

**Meeting Minutes**  
**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
via Microsoft Teams or Call: +1 605.679.7263  
Thursday, October 26, 2023, 10:00 a.m. CDT

Vice President Graf (Graf) called the meeting to order at 10:02 a.m. CDT. Commission Secretary Hiller (Hiller) called the roll. A quorum was present.

**Members Present:** Annette Petersen  
Renee Graf  
Zoe Hiller

**Members Absent:** Debbie Pageler

**Others Present:** Tyler Evins, Executive Director  
Jerry McCabe, Senior Staff Attorney, DLR  
Miranda Wilson, Senior Secretary  
Savannah Thorne  
Trish Bates  
Fallon Helm  
Danielle Bouwman

Hiller made a motion to approve the agenda. Petersen seconded the motion. **MOTION PASSED.**

Petersen made a motion to approve the July 27, 2023, meeting minutes. Hiller seconded the motion. **MOTION PASSED.**

Hiller reported that the available cash balance was \$206,767.30.

Executive Director Evins (Evins) presented his report.

The Following comments were made during the public comment period:

Fallon Helm (Helm) of Revive Day Spa & Salon spoke in support of her proposal to change administrative rules to lower the minimum number of weekly hours required from forty hours to twenty hours. Helm also elaborated on a legislative proposal she is spearheading which would remove the maximum number of hours per day an apprentice can work, and which would align the license period for apprentice salons with that of schools. Trish Bates (Bates) and Savannah Thorne (Thorne) expressed their support for Helm's proposals. The legislative proposal was included in the meeting packet.

Evins presented the new 'one-time' paper license model which would save the Commission time and money by significantly cutting down on the amount of printing and mailing carried out by the Commission office. The new license would include a QR code and a link to the online license verification tool where licensees and the public can verify that a license is valid.

Hiller made a motion to approve the one-time paper license and new licensing procedures. Petersen seconded the motion. **MOTION PASSED.**

Helm expanded on her earlier explanation about her legislative proposal to modify the apprenticeship program. Helm also entertained questions from the Commission. Hiller asked for more clarification concerning the minimum weekly hours requirement for apprentices. Helm and Evins provided further explanation.

Danielle Bouwman (Bouwman), representing Stewart School, requested approval for instructors to have the option to take the State Board Examination at Lake Area Technical College in Watertown.

Petersen made a motion to allow instructors to take the State Board Examination at Lake Area Technical College. Hiller seconded the motion. **MOTION PASSED.**

Bouwman spoke on behalf of Stewart School seeking clarification from the Commission about what content must be included in instructor continuing education courses to be considered valid to satisfy the annual twelve-hour continuing education requirement. Angela Taylor of Stewart School (not present) and Bouwman had concerns with a specific training course that was approved at the July 27, 2023, meeting. In their estimation, the course appeared to be focused on business administration skills, rather than pedagogy. The Commission clarified the course did include pedagogical training and that all courses that are taken to satisfy the instructor's continuing education requirement must include instruction on teaching methods.

The Commission reviewed the school license renewal applications for Paul Mitchell, the School, the Salon Professional Academy, and Inspire Salon & Spa. Evins informed the Commission the renewal applications were standard, with no changes to the curriculum. Hiller made a motion to approve the school license renewal applications. Graf seconded the motion. **MOTION PASSED.**

The Commission reviewed a request from Appoise Esthetics School to add additional field trips to its curriculum. Petersen made a motion to approve the request to add additional field trips to the Appoise Esthetics School curriculum. Hiller seconded the motion. **MOTION PASSED.**

During the period to discuss other business, the Commission requested school visits be added to the 2024 Commission meeting calendar. Evins reminded the Commissioners that travel is one of the few areas where the Commission can reduce costs in light of the Commission's budget deficit. The Commissioners wished to proceed with school visits. Evins will send the Commission a list of proposed meeting dates to include school visits.

Petersen made a motion to enter executive session at 11:16 a.m. CDT. Petersen seconded the motion. **MOTION PASSED.**

The Commission exited executive session at 11:20 a.m. CDT.

Hiller made a motion to approve the student license application for Applicant A. Petersen seconded the motion. **MOTION PASSED.**

Hiller made a motion to allow Applicant A another attempt to take the State Board Examination. Petersen seconded the motion. **MOTION PASSED.**

Hiller made a motion to adjourn the meeting. Petersen seconded the motion. **MOTION PASSED.**

The meeting adjourned at 11:22 a.m. CDT.

STATE OF SOUTH DAKOTA  
REVENUE SUMMARY BY BUDGET UNIT  
FOR PERIOD ENDING: 12/31/2023

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION - INFO

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
COMPANY NO 6503						
COMPANY NAME PROFESSIONAL & LICENSING BOARDS						
103300061806	6503	4293901	COS-OPERATOR/MANAGER	12,145.00	73,064.00	
103300061806	6503	4293969	COS-SALONS LICENSE	5,575.00	33,585.00	
103300061806	6503	4293970	COS-INSTRUCTORS LIC	310.00	1,285.00	
103300061806	6503	4293971	COS-STUDENTS/APPRENTICES	84.00	1,511.00	
103300061806	6503	4293972	COS-PERMITS	2,410.00	15,562.00	
103300061806	6503	4293973	COS-SCHOOL LICENSE	.00	1,618.00	
103300061806	6503	4293984	COS-RECIPROCITY/CERTIF	600.00	8,350.00	
ACCT:	4293	BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)		21,124.00	134,975.00	*
ACCT:	42	LICENSES, PERMITS & FEES		21,124.00	134,975.00	**
103300061806	6503	4393903	COS-PENALTY'S	3,150.00	22,330.00	
ACCT:	4393	PENALTIES (NON-GOVERNMENTAL)		3,150.00	22,330.00	*
ACCT:	43	FINES, FORFEITS & PENALTIES		3,150.00	22,330.00	**
103300061806	6503	4896004	COS-EDUCATION COURSE COST	100.00	620.00	
103300061806	6503	4896007	COSM-NATL EXAM TEST COST	3,390.00	19,845.00	
103300061806	6503	4896020	MISCELLANEOUS INCOME	175.00	1,460.00	
ACCT:	4896			3,665.00	21,925.00	*
ACCT:	48	OTHER REVENUE		3,665.00	21,925.00	**
103300061806	6503	4920045	NONOPERATING REVENUES	.00	4,686.84	
ACCT:	4920	NONOPERATING REVENUE		.00	4,686.84	*
ACCT:	49	OTHER REVENUE		.00	4,686.84	**
CNTR:	103300061806			27,939.00	183,916.84	***
COMP:	6503			27,939.00	183,916.84	****
B UNIT:	1033			27,939.00	183,916.84	*****

BA20JB61

AVAILABLE FUNDS  
 AS OF: 12/31/2023  
 FY YEAR REMAINING: 49.9%  
 PAY DAYS REMAINING: 12

MONTHLY

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BUDGET UNIT 1033

DATE 12/30/2023

CENTER NAME COSMETOLOGY COMMISSION - INFO

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	442,692.00	0.00	0.00	15,303.44	224,782.73	202,605.83	181,277.30
BUDGETED TOT	442,692.00	0.00	0.00	15,303.44	224,782.73	202,605.83	
ALL COMP TOT	442,692.00	0.00	0.00	15,303.44	224,782.73	202,605.83	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE		AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	EXPENDITURES		BUDGET AVAILABLE	PCT AVL
					MONTHLY	YEAR-TO-DATE		
5101	EMPLOYEE SALARIES	229,966.00	0.00	0.00	18,218.72	117,040.42	112,925.58	49.1
5102	EMPLOYEE BENEFITS	81,385.00	0.00	0.00	4,957.30	29,284.58	52,100.42	64.0
5203	TRAVEL	42,268.00	0.00	0.00	1,038.25	13,377.44	28,890.56	68.4
5204	CONTRACTUAL SVCS	75,892.00	0.00	15,303.44	14,134.84	53,855.13	6,733.43	8.9
5205	SUPPLIES & MATRLS	13,181.00	0.00	0.00	954.94	9,540.82	3,640.18	27.6
5207	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	1,440.01	1,440.01-	0.0
5208	OTHER	0.00	0.00	0.00	0.00	244.33	244.33-	0.0
TOTALS		442,692.00	0.00	15,303.44	39,304.05	224,782.73	202,605.83	45.8

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL &amp; LICENSING BOARDS

5101000	EMPLOYEE SALARIES	229,966.00	0.00	0.00	18,218.72	117,040.42	112,925.58	49.1
5102000	EMPLOYEE BENEFITS	81,385.00	0.00	0.00	4,957.30	29,284.58	52,100.42	64.0
5203000	TRAVEL	42,268.00	0.00	0.00	1,038.25	13,377.44	28,890.56	68.4
5204000	CONTRACTUAL SVCS	75,892.00	0.00	15,303.44	14,134.84	53,855.13	6,733.43	8.9
5205000	SUPPLIES & MATRLS	13,181.00	0.00	0.00	954.94	9,540.82	3,640.18	27.6
5207000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	1,440.01	1,440.01-	0.0
5208000	OTHER	0.00	0.00	0.00	0.00	244.33	244.33-	0.0
PS SUBTOTALS		311,351.00	0.00	0.00	23,176.02	146,325.00	165,026.00	53.0
OE SUBTOTALS		131,341.00	0.00	15,303.44	16,128.03	78,457.73	37,579.83	28.6
COMPANY 6503-I TOT		442,692.00	0.00	15,303.44	39,304.05	224,782.73	202,605.83	45.8



STATE OF SOUTH DAKOTA  
MONTHLY EXPENDITURE REPORT  
FOR PERIOD ENDING: 12/31/2023

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION - INFO  
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR	
COMPANY NO		6503									
COMPANY NAME		PROFESSIONAL & LICENSING BOARDS									
6503	103300061806	51010100	CGEX231129	12/01/2023					6,294.13	DR	
6503	103300061806	51010100	CGEX231213	12/15/2023					6,027.88	DR	
OBJSUB: 5101010		F-T EMP SAL & WAGES								12,322.01	DR *
6503	103300061806	51010200	CGEX231129	12/01/2023					3,403.69	DR	
6503	103300061806	51010200	CGEX231213	12/15/2023					2,493.02	DR	
OBJSUB: 5101020		P-T/TEMP EMP SAL & WAGES								5,896.71	DR *
OBJECT: 5101		EMPLOYEE SALARIES								18,218.72	DR **
6503	103300061806	51020100	CGEX231129	12/01/2023					727.84	DR	
6503	103300061806	51020100	CGEX231213	12/15/2023					638.65	DR	
6503	103300061806	51020100	CGEX231214	12/15/2023	418891				6.43	DR	
6503	103300061806	51020100	CGEX231214	12/15/2023	418885				4.28	DR	
6503	103300061806	51020100	CGEX231214	12/15/2023	419771				3.21	DR	
OBJSUB: 5102010		OASI-EMPLOYER'S SHARE								1,380.41	DR *
6503	103300061806	51020200	CGEX231129	12/01/2023					377.67	DR	
6503	103300061806	51020200	CGEX231213	12/15/2023					361.65	DR	
OBJSUB: 5102020		RETIREMENT-ER SHARE								739.32	DR *
6503	103300061806	51020600	CGEX231129	12/01/2023					1,423.66	DR	
6503	103300061806	51020600	CGEX231213	12/15/2023					1,376.24	DR	
OBJSUB: 5102060		HEALTH/LIFE INS.-ER SHARE								2,799.90	DR *
6503	103300061806	51020800	CGEX231129	12/01/2023					17.46	DR	
6503	103300061806	51020800	CGEX231213	12/15/2023					15.37	DR	
OBJSUB: 5102080		WORKER'S COMPENSATION								32.83	DR *
6503	103300061806	51020900	CGEX231129	12/01/2023					2.58	DR	
6503	103300061806	51020900	CGEX231213	12/15/2023					2.26	DR	
OBJSUB: 5102090		UNEMPLOYMENT COMPENSATION								4.84	DR *
OBJECT: 5102		EMPLOYEE BENEFITS								4,957.30	DR **
GROUP: 51		PERSONAL SERVICES								23,176.02	DR ***
6503	103300061806	52030300	CGEX231214	12/15/2023	418891				624.24	DR	
6503	103300061806	52030300	CGEX231214	12/15/2023	418885				401.37	DR	
6503	103300061806	52030300	E104-120	12/20/2023					240.72	DR	
6503	103300061806	52030300	E104-120	12/20/2023					240.72	CR	
6503	103300061806	52030300	E104-120	12/20/2023					120.36	CR	
OBJSUB: 5203030		AUTO-PRIV (IN-ST.) H/RTE								905.25	DR *
6503	103300061806	52031400	CGEX231214	12/15/2023	418891				84.00	DR	
6503	103300061806	52031400	CGEX231214	12/15/2023	418885				56.00	DR	
6503	103300061806	52031400	CGEX231214	12/15/2023	419771				42.00	DR	
6503	103300061806	52031400	E104-120	12/20/2023					98.00	DR	
6503	103300061806	52031400	E104-120	12/20/2023					98.00	CR	

STATE OF SOUTH DAKOTA  
MONTHLY EXPENDITURE REPORT  
FOR PERIOD ENDING: 12/31/2023

AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION - INFO  
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
6503	103300061806	52031400	E104-120	12/20/2023					49.00	CR
		OBJSUB: 5203140	TAXABLE MEALS/IN-STATE						133.00	DR *
		OBJECT: 5203	TRAVEL						1,038.25	DR **
6503	103300061806	52040500	23-1000-026 424	12/13/2023	02529051	SMARTSOFTW	12221150		1,156.80	DR
6503	103300061806	52040500	24-1000-026 425	12/13/2023	02529051	SMARTSOFTW	12221150		700.80	DR
		OBJSUB: 5204050	COMPUTER CONSULTANT						1,857.60	DR *
6503	103300061806	52041800	DP411098	12/27/2023					4,471.05	DR
		OBJSUB: 5204180	COMPUTER SERVICES-STATE						4,471.05	DR *
6503	103300061806	52041810	DP411098	12/27/2023					2,245.10	DR
		OBJSUB: 5204181	BIT DEVELOPMENT COSTS						2,245.10	DR *
6503	103300061806	52042000	PL411057	12/20/2023					350.64	DR
		OBJSUB: 5204200	CENTRAL SERVICES						350.64	DR *
6503	103300061806	52042300	24I009 JANITOR24	12/28/2023	00890208	SERVICEMAS	12603302		128.76	DR
		OBJSUB: 5204230	JANITORIAL & MAINT SERV						128.76	DR *
6503	103300061806	52045250	EVNTCTR RNT 24	12/22/2023	00889622	MISSOURIAV	12676178		1,130.48	DR
6503	103300061806	52045250	E104-117	12/15/2023					1,130.48	DR
		OBJSUB: 5204525	REVENUE BOND LEASE PYMTS						2,260.96	DR *
6503	103300061806	52045300	TL407061	12/06/2023					20.00	DR
6503	103300061806	52045300	TL408060	12/06/2023					20.00	DR
6503	103300061806	52045300	TL411051	12/20/2023					96.00	DR
6503	103300061806	52045300	TL411058	12/13/2023					20.00	DR
6503	103300061806	52045300	8381416X11242023	12/13/2023	00066237	ATTMOBILIT	12279233		103.46	DR
		OBJSUB: 5204530	TELECOMMUNICATIONS SRVCS						259.46	DR *
6503	103300061806	52045500	112180 DEC23	12/28/2023	00890043	ENVIROTECH	12037175	08	20.35	DR
		OBJSUB: 5204550	GARBAGE & SEWER						20.35	DR *
6503	103300061806	52047400	D104CC005	12/06/2023	F25155				397.79	DR
6503	103300061806	52047400	D104CC005	12/06/2023	F25155				397.79	DR
6503	103300061806	52047400	D104CC005	12/06/2023	F25155				397.79	CR
6503	103300061806	52047400	D104CC006	12/08/2023	F25182				356.81	DR
6503	103300061806	52047400	D104CC006	12/08/2023	F25182				356.81	DR
6503	103300061806	52047400	D104CC006	12/08/2023	F25182				356.81	CR
		OBJSUB: 5204740	BANK FEES AND CHARGES						754.60	DR *
6503	103300061806	52049600	9033	12/22/2023	00889438	NATIONALIN	12114840	02	1,048.32	DR
6503	103300061806	52049600	9292	12/15/2023	00888103	NATIONALIN	12114840	02	738.00	DR
		OBJSUB: 5204960	OTHER CONTRACTUAL SERVICE						1,786.32	DR *
		OBJECT: 5204	CONTRACTUAL SERVICES						14,134.84	DR **
6503	103300061806	52050200	IN4399762	12/28/2023	02531635	INNOVATIVE	12550348		63.76	DR
6503	103300061806	52050200	0492237	12/15/2023	00888135	HPINC	12125515	11	30.31	DR

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STATE OF SOUTH DAKOTA  
MONTHLY EXPENDITURE REPORT  
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AGENCY 10 LABOR & REGULATION  
BUDGET UNIT 1033 COSMETOLOGY COMMISSION - INFO  
CENTER-5 10330 COSMETOLOGY COMMISSION

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
6503	103300061806	52050200	1MRM-X7HD-NC3K	12/28/2023	00890207	AMAZONCAPI	12603089		56.08	DR
6503	103300061806	52050200	1YJV-6NJD-36MT	12/06/2023	00886534	AMAZONCAPI	12603089		300.75	DR
		OBJSUB: 5205020	OFFICE SUPPLIES						450.90	DR *
6503	103300061806	52053500	MS411048	12/20/2023					504.04	DR
		OBJSUB: 5205350	POSTAGE						504.04	DR *
		OBJECT: 5205	SUPPLIES & MATERIALS						954.94	DR **
6503	103300061806	5228000	T104-073	12/06/2023					1,188.32	DR
		OBJSUB: 5228000	OPER TRANS OUT -NON BUDGT						1,188.32	DR *
		OBJECT: 5228	NONOP EXP/NONBGTD OP TR						1,188.32	DR **
		GROUP: 52	OPERATING EXPENSES						17,316.35	DR ***
		COMP: 6503							40,492.37	DR ****
		CNTR: 103300061806							40,492.37	DR *****
		B. UNIT: 1033							40,492.37	DR *****

**SOUTH DAKOTA COSMETOLOGY COMMISSION  
EXECUTIVE DIRECTOR'S REPORT**

**January 18, 2024**

**Online Payments:**

Our office has worked with our database vendor to allow licensees and applicants to make payment for all applications and renewals online. This means that no person is required to send in a check or money order to pay for an application, however, checks and money orders are still accepted.

**Expenditure Reduction:**

Our office has worked to reduce expenses where possible, and the Cosmetology Commission is on track to see an approximate \$38,000 reduction in annual expenditures for fiscal year 2025. This has been achieved by eliminating paper and postage from the salon and booth inspection process, by implementing the 'one-time' paper license protocol, by eliminating hard copy laws and rules books (except by request), and by reducing the number of examination computers in our inventory.

Though this reduction will not eliminate the budget deficit the Commission continues to face, it will go a long way towards improving the Commission's financial outlook.

**Electronic Applications:**

Our office has worked to convert our paper applications to electronic applications. Based on conversations we have had with stakeholders, the move to electronic forms has significantly improved the convenience in completing applications.

The move to electronic forms has also had a positive impact on staff efficiency and accuracy when processing applications.

To date, we have converted the following applications to electronic forms:

- Contact Information Form
- Application for Examination
- Name Change Request Form
- Reciprocity Licensure Application
- New Salon/Booth License Application
- Temporary License Application
- Salon/Booth Inspection Form (for inspector use)

We are working with the Department of Labor & Regulation's communications division to convert the remaining paper forms to electronic forms. I anticipate this process will be complete by the end of the first quarter of this year.

**Process Improvement:**

We are working with stakeholders to improve our processes and procedures, particularly concerning the application process for various licenses and certifications. We are working to eliminate redundancies in all of our applications and to improve clarity regarding the requirements for licensure. We are also

working to increase staff efficiency for processing applications so that we can reduce the time an applicant must wait to become licensed or certified. We have been successful in reducing our processing timelines for all application types by at least 34 percent.

## Administrative Rules of South Dakota (Cosmetology Commission)

**20:42:03:13. Requirements for renewal of a lapsed license--overrun period.** An individual who wishes to renew a lapsed license shall meet the requirements of § 20:42:03:12 and pay the license renewal fee and lapsed license penalty fee required in § 20:42:03:03 for each lapsed year. In addition, an individual whose license has lapsed for more than five continuous years shall complete one of the following:

- (1) Pass the current licensing examinations; or
- (2) Attend at least a two-hour review course on South Dakota cosmetology laws, rules, and safety procedures. The review course must be pre-approved by the commission. After completing the course, the applicant must pass an examination given by the commission on safety and infection control procedures.

Any licensee continuing to perform or offering to perform services, licensed under SDCL chapter [36-15](#), sixty days or more after license expiration shall be subject to disciplinary proceedings.

**Source:** 26 SDR 18, effective August 15, 1999; 29 SDR 24, effective August 28, 2001; 29 SDR 176, effective July 1, 2003; 33 SDR 226, effective July 1, 2007; transferred from § 20:42:03:06.02, 39 SDR 129, effective January 28, 2013; 43 SDR 176, effective July 3, 2017.

**General Authority:** SDCL [36-15-13\(7\)](#), [36-15-20.1](#).

**Law Implemented:** SDCL [36-15-11\(4\)](#), [36-15-20.1](#).





SOUTH DAKOTA  
DEPT. OF **LABOR**  
& **REGULATION**

Marcia Hultman  
Cabinet Secretary

## South

The mission of  
Frequently Asked  
Processing  
Timelines are  
License Renewal  
Reciprocity A  
New Booth/S  
Applications  
Certifications  
Name Change  
Eyelash Extension

Timelines listed

**Home to DLR**

**Home to Cosmetology Commission**

**Commission Information**

**Consumer Information**

**Consumer Complaints**

**Disciplinary Actions (Adobe PDF format)**

**License Verification**

**Warning about Methyl Methacrylate Monomers Use**

**Education**

**Forms**

**Frequently Asked Questions**

**Inspections**

**Licensing Requirements**

**Home to DLR**

**Home to Cosmetology Commission**

**Commission Information**

**Consumer Information**

**Consumer Complaints**

**Disciplinary Actions (Adobe PDF format)**

**License Verification**

**Warning about Methyl Methacrylate Monomers Use**

**Education**

**Forms**

**Frequently Asked Questions**

**Inspections**

**Inspectors**

**Failed Inspections**

**Licensing Requirements**



## MINNESOTA STATUTES CHAPTER 155A. COSMETOLOGY

§ Subd. 10. **Nonresident licenses.** (a) A nonresident cosmetologist, hair technician, nail technician, esthetician may be licensed in Minnesota if the individual has completed cosmetology school in a state or country with the same or greater school hour requirements, has an active license in that state or country, and has passed a board-approved theory and practice-based examination, the Minnesota-specific written operator examination for cosmetologist, hair technician, nail technician, esthetician. If a test is used to verify the qualifications of trained cosmetologists, the test should be translated into the nonresident's native language within the limits of available resources. Licenses shall not be issued under this subdivision for managers or instructors.

(b) If an individual has less than the required number of school hours, the individual must have had a current active license in another state or country for at least three years and have passed a board-approved theory and practice-based examination, and the Minnesota-specific written operator examination for cosmetologist, hair technician, nail technician, esthetician. If a test is used to verify the qualifications of trained cosmetologists, the test should be translated into the nonresident's native language within the limits of available resources. Licenses must not be issued under this subdivision for managers or instructors.

(c) Applicants claiming training and experience in a foreign country shall supply official English-language translations of all required documents from a board-approved source.

**History:** 1981 c 357 s 37; 1983 c 289 s 114 subd 1; 1983 c 293 s 64; 1984 c 655 art 1 s 92; 1993 c 204 s 12-15; 2002 c 387 s 14; 2004 c 269 art 3 s 31-33; 2005 c 27 s 9; 2006 c 260 art 3 s 5; 2009 c 78 art 6 s 26; 2013 c 85 art 5 s 25-27,49; 2014 c 162 s 4; 2014 c 169 s 2; 2014 c 312 art 4 s 17; 2015 c 77 art 2 s 42-44; 2016 c 127 s 5; 2020 c 106 s 3; 2023 c 62 art 2 s 99-101



Douglas A. Ducey  
Governor

Frank L. Migali  
Executive Director

July 9, 2023

[REDACTED]  
[REDACTED]  
[REDACTED]

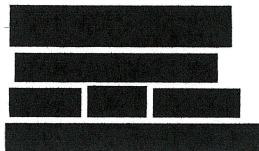
## ARIZONA LICENSE CERTIFICATION

<b>LICENSE INFORMATION:</b>	
Full Name:	[REDACTED]
Type of License:	Nail Tech
License No.:	[REDACTED]
Original Issued Date:	[REDACTED]
Date of Expiration:	[REDACTED]
Disciplinary Action Taken:	NO
Basis of Licensure:	Arizona Education and Exams
<b>ARIZONA ORIGINAL LICENSURE REQUIREMENTS:</b>	
<b>EDUCATIONAL REQUIREMENTS</b> A.A.C.R4-10-101(14) (26)	<ul style="list-style-type: none"> <li>Minimum 10th grade education, including two in English or equivalent</li> <li>(effective July 26, 2015) Minimum 16 years of age or</li> <li>Effective May 17, 2016) Minimum 18 years proof of age for education requirement;</li> <li>(Instructors only) Minimum High School graduate or equivalent</li> </ul>
<b>HOURS REQUIRED:</b> A.R.S. § 32-510, 32-511, 32-512, 32-512.01 or 32-531	<ul style="list-style-type: none"> <li>Cosmetology: 1800 (Prior to 1985 – 1800)</li> <li>Nail Technology: 600 (Prior to 2000 – 300)</li> <li>Aesthetician: 600</li> <li>Hairstyling: 1000 (Beginning January 1, 2018)</li> <li>Instructors: Prior to January 1, 2018 Cosmetologist – 650 hours, Aesthetic – 500 hours, Nail Technology – 350 hours. <u>After January 1, 2018 – All Instructors are required to attend 350 hours</u></li> </ul>
Exam Requirement:	<ul style="list-style-type: none"> <li>Arizona gives a Pass or Fail with a scale score of 75% as Passing</li> </ul>
National Examination	<ul style="list-style-type: none"> <li>Arizona has administered the National Interstate Council's examination; Practical since February 1993; and the written since August 1987. Prior to August 1987; Arizona administered their own examination. The national exam is graded on a pass/fail basis</li> <li>Practical examination is given in English.</li> <li>Written examination is given in NIC's offered languages</li> </ul>

If other information is necessary, please contact the licensee.

*Frank L. Migali*  
Frank L. Migali, MBA  
Executive Director

## Certification of Minnesota Licensure



### Cosmetologist Operator License

License Number: [REDACTED]

Active: 09/07/2017 – 09/30/2023

### Number of school hours required to obtain a license in Minnesota on or after 4/18/83:

Cosmetologist – 1550 hours

Esthetician – 600 hours

Advanced Practice Esthetician – 1100 hours

Nail Technician – 350 hours

Eyelash Technician – 38 Hours

### The above-named licensee has successfully passed the following exams:

X	General Theory Exam
X	State Laws & Rules Exam
X	Practical Exam

### Additional Information:

	Our records indicate that this individual became licensed through reciprocity from:
X	There has been no formal enforcement action.
	<b>There has been formal enforcement action.</b>

*I do hereby certify that on this day, Wednesday, June 7, 2023, this information is true and correct to the best of my knowledge.*

  
Gina Fast, JD  
Executive Director  
Minnesota Board of Cosmetology



## COSMETOLOGY COMMISSION

Tel: 605.773.6193 | Fax: 605.773.7175  
dlr.sd.gov/cosmetology | cosmetology@state.sd.us

08/24/2023

To Whom It May Concern,

This letter certifies that the licensee herein named holds the following license(s) and certification(s) in the State of South Dakota, and that the licensee is in good standing with the South Dakota Cosmetology Commission:

Licensee Name: [REDACTED]

License Type(s): Cosmetology

License Number(s): CO-[REDACTED]

Expiration: [REDACTED]

Initial Issuance: [REDACTED]

Minimum Education Hours Completed: 1500

Certification(s): Electric Files, Microdermabrasion, Eyelash Extensions

Cosmetologists, Estheticians, and Nail Technicians are required to complete a NIC theory examination and must receive a score of seventy-five percent or higher to be eligible for licensure.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyler J. Evins'.

Tyler J. Evins  
Executive Director

**SOUTH DAKOTA COSMETOLOGY COMMISSION**  
**APPLICATION REVIEW PROCEDURES**

1. **APPLICATION RECEIVED.** Upon receipt of an application, payment<sup>1</sup> is recorded in the database and the application is provided to the relevant staff member.
2. **APPLICATION COMPLETE.** If the application is complete and includes all required documentation, the staff member will proceed to review the application.
3. **REVIEW BY COMMISSION OFFICE STAFF.** Once an application is complete, the application will be reviewed by the staff member to ensure that the applicant meets the requirements for licensure or certification.

**Meets Requirements:** If the applicant meets the requirements for licensure or certification, the staff member will approve the application.

**Deficiencies:** If the application is incomplete, a deficiencies notice will be sent to the applicant which will include an explanation of the deficiency(ies), all applicable laws and rules, and a list of items to be remediated. The application is then held open for a specified period to allow for the remediation of the deficiency(ies).

**4a. LICENSE ISSUED BY COMMISSION OFFICE.** If an applicant meets the requirements for licensure or certification, either upon initial review or after remediating deficiencies, the Commission office will issue the relevant license or certification.

**4b. DENIAL.** If an applicant fails to remediate any deficiencies outlined in the deficiencies notice in the specified timeframe, a letter of denial will be sent to the applicant explaining the unresolved deficiencies. The letter will include all applicable laws and rules and will provide a twenty-day period during which the applicant may file a request for a contested case hearing before the Commission or provide documentation resolving any remaining deficiencies (SDCL 1-26).

**Deficiencies Remediation Period.** Applicants will have fourteen calendar days to provide documentation to resolve any deficiencies outlined in the deficiencies letter. The Executive Director may grant an extension if the applicant sends a request in writing within the fourteen-day remediation period. The request must specify why an extension is needed and how many additional days are required to provide adequate documentation to resolve the deficiencies outlined in the letter.

**Criminal History:** The Executive Director will comply with all relevant state laws concerning the licensing of an applicant with a criminal history.

1. Fees Non-Refundable