

EXAMINATION GUIDE

Esthetics

Exam Time:

- *The exam will begin at the time issued on the 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.
- The exam must be written in ink (blue or black) and you are responsible for bringing your own writing implements.

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 esthetician, makeup artist or nail technician, or a student pursuing a career in any esthetics area or a person employed in a Cosmetology School.
- The same model is to be used for the entire practical exam.
- Models must arrive with;
 - Clean, moisturized skin; face ready for make-up application
 - Pre-polished toenails should be long enough to be cut and shaped
 - Polish must be a dark colour (ex: red)
 - Underarm and eyebrow hair long enough to be waxed

Professional Appearance/Behavior

- Participants must present a professional appearance. Behavior should be professional at all times, showing respect for examiners and the models. Subdued conversation is expected between the model and the stylist and participants should avoid loud interactions. Participants who cause disruption during the provincial exam will be asked to leave.

- Professional attire should be worn (ex: college uniform or black pants, white top, black, flat or low heel shoes or boots).

Tools

- A checklist is provided in each of the following practical phases. Note: some phases require the same tools.
- It is the responsibility of the exam participant to provide all required equipment and supplies, unless otherwise stated herein.
- Tools and products must be professional, unless otherwise stated on the exam list.
- 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 throughout exam day.

Exam Schedule

• Register with model for practical exam
• Set up and overview
• Make-up
• Clean up and set up for pedicure
• Pedicure
• Break
• Set up for waxing
• Waxing
• Set up for facial
• Facial
• Clean up and lunch
• Register for written portion
• Written exam begins
• 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. Make-Up – 30 Minutes

Practical marking is based on the following:

- Correctly labeled cosmetics (cosmetics may be non-professional)
- Use of disinfected implements
- Sanitation of hands
- Draping of model
- Positioning of estheticians body and hands during application
- Smooth base
- Appropriate blending of all make-up
- Appropriate use of all make-up
- Over-all daytime look
- Timing
- Disposal of used implements

Time	Objective	Checklist	✓
30 mins	Demonstrate a completed daytime makeup application within 30 minutes	Head Band	
		Neck strip	
		Cape	
		Makeup brushes/implements	
		Foundation, concealer, powder, blush, brow definer, eye shadow, eyeliner, mascara, lip liner, lipstick, lip gloss	
		Hand sanitizer	
		Pencil sharpener	
		Tweezers	

2. Pedicure – 60 Minutes

Pedicure is to be completed on both feet.

Practical marking is based on the following:

- Sanitation of hands
- Appropriately disinfected implements
- Appropriately labeled products
- Examine model’s nail length
- Soaking of feet
- Drying of feet
- Polish removal
- Clipping and filing of nails

- Foot filing
- Cuticle care
- Application of massage oil/lotion
- Massage movements/flow of massage
- Pressure used for massage
- Re-examination of feet
- Cleansing of nails
- Application of base colour and top coat; a dark colour must be used (ex: dark red or burgundy/maroon)
- Timing and finished look

Time	Objective	Checklist	✓
60 mins	Demonstrate a pedicure on two feet within 60 minutes	Towels Foot Basin/Bowl	
		Clean and pre-disinfected implements	
		Nail clippers, nail file, cuticle pusher, foot file, birchwood sticks, excavator (or appropriate tool to clean under free edge), toe separators	
		Hand sanitizer and gloves	
		Cuticle remover	
		Base coat and top coat	
		Dark nail polish	
		Nail polish remover and cotton lint free wipes	

3. Waxing – 30 Minutes

***Model must arrive with hair long enough to wax; soft wax is provided.
Participant may bring hard wax and wax pot if desired.***

Practical marking is based on the following:

- Draping of bed and model
- Use of gloves
- Use of disinfected implements
- Examine area to be waxed
- Pre and post waxing skin preparation
- Testing wax temperature
- Wax application and removal
- Tweezing
- Timing
- Clean up and disposal of waste

Time	Objective	Checklist	✓
30 mins	Demonstrate and complete hair removal by waxing the eyebrows and underarm of the model within 30 minutes	Gloves	
		Tweezers	
		Exam paper for the bed	
		Sheet/blanket	
		Professional pre/post wax (oil if performing soft wax)	
		Wax strips	
		Wooden spatulas	
		Robe/wrap around	
		Hazardous bag	
		Headband/towel	

4. Facial – 60 Minutes

Practical marking will be based on the following:

Procedure/Technique

- Draping of model head and body
- Labeling of professional products
- Sanitization of hands or use of gloves
- Use of disinfected implements
- Removal of makeup
- Cleansing of face and neck
- Removal of cleanser
- Application of toner
- Skin analysis with magnifying lamp
- Exfoliation (no use of clear exfoliant)
- Extractions (demonstrate hand positions and pressure)

Massage Technique

- Use of sufficient massage cream
- Massaging of face and neck
- Rhythm maintained with effective firmness

Completion

- Removal of massage cream
- Application and removal of mask (no clear masks)
- Application of day cream
- Timing – 60 minutes
- Clean up and disposal of waste

Time	Objective	Checklist	✓
60 mins	Demonstrate a facial within 60 minutes	Sheets, blankets, headband, Gibson towels, tissue	
		Hand sanitizer and gloves	
		Massage cream/oil	
		Bowl	
		4x4 gauze/sponges	
		Mask brush	
		Spatulas	
		Professional makeup remover, cleanser, toner, exfoliating cream, mask, day cream	

Written Examination

- All questions on the Bacteriology, Sanitation and Safety exam come from industry and throughout the Milady / Pivot Point textbooks.
- Once registered, the exam participant is not permitted to leave the exam area for any reason.
- Exam participants must have a comprehensive understanding of esthetics and the Nova Scotia Cosmetology Association's By-Laws.
- Participants are given a maximum of two 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 drink
- Family or friends are not permitted in the testing area for any reason

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

The written portion consists of two portions containing true or false, fill in the blank 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, Schedule “B”.

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

For questions regarding your provincial examination in esthetics, please contact the Cosmetology Association of Nova Scotia at 902-468-6477, ext. 206.