



Alaska Department of Commerce, Community, and Economic Development
 Division of Corporations, Business and Professional Licensing
BOARD OF BARBERS AND HAIRDRESSERS
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STUDENT RECORD FOR ADVANCED MANICURING

This form must be completed by the instructor and signed by both the instructor and student.

Student's Name	Name of School Attended		
Mailing Address	Date Enrolled		
City	State	Zip Code	Date Training was Completed
Total Hours of Training: _____			

ADVANCED MANICURING ENDORSEMENT TRAINING

12 AAC 09.148. Advanced Manicurist Endorsement Curriculum. (a) An applicant for an endorsement as an advanced manicurist must complete a curriculum that consists of at least 250 hours of instruction or training in manicuring that includes the following subjects for a minimum number of hours specified.

	<u>Minimum Number of Hours Required</u>	<u>Number of Hours Completed</u>
(1) sanitation and safety measures: 45 hours, including instruction in(45)	(45)	_____ hours
(A) bacteriology		
(B) sanitation, including		
(i) chemical agents; and		
(ii) sanitizing methods and procedures;		
(2) anatomy and physiology of the arms, hands, and feet: 45 hours, including instruction in(45)	(45)	_____ hours
(A) nail shapes, structures and growth, including:		
(i) nail irregularities; and		
(ii) nail diseases:		
(B) bones, muscles, and nerves of the arm and hand;		
(C) skin histology and functions; and		
(D) blood circulation, including:		
(i) blood vessels; and		
(ii) blood supply of the arm, hand, and foot;		
(3) manicuring and pedicuring: 155 hours, including instruction in(155)	(155)	_____ hours
(A) preparation;		
(B) equipment and implements;		
(C) supplies;		
(D) procedure, including		
(i) basic manicure;		
(ii) oil manicure;		
(iii) nail analysis; and		
(iv) hand and arm massage;		
(E) pedicure;		

Minimum Number
of Hours Required

Number of
Hours Completed

- (F) artificial nails, including
 - (i) sculpturing and liquid and powder brush-ons;
 - (ii) artificial nail tips;
 - (iii) nail wraps and repairs; and
 - (iv) maintenance;
- (G) polish application; and
- (H) specific needs;
- (4) state law: 5 hours(5) _____ hours

12 AAC 09.148(b) states the curriculum must incorporate the following:

- (1) communication skills;
- (2) professional ethics;
- (3) sales skills;
- (4) decorum;
- (5) record keeping;
- (6) client service record cards.

Note: A student is responsible for participating in the routine maintenance of the sanitary conditions necessary to conduct business. However, credit may not be given for time spent laundering towels, washing floors, walls, windows, or lavatories, or similar work.

As the student named in this report, I certify that I received the training as reported on this form and that the training was held in compliance with the statutes and regulations governed by the Board of Barbers and Hairdressers. I further certify that the information reported on this form is true and correct.

➔ _____
Student's Signature Date

As the instructor responsible for providing the training, I certify that the training, as reported on this form, was held in compliance with the board's statutes and regulations. I further certify that the information reported on this form is true and correct.

➔ _____
Instructor's Signature Date