

EXAMINATION GUIDE
Hairstylist

Exam Time:

- ***The exam will begin at the time issued on the participant's exam notification.***
- Once registered, the exam participant is not permitted to leave the exam area for any reason.
- Failure to follow all directions for each phase could result in disqualification from the exam.
- Arrangements for an oral exam must be made in advance with the Executive Director and noted on the exam application.
- Any special arrangements (such as an interpreter) must be arranged in advance with the Executive Director; all out of pocket expenses arising therefrom are the responsibility of the exam participant.

Not permitted in the exam area:

- Reference or paper notes
- Textbooks
- Cameras, cell phones or other electronic devices (including watches)
- Food or drink
- Family or friends are not permitted in the testing area for any reason

Note: It is recommended to bring snacks/lunch and a drink for you and your model for lunch and break times.

Model/Mannequin:

- Model must be at least 18 years of age and cannot be a licensed hairstylist, a student pursuing a career in Hairdressing or a person employed in a cosmetology school.
- Students must provide their own model/mannequin.
- A mannequin used for the exam must be in new condition, with appropriate length hair.
- Exam day requires two haircuts; please ensure you have one model/mannequin available for the technical clipper cut and one model or mannequin available for the remainder of the practical exam which includes chemical application, perm wrap, hair setting pattern/pin curls, uniform cut and blow dry finishing.
- The model/mannequin must face the mirror once you have completed each practical phase.

Professional Appearance and Behavior:

- Participants must present a professional appearance. Behavior should be professional at all times, showing respect for examiners and models. Subdued conversation is expected between the model and the stylist and participants should avoid loud interactions. Participants who cause disruption at the provincial exam will be asked to leave.
- Professional attire should be worn (eg: college uniform or black pants, white top, black flat or low shoes or boots).

Tools:

- A suggested checklist is provided for each practical phase. **NOTE:** some phases require the same tools. All tools must be clean and disinfected prior to use at the exam (if the same tool is used for numerous phases during the practical exam, the tool must be cleaned and disinfected prior to the next phase). Bring duplicate tools cleaned and disinfected or one tool and the required disinfectant and disposable tools where possible.

NOTE: Not all tools may be listed. It is recommended that you go through each phase noted herein to ensure you have everything you require for your practical (add extra tools/supplies/products if needed).

- Tools and products must be professional.
- Tools must be pre-disinfected and stored in an appropriate container prior to the practical exam.
- Exam participants are responsible for service/practical set up and are given time to do so prior to the start time.

SAFETY: tool bags should be kept away from the practical exam area, which should be kept neat and tidy during the exam to avoid hazards (ex: tripping over bags).

NOTE: examiners will provide an overview for the day, including: bathroom and smoking area, and fire escape route prior to the start of the exam.

No borrowing is permitted during the exam; failure to bring the required tools or supplies will result in failure of the phase the participant is not prepared for.

Although exam times are listed below, the exam day scheduled times may vary through out exam day.

Exam Schedule

• Register with model/mannequin for practical exam
• Set up and overview
• Technical cut
• Set up for chemical application, perm wrap, hair set/pin curls
• Chemical application
• Shampoo out chemical application and prepare for next phase
• Break
• Perm wrap
• Hair set/pin curls
• Uniform layered haircut
• Blow-dry and finish
• Clean up and break
• Registration
• Written exam(s) begin.
• Participants have three hours to complete the written phase

Participants will be stopped at each allotted time limit and their work evaluated.

Practical Exam Phases

1. Technical Clipper Cut – 45 Minutes

Reference:

- Milady Standard Cosmetology – Basic Clipper Cut
- Pivot Point – Shear/Clipper Over Comb Technique

Participants must remove at least ½” of hair from the model/mannequin. Complete top, sides, back and front to complete a finished even and balanced look.

NOTE: hair is to be cut close around the perimeter back and sides and to become longer as you travel up the head. Top should be 1½ - 2” or longer than sides.

Practical marking is based on the following;

- Draping.
- Blending with a gradual taper to the sides and back, traveling upward from the perimeter (use of clippers or guards is permitted).
- Top: scissors and comb - layer hair throughout, following guide with scissors (must conform).

- Blending top with sides (by point cutting, use of thinning shears or other blending technique). **NOTE:** There should be NO heavy weight lines.
- Demonstrate scissor over comb technique when blending/checking haircut
- Perimeter “including ears, sideburns and back hairline” blended or outlined to complete the finished look (Edger’s/trimmers may be used around perimeter).
- Use of styling aids and finish.

Time	Objective	Checklist	✓
45 mins	Demonstrate the ability to create a balanced, finished technical clipper cut	Model or mannequin	
		Cutting cape	
		Towels/neck strip	
		Spray/water bottle	
		Haircutting shears	
		Thinning shears	
		Cutting/barber combs	
		Clippers/trimmers/outliners	
		Towels	
		Blow dryer	
		Styling/finishing products	

2. Chemical Application – 20 Minutes

Practical marking is based on the following:

- Draping of model/mannequin for a chemical service
- Protective apron/smock and gloves
- Sectioning (completed after the timer starts)
- Width of subsections ¼”
- Method of application by bowl and brush
- Amount of gel used. **NOTE:** A non-professional gel may be used for the chemical application only to allow for thicker consistency
- Coverage of the entire head, including hairline/perimeter
- Control of hair during application
- Neatness and timing

Time	Objective	Checklist	✓
20 mins	Demonstrate the application of a chemical retouch (½” only) using the bowl and brush application within 20 minutes	Cape and protective apron	
		Gloves	
		2-4 towels	
		Bowl/brush	
		Gel	
		Sectioning clips (if required)	

3. Permanent Wave Wrap – 45 Minutes

The perm wrap is completed from the base over the apex to the front of the head and one complete side.

Practical marking is based on the following:

- Draping of model/mannequin for permanent wave
- Appropriate rod size for length of hair
- Clean correct size sections and subsections
- Correct amount of hair on each perm rod, smoothly wrapped, no fishhooks
- Correct use of end papers (book end or flat wrap)
- Balanced and evenly placed
- Correct tension
- Correct elastic placement (no stabilizers or picks)

Time	Objective	Checklist	✓
45 mins	Complete wrapping of all perm rods within 45 minutes	Chemical cape	
		2-4 towels	
		Tail comb (or other)	
		Ample perm rods	
		End papers	
		Water bottle	

4. Hair Setting Pattern – 45 Minutes

Practical marking is based on the following:

- Amount of setting lotion used
- Size of rollers for length of hair
- Clean parting
- Neatly placed rollers (minimum of 6 rollers)
- Correct amount of hair on rollers
- Tension
- Roller placement and bases
- Rollers properly secured
- Minimum of twelve (12) pincurls (must include 3 clock wise, 3 counter clockwise, 3 stand up, 3 triangular base)
- Pin curls properly formed and secured
- Entire head must be completed and end result should be a wearable style if it were to be dried and combed out
- Neatness and timing

NOTE: End papers are prohibited and entire head must be completed. Setting pattern is the choice of the participant; set must include the required amount of rollers and pin curls (more may be added to complete the set).

Time	Objective	Checklist	✓
45 mins	Complete a balanced finished hair set pattern with rollers and pin curls within 45 minutes	Cape	
		Neck strip/towel	
		Setting lotion	
		Tail comb	
		Magnetic rollers (only)	
		Roller clips	
		Pin curl clips	
		Water bottle	

5. Uniform Layered Haircut - 45 Minutes

Participants must remove at least one (1") inch of hair from the model/mannequin. Complete top, sides, back and front for a finished, well balanced haircut.

A guideline must be followed throughout.

Practical marking is based on the following:

- Draping model/mannequin
- Correct handling of comb and shears
- Tension - even throughout the cut
- Sides even and equal on both sides
- Perimeter blended and even
- Guide is easily found and followed
- Well shaped and balanced throughout
- Completed uniform layered haircut
- Clean up

Time	Objective	Checklist	✓
45 mins	Complete a balanced uniform haircut showing control and proper use of comb and shears within 45 minutes	Cutting cape	
		Cutting comb	
		Neck strip/towel	
		Hair sectioning clips	
		Shears	
		Water bottle	

6. Blow Dry and Finish – 20 Minutes

Practical marking is based on the following:

- Use of styling aids (for hair type)
- Handling of dryer with appropriate nozzle
- Use of appropriate round brush (size) and technique used
- Thoroughly dried hair
- Shape of hair (includes volume and finished style)
- Final look is polished (no hairspray)

Time	Objective	Checklist	✓
20 mins	Complete a blow dry and style within 20 minutes	Cape	
		Neck strip/towel	
		Styling product	
		Round and/or other brushes and finish comb(s)	
		Blow dryer with nozzle	

Written Examination

- Once registered the exam participant is not permitted to leave the exam area for any reason.
- Exam participants must have a comprehensive understanding of hairdressing.
- Participants are given a maximum of three hours to complete all written tests.

Not permitted in the exam area:

- Reference or paper notes
- Textbooks
- Cameras, cell phones or other electronic devices (including watches)
- Food or drinks

Failure to follow all directions could result in disqualification from the exam.

The written portion of the exam(s) consists of two sections containing true or false, or multiple choice questions.

Examination/ Area of Testing
Sanitation, Disinfection & Safety
Cosmetology Association of Nova Scotia By-Laws

Exam Results

Results are forwarded to participants via regular mail within thirty (30) days following the exam date. Test results will not be discussed by telephone.

The pass mark for all phases is 70%. In the event of an exam failure, the participant must contact the Cosmetology Association of Nova Scotia to schedule a new exam date and pay the required re-examination fee in accordance with the *Cosmetology Act, 2012, c. 39, at Schedule "B"*.

Note: A participant may only challenge the provincial exam a maximum of three times.

For questions regarding your provincial examination in hairdressing, please contact the Cosmetology Association of Nova Scotia at 902-468-6477, ext. 202.