

EXAM PREPARATION

This document is a supplement to the Provincial Examination Guide. This guide will assist with booking an Exam date and understanding the skill and knowledge that may be covered on the Exam and to provide a list of resources to aid with study.

Booking an Exam

- Contact the Cosmetology Association of Nova Scotia and request an Exam date (if one has not already been assigned).
- Arrange for payment of the registration fee (\$55 plus applicable taxes) and Exam fee (\$150 plus applicable taxes).
- For special requirements or arrangements, the school/college or the Exam participant must notify the Exam Co-ordinator when booking and submit required information and/or documents.

Prior to Exam Date

In order to prepare for the Exam, it is recommended that participants:

- make time to study each day
- practice skill areas being examined (clock time for each practical skill)
- prepare all supplies and tools required for each practical test
- confirm time and location with model
- get plenty of rest the night prior to the Exam.

Exam Day

- Participants and their models **must** bring a valid and current photo ID, such as a NS driver's licence or picture ID card.
- If a model has not attained the age of 18 years, a Parental Consent form must be provided on or before Exam date.
- Arrive at the Cosmetology Association at least 10 minutes prior to the registration time. ***Do not be late!***
- Models should meet participants 10 minutes prior to registration time.
- Bring all tools and supplies required for each practical phase; **borrowing is not permitted.**
- Participants should bring a lunch/snacks and a drink for themselves as well as their model.

COVID-19 PROTOCOLS

All participants are required to wear a non-medical grade face mask (and, if applicable, a face shield for particular services) while on the premises, including models.

As of October 4, 2021:

- Certain skill area testing requires the removal of a mask (ie: esthetics, facials, make-up, etc.,). Those models **must be fully vaccinated** (have both doses/injections of one of the recognized vaccines).
- A mask must cover the nose, mouth, and chin and not convey any unacceptable or unprofessional messaging or images. The Exam participant must also wear a face shield if a model's mask is removed.

Failure to provide a picture ID for yourself and your model at the time of registration will result in cancelation of the Exam and the participant will be required to book another Exam date. A re-Exam (DNA) fee will apply, in accordance with the Cosmetology Act, 2012, c. 39, as amended, Schedule "B".

Examinations

- Will test the participant's ability to recall and understand definitions, facts, and principles.
- Will test the participant's skill procedures.
- Will test the participant's procedures for different situations.

Written Examination

- All theory Exams are now completed online via the Association's website (although participants can request to complete a written Exam at the Association office).
- A laptop or iPad is required (cell phones are not permitted). Loaner computers are available for use, upon request.
- Once registered, Exam participants are not permitted to leave the Exam area for any reason without the permission of an Examiner.
- Exam participants must have a comprehensive understanding of body hair removal, infection control, safety, and the Nova Scotia Cosmetology Association's By-Laws.
- Participants must bring a black or blue pen; there will be no borrowing or sharing of supplies permitted due to COVID-19.
- Participants are given a maximum of two hours to complete all written tests.

Recommended Resources for Study

- Milady Standard Foundations
- Milady (skill specific) textbooks
- Pivot Point (skill specific) textbooks
- Sugar Lash Classic textbook or (LCN) Captivating Lashes (if applicable)
- *Cosmetology Act, 2012, c. 39 and By-Laws - <https://www.nscosmetology.ca/act-and-by-laws>*
- Online research

Textbooks for the Provincial Exams may be rented (a down payment/rental fee will apply) through the Cosmetology Association upon booking an Examination date.