

Nebraska Board of Barber Examiners

Title 51 Nebraska Administrative Code

CHAPTER 12 - MINIMUM CURRICULUM AND REQUIREMENTS FOR APPROVED SCHOOLS OF BARBERING

001 MINIMUM HOURS FOR DIPLOMA, DURATION OF COURSE, GRADUATION FROM OTHER SCHOOLS, HOURS IN WORKING DAY, NUMBER OF INSTRUCTORS

001.01 Each Nebraska school of barbering approved by the Board shall conduct a course of study of at least twenty-one hundred (2100) hours, to be equally divided over a one (1) year period.

001.02 ~~No school of barbering shall require, as a prerequisite for admission, attendance at or graduation from any other school or institution, except that all examination applicants eligible for licensure are required to be high school graduates, or its equivalent prior to license issuance.~~

001.02A A barber school or college that operates as a postsecondary barber school or college shall require, as a prerequisite to admission, high school graduation or its equivalent as determined by successfully passing a general educational development test.

001.02B A barber school or college that does not operate as a postsecondary barber school or college shall require, as a prerequisite to graduation from such school or college, high school graduation or its equivalent as determined by successfully passing a general educational development test.

001.03 Period of daily classes shall be at the discretion of the faculty of the school.

001.04 No student shall exceed ten (10) hours in any one (1) working day.

001.05 Said course shall be under the tutelage of a registered barber instructor and assistant instructor.

001.06 Each barber school shall be permitted, on a working ratio of two assistant instructors for every registered barber instructor.

001.07 There shall be one (1) registered instructor or assistant instructor for each fifteen (15) students, or fraction thereof, enrolled in school.

002 ORIENTATION PERIOD, BARBER COURSE 300 HOURS - THEORY AND SUPERVISED PRACTICES ON STUDENTS AND MANNEQUINS shall include, but not be restricted exclusively to:

002.01 Laws and rules and regulations for barbering.

002.02 History of barbering.

002.03 Barber equipment and product knowledge, its uses and safety precautions.

002.04 Sanitation, sterilization, hygiene and first aid.

002.05 Haircutting, long and tapered styles, haircutting techniques and braiding.

002.06 Shaving, honing and stropping.

002.07 Scalp care, treatments and shampooing.

002.08 Facials, massages and packs.

002.09 Coloring, bleaching and rinsing.

002.10 Chemical waving and relaxing.

002.11 Natural and artificial nail care.

002.12 Waxing.

002.13 Cosmetologists licensed, or eligible for licensure, in the State of Nebraska, attending a school of barbering, shall be required no fewer than eighty (80) hours in the orientation period. The contents of these eighty (80) hours shall be at the discretion of the instructor, based upon the knowledge and experience of the student.

002.14 No student shall be permitted to render practical services on members of the public until such student has completed the orientation period, except that the Board may establish guidelines by which it may approve such practical services as part of the orientation period.

003 MINIMUM NUMBER OF REQUIRED SERVICES: Following are the services and the number of each that are to be performed by each student during his or her tenure in school. These services are to be performed in the clinic area. Services performed during the student's orientation period are not to be counted. These are the minimum number of services to be performed on members of the public, spread out over the entire course, not condensed into a small period of time:

BARBER BARBER/COS

003.01 Haircut, taper	75	75
003.02 Haircut, long style	75	50
003.03 Shampoo	75	50
003.04 Shave	10	10
003.05 Beard trim	10	10
003.06 Facial	24	12
003.07 Chemical waving	24	12
003.08 Perm rod rolling and braiding (mannequin)	90/10	45/5
003.09 Hair coloring	20	10
003.10 Bleaching or highlighting	6	3

004 THEORY - DEMONSTRATIONS AND LECTURES shall include the following, but not be restricted exclusively to:

004.01 Laws, rules and regulations for barbering.

004.02 Barber equipment and product knowledge, its uses and safety precautions.

004.03 Barber shop management, ethics and economics.

004.04 Sanitation, sterilization, personal hygiene and first aid.

004.05 Bacteriology.

004.06 Applied electricity.

004.07 Hairpieces.

005 INSTRUCTORS AND ASSISTANT INSTRUCTORS: All Barber Instructors and Assistant Instructors must meet all the requirements set forth in Section 71-208.02.

005.01 A person shall be eligible for registration as a barber instructor if he or she has earned at least eighteen hours of college credit at or above the post-secondary level, including at least three (3) credits each in:

005.01A Methods of Teaching, 3 hours - Principles of teaching vocational subjects is designed to acquaint the teacher with various activities involved in the teaching of vocational education. Further, it will help the prospective teacher develop and perfect the methods, procedures and techniques which have been found to be most effective in successful teaching.

005.01B Curriculum Development, 3 hours - This is a professional vocational education course. It is designed to provide the opportunity to develop techniques and procedures in writing, selection and organization of subject matter for instructional purposes. The course has been organized into five major units of instruction as listed: (1) course planning and the lesson plan format (2) writing and classifying objectives (3) developing lesson plans (4)

student evaluation and (5) texts and the instructional systems.

005.01C Special Vocational Needs, 3 hours - This course is designed to introduce the prospective vocational teacher to learners with special needs. Emphasis will be placed on (A) recognizing vocational special needs students as individuals with legitimate rights to respect and dignity (B) nurturing an appreciation for individual differences (C) changing negative attitudes, prejudice and bias toward vocational learners with special needs.

005.01D Educational Psychology, 3 hours - Explore psychological concepts as they relate to the developmental studies area. Topics covered include: the learning process, clarifying values and attitudes, problem solving, decision making, coping with stress and setting goals.

005.01E Speech Communication, 3 hours - Basic principals of effective communications, theory and practical, with emphasis on developing the preparation and delivery of effective oral communication skills.

005.01F Introduction to Business, 3 hours - Basic factors of organization, operations, business control and procedures effecting each. Broad look at interrelated roles of operating a small business.

005.02 A person shall be eligible for registration as a assistant barber instructor if he or she has completed application and paid the fee prescribed by section 71-219, has been a licensed and actively practicing barber for one year, and is currently enrolled or will enroll at the first regular college enrollment date after registration in an educational program leading to the completion of the hours required under subsection (2) (a) of 71-208.02. Applicants for registration as an assistant barber instructor must provide the Board with evidence of enrollment or acceptance into the educational program for at least one course resulting in credit for one of the requirements of 71-208.02 (2) (a).

005.03 Courses required in Section 71-208.02 (2) (a) must be accredited by the Career College Institute, Higher Learning Commission of the North Central Association of Colleges and Schools or by a substantially equivalent accrediting agency as determined by the Board, or be validated otherwise by the Board upon application on a form provided by the Board. The Board or an individual approved by the Board must proctor all final course examinations, including examinations for courses offered on-line.

005.04 Each barber school shall be permitted, on a working ratio, two assistant instructors for every barber instructor who shall qualify for registration as set forth in Subsection 1 of Section 71-208.02.

005.05 Instructors and Assistant Instructors shall devote their entire time during school hours to instructing and supervising all student work and shall not apply their time to private or public practice of barbering for any reason.

005.06 Supervision of Assistant Barber Instructors.

005.06A Direct Supervision. A person registered as an assistant barber instructor who is or will be enrolled in an educational program leading to completion of the hours required under 71-208.02(5)(a) shall serve under the *direct* supervision of the supervising Barber Instructor. For purposes of this section, “direct supervision” means the physical presence of the supervising barber instructor in the clinical area, practice lab or theory classroom to instruct, guide, direct, demonstrate, evaluate or supervise practice by an assistant barber instructor.

005.06B Indirect Supervision. “Indirect supervision” means the supervising barber instructor is present within the facility in which the assistant barber instructor is providing services, and is available to provide immediate face to face communication with the person being supervised. A person registered as an assistant barber instructor who has completed nine college credit hours as required by 71-208.02(5)(b) may serve under the *indirect* supervision of a barber instructor if he or she:

005.06C1 has completed one year of instructor training under direct in-house supervision of an active, full-time, registered barber instructor; or

005.06C2 has completed the requirements of a barber instructor course developed or approved by the Board.

005.07 General Requirements for Assistant Instructor Training. Training of an assistant barber instructor through either a Board-approved barber instructor course or a one-year training program under a barber instructor in a school must:

005.07A Provide a prospective barber instructor with practical, supervised opportunities to develop and to demonstrate that he/she:

005.07A1 Has a sound understanding of the subject matter he or she will teach;

005.07A2 Can manage the classroom and the conduct of the students effectively;

005.07A3 Understands how students learn and how they differ in their approaches to learning, and how to make the subject matter meaningful for students;

005.07A4 Can plan and carry out daily lessons to accomplish the course goals within the timelines for the course;

005.07A5 Creates learning experiences that support how students learn, work together, and develop their performance skills;

005.07A6 Has the skills necessary to be a clear communicator orally and in demonstrating barbering techniques;

005.07A7 Understands and uses formal and informal assessment strategies to evaluate and ensure the continuous development of the students.

005.07B Have effective measures to assure and verify attendance and, in the case of an assistant instructor in a school, the hours of service;

005.07C Have effective evaluation mechanisms for assuring that the assistant instructor has satisfactorily attained the knowledge and skills to be an effective barber instructor.

005.08 Requirements for Direct Supervision in a School.

005.08A Plan. A barber instructor who is responsible for the direct supervision of an assistant barber instructor for one year of instructor training in a school shall develop and maintain a plan for the training of the assistant barber instructor that provides for specific, practical experience for the development of basic skills and for expansion of his or her instructional expertise and delivery strategies as skills are gained. The overall plan for the supervision period shall encompass the subjects for coursework required for a barber instructor by 71-208.02(2)(a) and shall meet the requirements of **005.07** of this chapter.

005.08B Evaluation. The barber instructor shall provide regular informal and formal review of the assistant barber instructor's performance. Formal review shall be made using specific assessment criteria through regular evaluations by the barber instructor with recommendations for continued growth and through:

005.08B1 An on-site evaluation visitor visits by a member of the Board of Barber Examiners, its Executive Director or other agent appointed by the Board; or

005.08B2 An onsite evaluation visit or visits by a guest barber instructor approved by the Board; or

005.08B3 A combination of the foregoing.

005.09 Application

005.09A One-Year Supervised Training under a Barber Instructor in a School. A barber school may apply for approval of one year of supervised training of an assistant barber instructor on a form provided by the Board. The application shall include the plan for training and the proposed tools for formal evaluation, and shall specify the method(s) of evaluation to be used as required by **005.08** of this chapter.

005.09B Barber Instructor Course. The Board may develop a barber instructor course or courses to offer in lieu of one year of supervised training in a barber school. In addition, an educational institution or other entities may apply to the Board to approve a barber instructor course. Applications shall be made on a form provided by the Board and shall demonstrate how the course meets the requirements of section **005.07** of this chapter and provide such other information as the Board may require to assure that the proposed course will be offered by a qualified institution or entity.

005.10 Board Review. The Board shall review each application for approval and the documents submitted in support of the application and determine within ninety (90) days whether to approve the course or courses. If the Board determines not to approve a course, the applicant may appeal the decision of the Board in accordance with the Administrative Procedure Act.

005.11 List of Approved Courses. The Board shall maintain a list of barber instructor courses developed or approved by the Board for purposes of this section.

006 CLASS ROOMS

006.01 An approved school of barbering shall have two (2) rooms accessible.

006.02 One (1) to be used for class study, examinations and lectures.

006.03 One (1) to be used for practical demonstrations.

006.04 Rooms shall be fully equipped to comply in every way, and at all times, with the rules and regulations of the Board.

006.05 Class rooms shall meet inspection requirements set forth in sections of these rules.

006.06 Study and lecture room shall be used for the sole purpose of giving scientific instruction.

006.06A Blackboard and charts of skin, scalp, hair, nails and their disorders.

006.07 Schedules of classes shall be filed with the Board office.

007 SCHOOL EQUIPMENT shall consist of a minimum as follows:

007.01 One (1) barber chair for each two students enrolled.

007.02 One (1) shampoo bowl for every-five stations.

007.03 One (1) station for each two students enrolled.

007.04 One (1) immersion sterilizer for each student.

007.05 One (1) text book for each student and instructor.

007.06 Electrical equipment.

007.06A Vibrator.

007.07 Sufficient clean linen storage in enclosed cabinet/containers.

007.08 Blackboard.

007.09 Bulletin board, conspicuously located for posting rules and regulations, notices and other information.

007.10 One (1) set of record files for student history, activities and duplicate copies of reports filed.

007.11 Sanitary hair removal equipment, either vacuum, compressed air or individual wipes.

007.12 Automatic lather mixer or canned lather.

007.13 Supply of standard tonics, lotions, shampoos and other cosmetics.

007.14 One (1) time clock.

007.15 One (1) mannequin for each student.

007.16 One (1) first aid kit.

007.17 Hooded hair dryers.

007.18 Library facilities which shall contain at least the following materials:

007.18A Current version of State of Nebraska Laws Relating to the Practice of Barbering.

007.18B Current version of Board of Barber Examiners Rules and Regulations.

007.18C Standard Dictionary of the English Language.

007.18D Standard Medical Dictionary.

007.18E Approved textbooks of barbering and hairstyling, hair structure, chemistry and physics.

008 BARBER CHAIR

008.01 Each barber chair must be in good condition, mechanically sound and with acceptable covering of a material capable of being sanitized and free of tears.

008.02 Barber chairs shall be placed at least four and one-half (4 1/2) feet apart, center to center, and each chair must occupy not less than thirty-five (35) square feet of floor space.

009 RECORDS

009.01 Enrollment: Each school shall forward to the Board, a record of student enrollment upon the date of admittance of the student.

009.02 Transfer of student credit hours from one school to another is at the discretion of the official school administrator, specific requirements having been met, as set forth herein.

009.03 Student has certificate of enrollment with his state barber administration or board.

009.04 No more than two (2) years shall lapse from the date of initial enrollment in school from which transfer is requested, and the taking of the registered examination.

009.05 All student requirements set forth in the statutes of this state have been met.

009.06 Each school shall keep daily class records of each student, showing information as follows:

009.06A Hours devoted to respective subjects.

009.06B Hours in attendance.

009.06C Records shall be subject to inspection by the examiners or representatives at any time during business hours.

009.07 An owner of a school shall furnish the Board, at the end of each month, the names of students enrolled, enrollment status and accredited hours earned.

009.08 The time and clinical operations of each student in each phase of demonstration, lectures and practical supervision shall be filed with the Board office at the end of each quarter.

010 FINAL RECORD: The school owner, instructor, manager or other qualified individuals designated by the school owner shall compile from his or her records:

010.01 A summary of each student's grades.

010.02 Hour and clinical service reports, shall be presented to the student upon graduation, and such reports shall be made a part of his or her application for examination. Any individual identified in 010 of this section must sign each report required and certify the record is correct and that the student has received a diploma from the school.

011 PROPER QUARTERS:

011.01 Shampoo bowls located in common areas shall have access without obstruction.

011.02 Toilet facilities shall be located on the school premises and kept clean, sanitary and in working order at all times.

011.03 Barber school/school of cosmetology that occupy the same location, the barber practical work area shall be visually distinct from the other and shall be clearly identified as such to the public by a sign.