33	34	35	36	37	38	39
40	41	42	43	44	45	46	47	48	49	50	51	52
53	54	55	56	57	58	59	60	61	62	63	64	65
66	67	68	69	70	71	72	73	74	75	76	77	78
79	80	81	82	83	84	85	86	87	88	89	90	91
92	93	94	95	96	97	98	99	100	101	102	103	104
105												

Hair Color, Permanent or Semipermanent (35 performances equal 70 hours)

1	2	3	4	5	6	7	8	9	10	11	12	13
14	15	16	17	18	19	20	21	22	23	24	25	26
27	28	29	30	31	32	33	34	35				

Shampoo/Massage (200 performances equal 50 hours)

1	2	3	4	5	6	7	8	9	10	11	12	13
14	15	16	17	18	19	20	21	22	23	24	25	26
27	28	29	30	31	32	33	34	35	36	37	38	39
40	41	42	43	44	45	46	47	48	49	50	51	52

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53 54 55 56 57 58 59 60 61 62 63 64 65  
66 67 68 69 70 71 72 73 74 75 76 77 78  
79 80 81 82 83 84 85 86 87 88 89 90 91  
92 93 94 95 96 97 98 99 100 101 102 103 104  
105 106 107 108 109 110 111 112 113 114 115 116 117  
118 119 120 121 122 123 124 125 126 127 128 129 130  
131 132 133 134 135 136 137 138 139 140 141 142 143  
144 145 146 147 148 149 150 151 152 153 154 155 156  
157 158 159 160 161 162 163 164 165 166 167 168 169  
170 171 172 173 174 175 176 177 178 179 180 181 182  
183 184 185 186 187 188 189 190 191 192 193 194 195  
196 197 198 199 200

Salesmanship (40 performances equal 10 hours)

1 2 3 4 5 6 7 8 9 10 11 12 13  
14 15 16 17 18 19 20 21 22 23 24 25 26  
27 28 29 30 31 32 33 34 35 36 37 38 39  
40

Facials (50 performances equal 25 hours)

1 2 3 4 5 6 7 8 9 10 11 12 13  
14 15 16 17 18 19 20 21 22 23 24 25 26  
27 28 29 30 31 32 33 34 35 36 37 38 39  
40 41 42 43 44 45 46 47 48 49 50

Hair Styling (300 performances equal 150 hours)

50% of performances must be done on live models

1 2 3 4 5 6 7 8 9 10 11 12 13  
14 15 16 17 18 19 20 21 22 23 24 25 26  
27 28 29 30 31 32 33 34 35 36 37 38 39  
40 41 42 43 44 45 46 47 48 49 50 51 52  
53 54 55 56 57 58 59 60 61 62 63 64 65  
66 67 68 69 70 71 72 73 74 75 76 77 78  
79 80 81 82 83 84 85 86 87 88 89 90 91  
92 93 94 95 96 97 98 99 100 101 102 103 104  
105 106 107 108 109 110 111 112 113 114 115 116 117  
118 119 120 121 122 123 124 125 126 127 128 129 130  
131 132 133 134 135 136 137 138 139 140 141 142 143  
144 145 146 147 148 149 150 151 152 153 154 155 156  
157 158 159 160 161 162 163 164 165 166 167 168 169  
170 171 172 173 174 175 176 177 178 179 180 181 182  
183 184 185 186 187 188 189 190 191 192 193 194 195  
196 197 198 199 200 201 202 203 204 205 206 207 208  
209 210 211 212 213 214 215 216 217 218 219 220 221  
222 223 224 225 226 227 228 229 230 231 232 233 234  
235 236 237 238 239 240 241 242 243 244 245 246 247  
248 249 250 251 252 253 254 255 256 257 258 259 260  
261 262 263 264 265 266 267 268 269 270 271 272 273

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274 275 276 277 278 279 280 281 282 283 284 285 286  
287 288 289 290 291 292 293 294 295 296 297 298 299  
300

Scalp Treatments (50 performances equal 25 hours)

1 2 3 4 5 6 7 8 9 10 11 12 13  
14 15 16 17 18 19 20 21 22 23 24 25 26  
27 28 29 30 31 32 33 34 35 36 37 38 39  
40 41 42 43 44 45 46 47 48 49 50

Shaving/Shaping (50 performances equal 25 hours)

25% of performances must be done on live models

1 2 3 4 5 6 7 8 9 10 11 12 13  
14 15 16 17 18 19 20 21 22 23 24 25 26  
27 28 29 30 31 32 33 34 35 36 37 38 39  
40 41 42 43 44 45 46 47 48 49 50

*(State Board of Cosmetology and Barber Examiners; 820 IAC 8-2-9; filed Jan 5, 1994, 5:00 p.m.: 17 IR 997; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-8.1) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-9) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

### **820 IAC 8-2-10 Equipment**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 10. In order for a barber school licensee to operate a barber school, the following equipment must be on the school premises:

- (1) Twenty (20) barber chairs, unless otherwise permitted by the state board of barber examiners, spaced no closer than five (5) or more feet from the center of the chairs.
- (2) Lockers with one (1) locker available for each enrolled student.
- (3) Separate restrooms for men and women.
- (4) Sanitary drinking facilities.
- (5) One (1) time clock.
- (6) Not less than three (3) lavatories or shampoo bowls.
- (7) A mirror behind each barber chair.
- (8) Individual tool cabinets, kits, or workstands for each and every barber chair.
- (9) Individual wet tool sterilizer for each and every barber chair.
- (10) No less than one (1) hair dryer per every six (6) enrolled students.
- (11) No less than one (1) red dermal light or heat lamp and one (1) high frequency machine.
- (12) One (1) blackboard no smaller than thirty-six (36) inches by thirty-six (36) inches.
- (13) One (1) chart of the skin and hair.
- (14) One (1) chart of the muscles of the head, face, and neck.
- (15) One (1) chart of the bone structure of the face and head.
- (16) One (1) chart of the nerves of the head, face, and neck.
- (17) One (1) medical dictionary and one (1) standard dictionary.
- (18) One (1) microscope for the study of bacteria.

*(State Board of Cosmetology and Barber Examiners; Rule 22; filed Feb 6, 1981, 4:10 p.m.: 4 IR 373; filed Nov 28, 1988, 5:30 p.m.: 12 IR 921; filed Oct 22, 1997, 8:45 a.m.: 21 IR 1003; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-9) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-10) by P.L.84-2010, SECTION 103, effective July 1, 2010.*



**820 IAC 8-2-11 Facilities**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 11. Facilities. In order for a barber school licensee to operate a barber school, the barber school must be maintained as follows:

- (1) Not less than two well lighted and well ventilated rooms, one for the clinic or service department and one for the class room; unless one room only is provided for class room and services then only one operation can be performed at a time.
- (2) Linoleum or asphalt tile floors or their equivalent.

*(State Board of Cosmetology and Barber Examiners; Rule 23; filed Feb 6, 1981, 4:10 pm: 4 IR 374; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-10) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-11) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-12 Use of instructors**

Authority: IC 25-8-3-22; IC 25-8-3-24

Affected: IC 25-8-13; IC 25-8-14

Sec. 12. (a) In order for a barber school licensee to operate a barber school, a licensed barbering instructor must be physically present at all times where and while:

- (1) classroom instruction is being given; and
- (2) students are engaged in the practice of barbering.

However, where audio-visual aids or tapes are being used in the adjoining rooms, the presence of one (1) licensed barber instructor in the clinic room is sufficient.

(b) Every instructor in a licensed school shall:

- (1) devote his or her entire time during school or class hours to that of instructing the students; and
- (2) not apply time to the private practice of barbering for compensation.

*(State Board of Cosmetology and Barber Examiners; Rule 24; filed Feb 6, 1981, 4:10 p.m.: 4 IR 374; filed Feb 20, 1986, 3:00 p.m.: 9 IR 1660; filed Nov 28, 1988, 5:30 p.m.: 12 IR 922; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-11) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-12) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-13 Seminars**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 13. Seminars. In order for a barber school licensee to operate a barber school, there must be no seminars permitted by the school under its auspices and control except by notification to the State Board of Barber Examiners. *(State Board of Cosmetology and Barber Examiners; Rule 25; filed Feb 6, 1981, 4:10 pm: 4 IR 375; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-12) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-13) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-14 Scheduled classes**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 14. Schedule of Classes. In order for a barber school licensee to operate a barber school, there must be a definite schedule of classes which must be posted in a conspicuous place in the school by the licensee. *(State Board of Cosmetology and Barber Examiners; Rule 26; filed Feb 6, 1981, 4:10 pm: 4 IR 375; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct*

4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-13) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-14) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-2-15 Notification of instructors**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 15. Notification of Instructors. In order for a school licensee to operate as a barber school it must advise the Board of Barber Examiners in writing of the names of each instructor to be used by the school as well as all changes in the teaching staff of the school. *(State Board of Cosmetology and Barber Examiners; Rule 27; filed Feb 6, 1981, 4:10 pm: 4 IR 375; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-14) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-15) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-16 Curriculum**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-7; IC 25-7-11; IC 25-7-12

Sec. 16. Curriculum. In order for a barber school licensee to operate a barber school, it must have on file with the Board an updated copy of its curriculum and tuition rates with the curriculum clearly showing the sequence in which various subjects are to be taught and the number of sessions or hours for each subject. *(State Board of Cosmetology and Barber Examiners; Rule 28; filed Feb 6, 1981, 4:10 pm: 4 IR 375; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-15) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-16) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-17 Loss of license**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 17. Loss of License. The State Board of Barber Examiners may suspend or revoke a barber school license for any of the following reasons:

- (1) Violation of the Indiana Barber Law insofar as it is applicable to the operation of barber schools;
- (2) Violation of the rules and regulations of the State Board of Barber Examiners having to do with barber schools;
- (3) Misrepresentation;
- (4) Failure to fulfill the terms of contracts made with students.

*(State Board of Cosmetology and Barber Examiners; Rule 29; filed Feb 6, 1981, 4:10 pm: 4 IR 376; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-16) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-17) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

**820 IAC 8-2-18 Application for new barber school licensure**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-11; IC 25-7-12

Sec. 18. Application for New Barber School Licensure. Applications for barber school licensure shall include the following:

- (1) Full name of applicant and the type of business entity;
- (2) The exact location of where the school or college is located or proposed to be located;
- (3) The name and address of the owner of the school premises, and if they are leased the name and address of the lessor of the school premises;
- (4) The names and addresses of all the directors and stockholders of the applicant, if the applicant is a corporation;
- (5) A detailed drawing of the premises where the instruction is to take place, including the size of the building and the number

of barber chairs available;

(6) The number and qualifications of the instructors on the staff and proposed number of students;

(7) A statement, certified by a public accountant licensed to practice in the State of Indiana of the assets and liabilities and net worth of the person or firm making the application;

(8) Evidence that a performance bond of twenty five thousand dollars (\$25,000.00) guaranteeing the operation of the school for three years and conditioned on compliance with barbering laws and regulations applicable to the school has been secured.

(9) Some reliable proof that the community will support the proposed barber school;

(10) The biennial license fee;

(11) Complete copy of the curriculum and tuition rates with the curriculum organized in a written form showing the sequence in which various subjects are to be taught and the number of sessions or hours for each subject.

*(State Board of Cosmetology and Barber Examiners; Rule 30; filed Feb 6, 1981, 4:10 pm: 4 IR 376; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-17) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-18) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-2-19 Transferred students**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7

Sec. 19. If a student wishes to transfer to another barber school, the student must do the following:

(1) Notify the school in which the student is presently enrolled of the student's withdrawal.

(2) Submit a transcript of his or her grades and hours to the new barber school.

(3) Complete and submit the school entry form to the new school.

A student cannot transfer to another school until all financial arrangements have been satisfactorily settled with the school from which the student is transferring, a transcript of hours has been received by the new school, and the school entry form is completed. The board may order the issuance of the grade transcript by the forwarding school upon complaint of affected student. *(State Board of Cosmetology and Barber Examiners; Rule 31; filed Feb 6, 1981, 4:10 p.m.: 4 IR 377; filed Feb 20, 1986, 3:00 p.m.: 9 IR 1660; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; filed Jul 31, 2006, 8:50 a.m.: 20060830-IR-816050323FRA; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-18) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-19) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

#### **820 IAC 8-2-20 Licensing examination**

Authority: IC 25-7-5-14; IC 25-7-5-15

Affected: IC 25-7-5

Sec. 20. (a) A barber student must pass the licensing examination within three (3) years of graduation. If a barber student fails to pass the licensing examination within three (3) years of graduation, the student must successfully complete the barber instruction again, in compliance with the standards in place at the time of reentry to barber school, before being permitted to sit for the barber examination.

(b) The board of barber examiners may waive the requirement in subsection (a) if an applicant is unable to meet the deadline and shows good cause. *(State Board of Cosmetology and Barber Examiners; 820 IAC 8-2-20; filed Sep 16, 1998, 4:02 p.m.: 22 IR 455; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-2-19) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-2-20) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

### **Rule 3. Fees and Examinations**

#### **820 IAC 8-3-1 Fees (Repealed)**

Sec. 1. *(Repealed by State Board of Cosmetology and Barber Examiners; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA)*

**820 IAC 8-3-2 Examination scores**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7

Sec. 2. The board examination shall be a standardized examination for the testing of barbers. An applicant shall be deemed to have passed the barber examination upon attaining a passing score of 75% on the written portion and a passing score of 75% on the practical portion of the examination. The same passing scores shall apply to the barbering instructor examination. (*State Board of Cosmetology and Barber Examiners; 820 IAC 8-3-2; filed Feb 20, 1986, 3:00 pm: 9 IR 1660; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-3-2) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-3-2) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-3-3 Practice limitations**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7

Sec. 3. No licensee of the board shall perform permanent waving or hair coloring without benefit of adequate training qualifying the licensee to use these techniques. (*State Board of Cosmetology and Barber Examiners; 820 IAC 8-3-3; filed Feb 20, 1986, 3:00 pm: 9 IR 1660; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-3-3) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-3-3) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-3-4 Reexamination requirements; barber (Repealed)**

Sec. 4. (*Repealed by State Board of Cosmetology and Barber Examiners; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA*)

**820 IAC 8-3-5 Reexamination requirements; barbering instructor**

Authority: IC 25-7-5-14; IC 25-7-5-15  
Affected: IC 25-7

Sec. 5. (a) This section establishes reexamination requirements for an applicant who has failed one (1) or both portions of the barbering instructor examination.

(b) An applicant who files a new application and pays the required fee within ninety (90) days after the date of the first examination shall be required to take only the portion or portions of the examination previously failed.

(c) An applicant who fails to apply within a ninety (90) day period, or fails to pass the previous reexamination, will be required to take only the portion or portions of the examination previously failed, upon filing within one (1) year after the date of the examination failure, a new application with proof of completing two hundred fifty (250) additional hours of instructor training in an approved school of barbering and pay the examination fee.

(d) An applicant who fails to apply within one (1) year after the date of the first examination failure shall be required to file a new application:

- (1) with proof of completing two hundred fifty (250) additional hours of instructor training in an approved school of barbering;
- (2) pay the examination fee; and
- (3) shall pass both portions of the examination.

(*State Board of Cosmetology and Barber Examiners; 820 IAC 8-3-5; filed Jan 20, 1993, 4:00 p.m.: 16 IR 1511; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-3-5) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-3-5) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-3-6 Barber and barber instructor examination; application; filing deadline**

Authority: IC 25-8-3-22; IC 25-8-3-24  
 Affected: IC 25-8

Sec. 6. A completed application and the applicable fees for licensure by examination to practice as a licensed barber or barber instructor shall be filed with the board not later than two (2) weeks before the next scheduled written examination date. (*State Board of Cosmetology and Barber Examiners; 820 IAC 8-3-6; filed Jan 20, 1993, 4:00 p.m.: 16 IR 1512; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-3-6) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-3-6) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**Rule 4. Barbering Instructors**

**820 IAC 8-4-1 Barbering instructors; education, training; experience requirements**

Authority: IC 25-8-3-22; IC 25-8-3-24  
 Affected: IC 25-8-6.4

Sec. 1. To qualify for licensure as a barbering instructor, an individual must:

- (1) be an Indiana licensed barber;
- (2) be a graduate of an accredited high school or have received a high school equivalency certificate (GED); and
- (3) have completed at least nine hundred (900) hours in instructor training from a school of barbering.

(*State Board of Cosmetology and Barber Examiners; 820 IAC 8-4-1; filed Nov 28, 1988, 5:30 p.m.: 12 IR 922; filed Sep 18, 1998, 11:46 a.m.: 22 IR 454; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-4-1) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-4-1) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-4-2 Barber instructor training**

Authority: IC 25-7-1-25  
 Affected: IC 25-7-1-1

Sec. 2. (a) Section 3 of this rule establishes the curriculum for barber instructor training. The first column in section 3 of this rule states the subject matter of training. The second column lists the number of hours required in classroom and demonstration practice required for each student. The third column lists the number of hours of actual practice required for each student. The fourth column lists the total number of hours of training required in each subject.

(b) The hours required in classroom theory training identified in subsection (a) are defined as a systematically organized knowledge of a system of facts, accepted principles, laws, and rules of procedure devised to analyze, predict, explain, or demonstrate the nature of a particular subject matter of training. Such a system is distinguished from actual practice. (*State Board of Cosmetology and Barber Examiners; 820 IAC 8-4-2; filed Jan 5, 1994, 5:00 p.m.: 17 IR 998; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA*) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-4-2) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-4-2) by P.L.84-2010, SECTION 103, effective July 1, 2010.

**820 IAC 8-4-3 Barber instructor training curriculum**

Authority: IC 25-7-5-14; IC 25-7-5-15  
 Affected: IC 25-7-12

Sec. 3. The following are the requirements for curriculum for barber instructor training:

Subject	Theory and Demonstration Practice	Actual Practice	Total Hours
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BARBER SCHOOLS AND SHOPS

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Orientation and review of the curriculum for barber training as established in 816 IAC 1-2-8	30	50	80
Introduction to teaching	30		30
Course outline and development	160	170	330
(1) Lesson planning			
(2) Teaching techniques			
(3) Teaching aids			
(4) Developing			
(5) Administering and grading examinations			
Laws and rules	30	20	50
(1) Record keeping			
(2) School administration			
Teaching			
(1) Assisting in the clinic and theory classrooms		150	150
(2) Practice teaching in the clinic and theory classrooms		260	260
	250	650	900

*(State Board of Cosmetology and Barber Examiners; 820 IAC 8-4-3; filed Jan 5, 1994, 5:00 p.m.: 17 IR 998; readopted filed Jun 22, 2001, 8:59 a.m.: 24 IR 3823; readopted filed Oct 4, 2007, 3:36 p.m.: 20071031-IR-816070045RFA) NOTE: Transferred from the Board of Barber Examiners (816 IAC 1-4-3) to the State Board of Cosmetology and Barber Examiners (820 IAC 8-4-3) by P.L.84-2010, SECTION 103, effective July 1, 2010.*

## **Rule 5. Fees**

### **820 IAC 8-5-1 Application/issuance fees**

Authority: IC 25-1-8-2; IC 25-8-13

Affected: IC 25-8

Sec. 1. The board shall charge and collect the following application/issuance fees:

- (1) Barber license: \$40
- (2) Barber instructor license: \$40
- (3) Barber shop license: \$40
- (4) Barber school license: \$300

*(State Board of Cosmetology and Barber Examiners; 820 IAC 8-5-1; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA)*

### **820 IAC 8-5-2 Examination fees**

Authority: IC 25-1-8-2; IC 25-8-13

Affected: IC 25-1-8-5; IC 25-8

Sec. 2. (a) If the board administers the examination, the examination or repeat examination fee is fifty dollars (\$50).

(b) If the board elects to use a professional examination service under IC 25-1-8-5, an applicant for licensure by examination shall pay the examination or repeat examination fee assessed by the professional examination service that administers the examination directly to the professional examination service. *(State Board of Cosmetology and Barber Examiners; 820 IAC 8-5-2; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA)*

### **820 IAC 8-5-3 Temporary work permit fee**

Authority: IC 25-1-8-2; IC 25-8-13

Affected: IC 25-8

Sec. 3. The board shall charge and collect a ten dollar (\$10) fee for a temporary work permit. *(State Board of Cosmetology and Barber Examiners; 820 IAC 8-5-3; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA)*

**820 IAC 8-5-4    Renewal fees**

Authority: IC 25-1-8-2; IC 25-8-13

Affected: IC 25-8

Sec. 4. The board shall charge and collect the following renewal fees:

- (1) Barber license: \$40
- (2) Barber instructor license: \$40
- (3) Barber school license: \$300
- (4) Barber shop license: \$40

*(State Board of Cosmetology and Barber Examiners; 820 IAC 8-5-4; filed Oct 1, 2010, 3:53 p.m.: 20101027-IR-820090865FRA)*

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